

Construction HR Software Buyer's Checklist

Your complete guide to
selecting the right HR technology partner
for your construction business.



Use this checklist to ensure you're getting the right products and partner.

- ☐ What is the **total price?**
(Including one-time fees, subscriptions, implementation, customization, training and ongoing maintenance.)
- ☐ Can the software **scale cost-effectively** as we grow?
(Consider per-employee pricing, additional products and multi-location support.)
- ☐ Can the software handle **prevailing wage and certified payroll reporting?**
- ☐ Does the software **comply with industry standards and regulations?**
(Including FLSA, OFCCP, OSHA reporting, EEO and I-9 verification.)
- ☐ Can it **manage multi-state projects** and varying labor classifications?
What systems does it integrate with? (Including Sage 100, 300, payroll, accounting and ERPs.)
- ☐ How does it handle **union vs. non-union** workforce management?
- ☐ **What happens to our data** if we decide to stop using the software?
(Including help with exporting data.)
- ☐ What are the **support hours and contact methods?**
(Email, phone, text, AI, real person or all of the above.)
- ☐ How does the company handle **bug fixes?**
- ☐ **How often are product updates released,** and how are customers notified?
- ☐ What is the **implementation timeline** for setting up the software?
(Identifying hurdles that have existed for others.)
- ☐ What **data migration support** is provided?
- ☐ What types of **end-user training** are available?
(Including costs for end-user training.)
- ☐ What **resources and support** are available after the implementation period is complete?

Next Steps:

Use this checklist for every vendor you research to make an informed decision that best fits your construction company's unique needs.

Arcoro is also here to answer any questions you may have about what HR solutions will work best for your construction company.

Contact us today.