



SUPERIOR  
COMMUNITY MANAGEMENT  
COMPANY

*In Community Management, We're Superior*

## **HOW TO CHOOSE A CONTRACTOR**

### **Develop a list of potential contractors**

- Ask the local building contractors board for references
- Perhaps friends/relatives who may have used one and were they satisfied

### **Ask for references**

- Check with the local Better Business Bureau 503-226-3981
- Check with Consumer Protection agency's 503-378-4320 (229-5576)
  1. ask if they are on time
  2. be sure to not pay ahead of work being done in full
  3. do they leave the job site clean at the end of the day
  4. check with banks and suppliers as to financials stability

### **Ask for the trade Associations the contractor belongs to**

### **Written Bids**

- Get several written bids
- Get any changes in writing

### **Don't accept the lowest bid**

- Be careful here to not accept the highest bid either
- Be sure you are comfortable with what you see and hear prior to committing.

### **Be sure the contractor is licensed with the State Construction Contractors Board (CCB)**

- Look at the license number and call 24 hour number 1-888-366-5635 to be sure it is active. You can also call 503-378-4621 x 4900.
- Check to see if any claims are on file or active
- If so see how the dispute was resolved.
- Ask if his employees are covered on workers comp. insurance

We wish you well on your projects and if questions arise Superior will assist if possible.