

Best Practices for Hiring Subcontractors

By Danielle Levine

Hiring the wrong subcontractor can create a variety of consequences, especially for small contractors. Here are six points to consider when hiring subcontractors.

1. Be selective when hiring

Never settle for a subpar subcontractor. Vetting ahead of time is critical to success. Find out:

- If they have the same goals as the company
- How ambitious the subcontractor is to get the job done
- If the subcontractor is known in the industry and has a good reputation
- What their capabilities are
- Whether they can follow simple directions, e.g., proposal submission procedures
- If this just another job or will they engage in connecting with the project

Screening potential subcontractors is crucial. Ask subcontractors to provide proof of a number of years of experience doing similar work, then look

at those projects and check their references. If this project and he has his next jobs lined up. Hire the subcontractor that has a waiting list, it is more than likely that they know what they are doing.

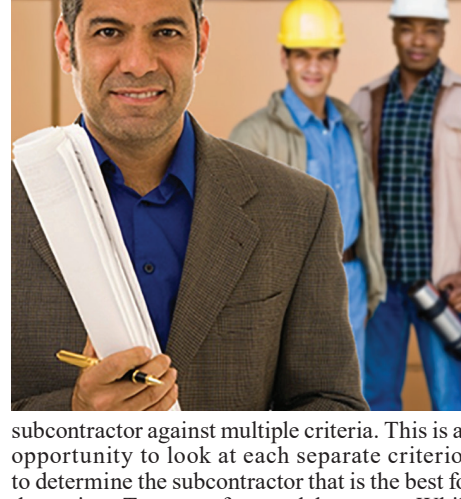
2. Define scope of work

Outline a clear, detailed, scope of work so that when evaluating the subcontractor there is a well-defined set of requirements to check their qualifications against. Define the scope of the project verbally and in writing. Not only does this serve as a record, but it also allows the subcontractor to look at each piece of it. The process of defining the scope of work is an opportunity for the subcontractor to:

- Identify conflicts or challenges associated with their scope of work
- Speak about the proposal
- Come to the table with solutions, ideas, and problems that could occur

3. Complete a pre-qualification evaluation

Create a checklist of the expectations of potential subcontractors and evaluate each



subcontractor against multiple criteria. This is an opportunity to look at each separate criterion to determine the subcontractor that is the best for the project. Try not to focus solely on cost. While cost can make or break a deal, there is much more

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Sub-Bid Requests

George Harms Construction is seeking MWBE/SBE/SED vendors, suppliers, subcontractors

[Click for details](#)

SWINERTON BUILDERS

Photovoltaic Power Plant—Request For Proposal 20 MWac plant in Suffolk County, New York Project Labor Agreements are in effect on this project

Contracting Goals are as follows:
 Hire local Vendors and Subcontractors from qualified New York State certified:
 Minority Business Enterprise (MBE)
 Women's Business Enterprise (WBE)
 New York State Service-Disabled Veteran-Owned Business (SDVOB)

Union Labor is required for Electrical Subcontractor
 Scope of Work
This project consists of the following Subcontractor Trades:
 Site Work: Surveying, Clear and Grub, Earthwork, Dirt Road Construction, SWPPP
 Electrical: AC and DC electrical system installation, Substation installation

This project consists of procuring the following equipment:
 Foundations
 Electrical Material

Subject to Swinerton Prequalification Process
 Prior Utility-Scale PV experience is required (Subcontractor shall have completed a minimum project size of 5 MWac within the last 3 years)
If interested in bidding, please contact Andrew Johnson for Prequalification, Bid Documents, and formal Scope of Work.
Bid Date is April 13, 2018, at 2:00 pm
Bids to be received at:
Swinerton Builders
 16798 West Bernardo Drive • San Diego, CA 92127
 Attention: Andrew Johnson
Or via email to: anjohnson@swinerton.com
 Phone (858) 815-2471 • Fax: (858) 622-4044

We reserve the right to require all subcontractors to furnish 100% performance and payment bonds from a US Treasury-listed surety. Premium cost to be included as a separate item. At our discretion, a bid bond and/or letter of bondability from a US Treasury-listed surety may be required within 48 hours of demand. Swinerton Builders is an equal opportunity employer requesting subcontractor bids from all interested firms including disadvantaged, minority, veterans, and emerging small business enterprises.



GET IN ON THE ACTION
 An opportunity for MWBEs to connect with the Newark Liberty International Airport Terminal One Design Builder, Tutor Perini/Parsons, JV

WHEN
Wednesday, March 28, 2018
 8:00 AM to 12:00 PM
 8:00 AM–8:30 AM—Sign in and Refreshments
 8:30 AM–12:00 PM—Program and Networking

WHERE
New Jersey Institute of Technology (NJIT) Campus Center, Ballroom A
 150 Bleeker Street, 2nd Floor
 Newark, NJ 07102

WHO SHOULD ATTEND
 MBE/WBE professional design, construction, and engineering firms

RSVP BY
Friday, March 23, 2018
panynj.gov/paevents

The Port Authority of New York and New Jersey is investing \$2.7 billion for the Terminal One Redevelopment Program that needs design and construction skills and expertise like yours. Our supplier diversity program means that your MBE/WBE business could be eligible for contracts related to the modernization of Newark Liberty International Airport's Terminal One Redevelopment Program. Parking for this event is located at 154 Summit Street, Newark, NJ.

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SKANSKA
 SKANSKA USA CIVIL
IS SOLICITING COST PROPOSALS FROM DBE SUBCONTRACTORS AND VENDORS CERTIFIED WITH THE NEW YORK STATE UNIFIED CERTIFICATION PROGRAM
West End Connection, Amtrak Empire Tunnel
Amtrak Contract No: X036-18030
Bid Date: March 22, 2018

Description of project:
 The rehabilitation of the track infrastructure along the AE Line in Manhattan between MP 0.00 and MP 11.0 and the construction of a new storage yard at 72nd Street.

Many bidding opportunities available.

If you are interested in bidding on this project, please contact Skanska's Outreach Coordinator: Julia.Omanoff@skanska.com

SKANSKA
 SKANSKA KOCH INC.
IS SOLICITING BIDS FROM DBE SUBCONTRACTORS AND SUPPLIERS CERTIFIED WITH NEW YORK STATE DEPARTMENT OF TRANSPORTATION
Equal Opportunity Development and Compliance for the Rehabilitation of Electrical and Mechanical Systems of Madison Avenue Bridge over Harlem River
NYCDOT Contract No: HBX6445
Bid Date: March 23, 2018

Subcontracting opportunities include but are not limited to Clearing and Grubbing, Concrete, Graffiti Removal, Bridge Machinery, Demolition, Barrier, Interior Plumbing and Finishes, Field Office, CPM Scheduling, Electrical, Bridge Control Systems, Lead and Asbestos Abatement, Civil General Contracting, Construction Engineering, Dumpster, Fencing, Fuel, Haul and Dispose, Miscellaneous Metals, MPT, Office Trailer Fit Out, Painting, Rebar, Sandblasting, Signs, Structural Steel, Surveying, and Trucking. Please see contract documents for further opportunities.

Interested firms please contact john.papagiannakis@skanska.com • EOE/M/F/Vet/Disabled

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IS SOLICITING COST PROPOSALS FROM DBE SUBCONTRACTORS AND VENDORS CERTIFIED WITH NEW YORK STATE UNIFIED CERTIFICATION PROGRAM
PATH Replacement of Elevators at Harrison Car Maintenance Facility
PANYNJ Contract No: PAR-774.169
Bid Date: March 29, 2018

Description of project:
 This project contains the following scopes of work: replacement of Passenger Elevator Cabs, replacement of Freight Elevator Floor, installation of Sumps in the Elevator Pits, raising of Portion of the Control Tower Roof over the Elevator Shaft, connection of Elevator Controllers to the PATH Elevator Remote Monitoring System, related work at the Yard Control Tower and the Main Shop Building, modification of Fire Protection System near Elevator Pits, Lead Paint Removal / Universal Waste Removal, and associated Electrical Work.

Many bidding opportunities available.

If you are interested in bidding on this project, please contact Skanska's Outreach Coordinator: Julia.Omanoff@skanska.com

SKANSKA
 SKANSKA KOCH INC.
IS SOLICITING BIDS FROM DBE SUBCONTRACTORS AND SUPPLIERS CERTIFIED WITH NEW YORK STATE DEPARTMENT OF TRANSPORTATION
Equal Opportunity Development and Compliance for the Structural and Component Rehabilitation of Manhattan Bridge
NYCDOT Contract No: BRC156F
Bid Date: April 3, 2018

Subcontracting opportunities include but are not limited to Bridge Drainage, Bridge Dehumidification in Anchorages, Clearing and Grubbing, Community Outreach, Concrete, Ornamental Castings, Demolition, Barrier, Field Office, CPM Scheduling, Electrical, Lead and Asbestos Abatement, Civil General Contracting, Construction Engineering, Dumpster, Fencing, Fuel, Haul and Dispose, Miscellaneous Metals, MPT, Office Trailer Fit Out, Painting, Rebar, Sandblasting, Security, Signs, Structural Steel, Surveying, and Trucking. Please see contract documents for further opportunities.

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 SKANSKA KOCH INC.
IS SOLICITING BIDS FROM DBE SUBCONTRACTORS AND SUPPLIERS CERTIFIED WITH NEW YORK STATE DEPARTMENT OF TRANSPORTATION
Equal Opportunity Development and Compliance for the Rehabilitation of Broadway Bridge over Harlem River
NYCDOT Contract No: HBM1147
Bid Date: April 26, 2018

Subcontracting opportunities include but are not limited to Clearing and Grubbing, Concrete, Graffiti Removal, Bridge Machinery, Demolition, Barrier, Interior Plumbing and Finishes, Field Office, CPM Scheduling, Electrical, Bridge Control Systems, Lead and Asbestos Abatement, Civil General Contracting, Construction Engineering, Dumpster, Fencing, Fuel, Haul and Dispose, Miscellaneous Metals, MPT, Office Trailer Fit Out, Painting, Rebar, Sandblasting, Signs, Structural Steel, Surveying, and Trucking. Please see contract documents for further opportunities.

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Kew Gardens Interchange Project
NYSDOT Contract No: D900043
Bid Date: May 23, 2018

Description of project:
 Design-build services for the Kew Gardens Interchange. This project area includes the Kew Gardens Interchange with Grand Central Parkway (GCP), Jackie Robinson Parkway (JRP), Union Turnpike (UTP), and the Van Wyck Expressway (VWE). The project will consist of demolition and replacement of six existing structures with new, widened structures, reconstruction of the ramps connecting the GCP, UTP, JRP, and VWE, and installation of new safety appurtenances meeting current standards.

Many bidding opportunities available.

If you are interested in bidding on this project, please contact Skanska's Outreach Coordinator: Julia.Omanoff@skanska.com • EOE/M/F/Vet/Disabled

SKANSKA
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IS SOLICITING BIDS FROM SBE SUBCONTRACTORS AND SUPPLIERS CERTIFIED WITH NEW JERSEY SELECTIVE ASSISTANCE VENDOR INFORMATION (NSSAVI)
Route 1 and 9 (Palaski Skyway) Rocker-Bent Investigation Contract
NJDOT Contract No: 051183160
Bid Date: May 24, 2018

Subcontracting opportunities include but are not limited to Bearings, Civil General Contracting, Construction Engineering, CPM Scheduling, Dumpster, Fencing, Field Office, Fuel, Haul and Dispose, Miscellaneous Metals, MPT, Office Trailer Fit Out, Painting, Piles, Rebar, Sandblasting, Signs, Striping, Structural Steel, Surveying, Temp Shoring Towers, Testing and Trucking. Please see contract documents for further opportunities.

Interested firms please contact john.papagiannakis@skanska.com • EOE/M/F/Vet/Disabled

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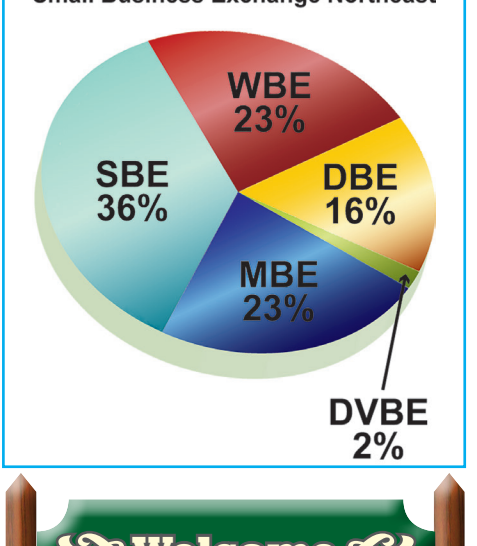
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 - Skanska Koch Carteret, New Jersey www.usa.skanska.com
 - Lammy & Giorgio, PA Haddon Township, New Jersey www.lgarch.com
 - GCCOM Construction Company College Point, New York www.gccom.us
 - Railroad Construction Company Paterson, New Jersey www.railroadconstruction.com



Lendlease Turner Joint Venture (LLTJV) is seeking MWBE & SDVOB firms for subcontracting opportunities on the Jacob K. Javits Convention Center Expansion Project

Owner: New York Convention Center Operating Corporation (NYCCOC) located in New York City, NY

How To Get Involved:
 LLTJV issues Notice of Interest (NOI) emails to all LLTJV registered vendors notifying them of upcoming 1st tier opportunities on the project.

To Register as a Vendor with LLTJV (copy and paste the link below in your browser to complete the online short registration form)
<https://goo.gl/forms/jC7qTF9Npi4WLL03>

Note: All NYS Empire State Development certified MWBE/SDVOB vendors are already registered with LLTJV, and do not need to complete the online form. Please contact us if your firm is not currently receiving LLTJV NOIs.

Get or Update Your MWBE & SDVOB Certificate:
 LLTJV seeks certified firms for every 1st Tier Subcontract Opportunity. Seeking to be certified or re-certified? Visit esd.ny.gov/mwbe-new-certification to learn more about eligibility, requirements, and how to get started. Have a question about certification? Call the ESD MWBE Hotline: (212) 803-2414

Bonding, Lines of Credit, Insurance:
 LLTJV is willing to assist all MWBE/SDVOB certified subcontractor and suppliers in obtaining access to bonds, lines of credit, and insurance. Please e-mail your request for assistance to us at:

LENDLEASE TURNER
 A Joint Venture

LLTJV@MODERNTIMESINC.COM

NORTHEAST EVENTS FOR YOUR BUSINESS

2018

Marketing and Advertising
 Thursday, March 22, 2018, 8:00 am–10:00 am
 Wilton Library, 137 Old Ridgefield Road, Wilton, CT
 Main Sponsor(s): Small Business Administration
 Contact: Lisa Powell, 860-240-4892, lisa.powell@sba.gov
 Fee: Free; registration required
 What can a marketing plan do for a small business? This seminar will help you understand many ways to reach and manage your competitive position in your target market. Topics will include traditional marketing tactics, social media options, potential pitfalls, and how to determine if your time and money were well spent. The Connecticut District Office of the Small Business Administration is responsible for the delivery of SBA's programs and services in all of Connecticut. Counties include: Fairfield, Hartford, Litchfield, Middlesex, New Haven, New London, Tolland, and Windham.

Etsy Craft Entrepreneurship
 Wednesday, March 28, 2018, 6:00 pm–8:00 pm
 Cape May County Technical School, 188 Crest Haven Road, Cape May Courthouse, NJ
 Main Sponsor(s): Union County Economic Development Corporation
 Contact: Rogers Ramsey, 908-527-1166, rramsey@uced.com
 Fee: Free; registration required
 This is program being offered by Union County Economic Development Corporation, a nonprofit corporation that is dedicated to helping New

Jersey's small business community, in partnership with Middle Township. Are you crafty and creative? Looking to earn money from selling your handmade crafts online? Want to get tips on how to merchandise your items? If you answered yes to one of these questions, then it's time to Set Up Shop! In this course, we'll guide you through online stages of the entrepreneurial process and provide you with hands-on education, practice, guidance, and skills you need to turn your craft into a pathway to entrepreneurship and a way to earn extra income.

Explore Small Business Administration
 Thursday, March 29, 2018, 11:00 am–1:00 pm
 Center for Women and Enterprise, 24 School Street, Suite 700, Boston, MA
 Main Sponsor(s): Center for Women and Enterprise
 Contact: Madeleine Lutts, 617-532-0225, mlutts@cweonline.org
 Fee: Free; registration required
 This workshop is presented by a member of the local US Small Business Administration (SBA) team and is designed to help entrepreneurs understand the various SBA programs and services available to help them start or expand a business. Topics covered include: Technical Assistance Programs; SBA Loan Guarantee Program; 8(a) Business Development Program; HUBZone (Historically Underutilized Business Zones); Government Contracting Opportunities. The US Small Business Administration was created in 1953 as an independent agency of the federal government to aid, counsel, assist, and protect the interests of small business concerns, to preserve free competitive enterprise, and to maintain and strengthen the overall economy of our nation.