



FORTICON

AVOIDING THE POTHOLES ON HIRING AN ASPHALT PAVING CONTRACTOR.

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Expert advice and tips

01

Getting Started

- ✓ Determine a rough budget for the project to see if it is economically feasible. You can call a local contractor for ballpark numbers.
- ✓ Determine how quickly you want project to happen
- ✓ Consider weather. Certain items of work are seasonal
- ✓ Consider desired project completion date. Holidays or other special events may be a factor.



Tip

Starting process as early as possible as good contractors can book up quickly and may be 1-3 months out.



02

Searching for a Contractor

- ✓ The best way to find a quality contractor is by asking friends or colleagues for a referral of a company they have used recently and had a good experience with.
- ✓ If no referrals are available, perform a web search for local paving contractors and look for a professional and informative website.
- ✓ Call a contractor and ask to speak with an estimator. If one is not immediately available, look for a call back within 24 hrs. If this does not happen move on.
- ✓ Discuss the project with estimator. To make meeting successful please ensure to have the following ready:
 - Budget
 - Project completion deadline
 - Project dimensions (square footage)
 - Pictures ready

This will help the estimator determine whether his company is a good fit for your needs.



03

Conducting a Pre-Bid Meeting

- ✓ The purpose of a pre-bid meeting is to get all parties together to see jobsite conditions, discuss what your goals are and jointly determine a scope of work.
- ✓ Once the scope of work is determined based on your input, the contractors should measure the site and share notes to ensure the proposals are all “apple to apples”.
- ✓ Determine the due date for the proposals. Usually 1 week from the pre-bid meeting date is enough.
- ✓ Provide the contractors with all of your contact information including; company name if applicable, your full name, mailing address, phone numbers and email address as most professional contractors will now email proposals to you.
- ✓ Inform all contractors of the criteria you will be using to select the winner. I.e.. Price, availability, reputation, warranty etc.



04

Collecting Proposals



- ✓ Look for a contractor to meet your due date. A missed deadline without even a phone call requesting an extension may be a red flag.
- ✓ Look for well-crafted and detailed proposals. Ideally proposals will be broken down into line items with quantities, detailed work descriptions, unit pricing, sub totals and grand totals.
- ✓ An accompanying site diagram showing limits of work is very useful in helping you understand what areas of your project are included in the scope of work.



Be careful of estimates that are much lower than other estimates. If the price is more than 10%–15% lower, it is possible the estimator made a mistake or is planning to make up for the difference with change orders

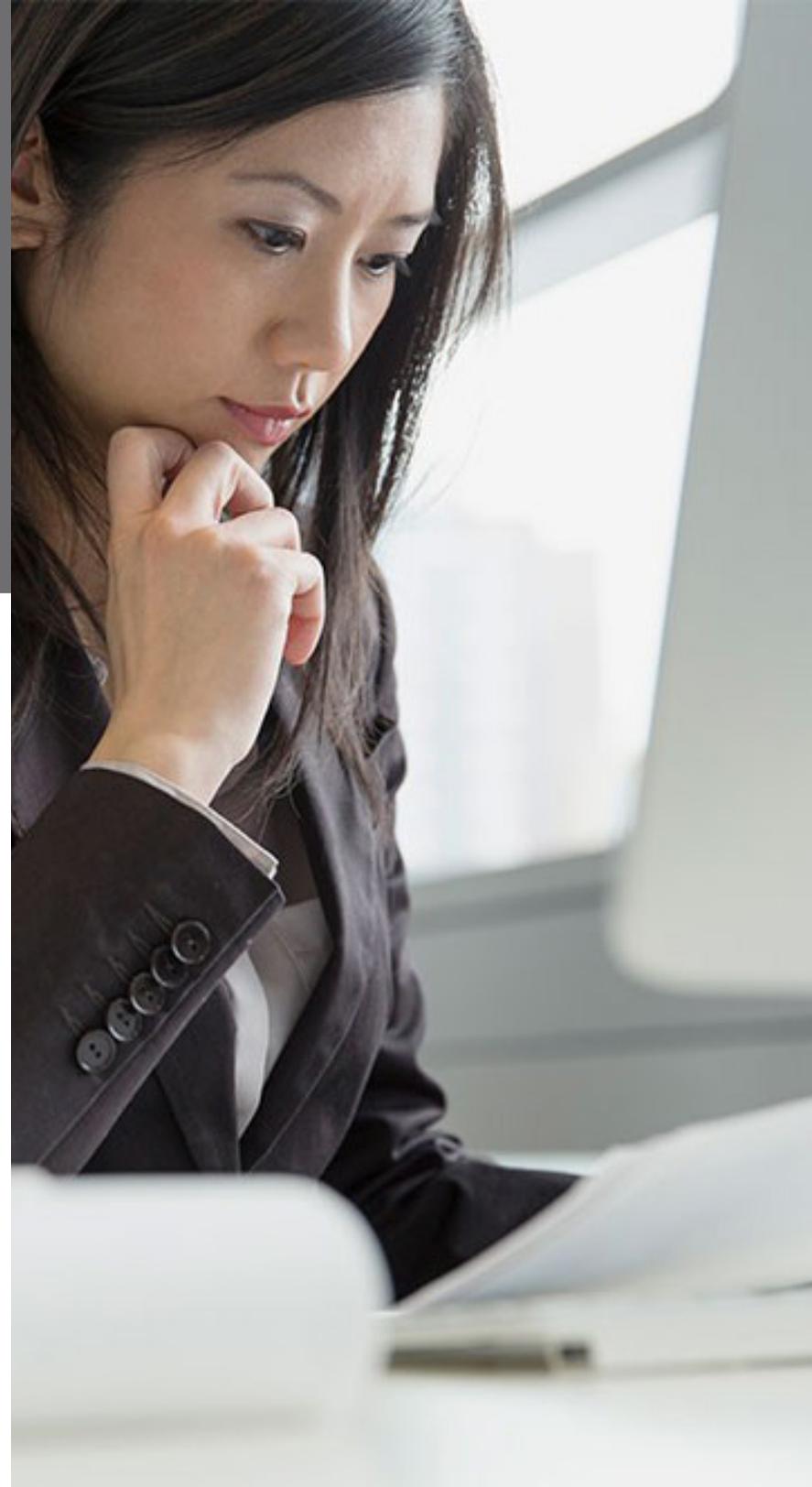


05

Evaluating Proposals and Contractors



- ✓ Look for contractors to all bid on same scope of work i.e. Square footage, depth of repair, is edging included (concrete curb, header board)
- ✓ What type of asphalt will be used? ½" medium is standard but finer mixes are available.
- ✓ What warranty period is offered? 1 year is standard, 2 is preferred.
- ✓ Are exclusions clearly identified?
- ✓ Is the work happening on weekdays or weekends?
- ✓ How many days will the project take and when can they start.
- ✓ Ask the contractor if any City or County permits are required.
- ✓ Call the contractor who you feel is a best fit based on price, company reputation and rapport you had with him/her. Ask if everything is included and if there is anything else you should know before awarding the contract.
- ✓ You can always ask to see similar projects they have completed in your area. Testimonials are good but no contractor is going to list bad testimonials...



06

Awarding the Project to Contractor

- ✓ Perform one final review of the proposal and terms and conditions.
- ✓ Be aware of payment terms. Payment within 30 days of project completion is standard. Residential project payment terms are typically immediately upon completion of work.
- ✓ Inform the contractor of your intent to award him/her the project and ask for a written schedule and certificate of insurance to be sent to you within 48 hrs.
- ✓ Request a pre-construction meeting to go over the project in detail and perhaps even layout limits of work using bright orange paint.





About Forticon

Personalized, professional and reliable service.

We respond quickly to inquiries and really listen to the unique needs of each of our customers. In-person and onsite visits where conversations take place and project details are discussed are a foundation of our process. We ask a lot of questions and understand that collaboration and understanding customer needs is key to the success of every project.

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Asphalt Contractor

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