Here is a professional course synopsis and structured outline based on the "Bid Ready" assessment tool you provided. I have organized the core concepts from the evaluation logic into distinct, actionable learning modules designed to help contractors prepare for prequalification.

Course Synopsis: Bid Ready – Scaling for Commercial and Government Contracts

Course Description Making the jump to large-scale commercial contracts, bonded projects, and public works (such as DFCM or UDOT) requires more than just field expertise—it requires meeting rigorous financial, operational, and administrative standards. This course demystifies the prequalification process, teaching contractors exactly what General Contractors, bonding agents, and government entities look for before a price is ever considered. Students will learn how to build a prequalification packet, implement project-level job costing, manage cash flow for longer pay cycles, and structure their operations to safely absorb larger schedules without risking their current workload.

Learning Objectives

- Identify the distinct administrative requirements for different job tiers (up to $3M+) and awarding entities (GCs vs. Public/Government).
- Understand the critical importance of project-level job costing and how to generate a Work-in-Progress (WIP) schedule.
- Evaluate and upgrade current insurance coverages to ensure they pass strict certificate reviews.
- Develop robust internal operations, including strict change-order discipline and strategic capacity planning.
- Assemble a complete, professional prequalification packet to bypass administrative gatekeepers.

Course Outline

Module 1: Bid Targets & The Prequalification Landscape

- **Understanding Job Tiers:** How scrutiny scales from $250K jobs to $3M+ bonded projects.
- **Know Your Buyer:** Navigating the distinct documentation requirements of General Contractors, Property Managers, and Public/Government entities (DFCM, UDOT).
- **Labor Structure:** How awarders view your capacity based on your use of solo operators, W-2 employees, and subcontractors.

- **Track Record & Delivery:** Why completed-project history is the first thing checked, and how to leverage your delivery history.

Module 2: Financial Stability & Capital Management

- **The Job Costing Mandate:** Transitioning from year-end tax accounting to precise, project-level job costing.
- **The WIP Schedule:** Understanding, building, and maintaining a Work-in-Progress schedule (the most requested financial document for large bids).
- **Cash Flow & Working Capital:** Funding the gap. How to manage capital and crew payrolls when facing 30- to 60-day commercial pay cycles.

Module 3: Insurance, Bonding, & Risk Transfer

- **Beyond Minimum Limits:** Why "minimum coverage" fails GC and public contract requirements.
- **Surviving Certificate Review:** Understanding how underwriters and GCs scrutinize Certificates of Insurance (COI) line-by-line.
- **Key Endorsements:** Navigating Additional Insured requirements, Waivers of Subrogation, and purpose-built coverage for specific bids.

Module 4: Operations, Capacity & Scope Control

- **The Administrative Baseline:** Why formalized customer contracts, accurate bidding software, and structured invoicing systems are mandatory.
- **Change-Order Discipline:** Implementing strict processes to prevent scope creep from eating project margins.
- **Capacity Planning:** Proving to awarders that you have the staff to execute a large schedule without slipping on existing commitments.

Module 5: Bidding Preparedness & Strategy

- **Building the Prequalification Packet:** Assembling the necessary components: company resume, completed projects list, safety data/EMR, and financial references.
- **Strategic vs. Reactive Bidding:** The dangers of "spray-and-pray" bidding and how to improve hit rates and margins through niche focus and referral networks.

- **Reference Readiness:** Preparing for the inevitable reference checks on your on-time and under-budget delivery history.