

Agencies to Contact

- There are several agencies you can contact to find information on a contractor.
- **BIA (Building Industry Association of Clark County).** The Building Industry Association of Clark County is a one hundred member trade association representing homebuilders, commercial contractors, subcontractors and associates in a legislative and regulatory environment. You can check membership or contact them at www.biacc.org.
- **Better Business Bureau:** 1-800-776-5301
- **HBA of Dayton (Home Builders Association):** is dedicated to the propositions that
 - (a) Every American family deserves decent, safe and affordable housing.
 - (b) Every new home or apartment should be built at the highest level of quality.
 - (c) The work of HBA members will be accomplished at the highest levels of ethics and professionalism. Contact them at www.newhomesofdayton.com
- **Clark County Building Regulations/City of Springfield Inspection Services**

The Clark County Building Regulations Department is committed to preserving the public health, safety, and welfare in all jurisdictions under our authority in the new construction environment through the effective, efficient use, and enforcement of current residential and commercial building code requirements of the State of Ohio.

Should you have any questions regarding codes or construction, please feel free to contact us. Clark County is a member of the following organizations which can also help answer your code questions.



www.mvboc.org



www.oboa.org

All of our inspection staff is certified by:



Hints to a Successful Construction Project

How to Avoid Pitfalls in Construction Projects



*Clark County Community Development
Springview Government center
3130 E. Main St., Suite 1A
Springfield, OH 45505
(937)521-2160/(937)328-2621 Fax
www.clarkcountyohio.gov/commdev*

Thomas A. Hale, Director CBO,RBO

Planning is Key

- **PLANS:** the construction process can be stressful and difficult. Having accurate and detailed plans can help elevate stress. Further, when seeking bids from contractors it is best to have an “apples to apples” comparison of prices. Good construction documents can start your project on the right foot.
- **CREATE A SCHEDULE:** There are many different computer software programs that can help schedule the different phases of construction. Developing a schedule can help keep your project on track, thus avoiding costly delays.
- **OBTAIN GOOD ESTIMATES:** The lowest bid is not always the best. Make sure the estimates you receive do not contain “hidden” costs. If you have questions of whether or not an item is in a bid, ask. Do not assume anything.
- **DEVELOP GOOD CONTRACTS:** Although it is not always necessary, having an attorney look over your contracts can help you avoid pitfalls later. A good contract will help spell out all the details of the project and can help everyone understand what is expected.

Can You Do It?

- We all have our limitations. Be sure to ask yourself “can I do it?” General contracting and doing major renovations yourself is not as easy as it looks on TV. Things go wrong. Many times through no fault of your own or your contractor. Weather conditions, unexpected scenarios in your existing structure, scheduling conflicts, etc. can wear on your patience and create an enormous amount of stress to you and your family.

Ask Questions

- Do not be afraid to ask questions. There is a wealth of information at your disposal. Talk to someone who has “done it before”. You probably know someone who has lived through a construction project. Before you begin, ask what they would “do over”.
- There is a wealth of knowledge at your local public library, online, and on TV. But remember, be realistic! Above all, if you do not know how to do something such as a major structural renovation or new electrical service, seek advise or the services of a qualified design professional, contractor, or construction manager.

Ask for References

- Asking for references from a subcontractor or contractor is not a “slap in the face”. Most reputable contractors will be proud of their work and want to give you a list of customers who are satisfied with their services.

Get Familiar with the Inspection Process

- Our staff is dedicated to helping guide contractors, owners and design professionals through the inspection process. We have developed procedure guides, county agencies and design professional lists, and a user friendly website to assist you in making the approval process as efficient as possible. However, your poor planning does not constitute an emergency on our part. Make sure you understand what information you need to submit for a plan approval before you submit it. Again, should you have any questions, please do not hesitate to call.
- Our Hours are: Monday – Friday
8:00am to 5:00pm 937-521-2160

Visit our Web Site for details on inspection and permit submittal requirements and adopted codes:
www.clarkcountyohio.gov/commdev