

# Grow Your Business

## Chart these Courses



Washington businesses know the value of learning ways to become more competitive and successful. That's why WSDOT has chosen to offer four training courses around the state based on topics selected by and for Disadvantaged Business Enterprises like you.

We're excited to help develop these trainings with some of the most experienced and qualified instructors available.

**And best of all the trainings are FREE!**

### **Class 1: General Estimating**

- i. Determine if project includes company work classifications
- ii. Where to find info related to company expertise
- iii. Quantifying deliverables, identifying estimating coefficients

### **Class 2: Overview of Project Labor Agreements**

- i. Considerations to include in a proposal
- ii. Added steps to address
- iii. Prevailing wage rates

### **Class 3: High-level View of Scheduling & Workflow**

- i. When to mobilize and cost of [doing so]
- ii. How to keep work packages on schedule
- iii. How to plan materials deliveries

### **Class 4: Administrative Considerations For Bidding**

- i. Understanding contract language
- ii. What to include in a proposal
- iii. How to protect yourself, "reasonable exclusions"

**Please take a few moments to review the courses and help us finalize the arrangements by completing a 2-minute survey on which ones you want to attend. Thanks!**



SparrowHawk and Associates is a multi-firm team that provides outstanding communication and public involvement services to clients including the Washington State Department of Transportation. SparrowHawk Consulting Company, Inc. serves as the prime contractor on this project. For further information please contact [info@sparrowhawkco.com](mailto:info@sparrowhawkco.com)