

CONTRACTOR SELECTION CHECKLIST

- Step 1 Meet Ct home improvement contractors, evaluate needs and discuss ideas, options & cost.
- Step 2 Specifications finalized, request a formal quote.
- Step 3 Wait, analyze & compare quotes. Look for omissions / differences. Ask questions.
- Step 4 Select contractor most comfortable using checklist below.

Quote amount submitted

Name of contractor 1	Arnone Building & Remodeling	\$ _____
Name of contractor 2	_____	\$ _____
Name of contractor 3	_____	\$ _____

	Contractor 1	Contractor 2	Contractor 3
Visual proof of license	YES (a)	YES or NO	YES or NO
Visual proof of insurance	YES (b)	YES or NO	YES or NO
Will owner of company be working foreman?	YES	YES or NO	YES or NO
Did contractor provide requested references?	YES (c)	YES or NO	YES or NO
Did contractor provide recent testimonials?	YES (d)	YES or NO	YES or NO
Has contractor done a volume of similar jobs,	YES (e)	YES or NO	YES or NO?
How long has company been in business,	Established 1973	_____	_____
What is companies Better Business Bureau rating	A+ (f)	_____	_____

Rate your experience / interaction with each contractor, Scale of 1 – 5, 1 being lowest, 5 being highest.

	Contractor 1	Contractor 2	Contractor 3
Was contractor easy to talk to?	_____	_____	_____
Did contractor answer all concerns & questions?	_____	_____	_____
Was contractor businesslike & professional?	_____	_____	_____
Was contractor thorough & knowledgeable?	_____	_____	_____
Comfort level with contractor?	_____	_____	_____
Thoroughness of written proposal?	_____	_____	_____
TOTAL SCORE	_____	_____	_____

(a), (b), (c), (d), (e) & (f) all provided on web site