



- Gold Seal Certified Course-

**ESTIMATING COURSE**

The purpose of this course is to teach individuals basic estimating and bidding skills. The course includes (2) full days of instruction plus an additional (3) weeks of on-line estimating and instructions during evenings and weekends at home. Each participant will receive a complete 120-page estimating manual. A brief overview of the course is as follows:

- Analyzing projects to bid
- Risk analysis
- Researching bids/clients
- Knowing the competition
- Estimating costs/updating
- Contact lists for prices
- Bidding strategy and Recommendations
- Bidding preparation
- Site visits
- Check lists
- Selling the Bid
- General Conditions (Requirements)
- Types of Bids
- Instructions to Bidders
- Addenda
- Bid Depository
- Bonding & Insurance
- Pre-estimate Budgets
- How to estimate (each discipline separate)
- Estimating on-line w/drawings and specs
- Drawings to be estimated and graded

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**Dates:** December 2 & 3, 2010 (8:00am – 4:00pm)  
Plus online correspondence evenings & weekends for 3 weeks thereafter

**Location:** Merit Contractors Assoc., 112 - 131 Provencher Blvd, Winnipeg

**Costs:** Merit members \$975.00 + \$48.75 GST = \$1023.75  
Non members \$1075.00 + \$53.75 GST = \$1128.75

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**REGISTRATION INFORMATION**

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Registrants: \_\_\_\_\_

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- Course requires a minimum of 10 participants and is limited to 14 participants**
- To guarantee registration, fax form to Merit @ (204) 888-6204 For more information, contact 204-888-6202
  - Send cheques payable to Merit Contractors Association, 112-131 Provencher Blvd, Winnipeg, MB, R2H 0G2
  - No cancellations/refunds after November 12, 2010