

Infrastructure Readiness Checklist for Pavement Contractors

Use this checklist to assess your operational readiness before taking on higher project volume. Score each section honestly — the gaps you find now are far less costly than the ones you discover mid-season.

Section 1 — Project & Scheduling Readiness

- Do you have a centralized system for assigning and tracking crew tasks across all active projects?
- Can you see the status of every open project in real time without calling your foreman?
- Do you have documented processes for onboarding a new project from bid to kickoff?
- Can your scheduling system handle 2x your current project volume without breaking down?

Action: Set up Projects and Task Schedule modules in Commander ERP for all active jobs.

Section 2 — Bidding & Sales Pipeline Readiness

- Do you have a structured bid template that captures labor, material, fuel, and overhead costs?
- Is your historical bid data stored and accessible for reference on new proposals?
- Do you have a CRM tracking every open opportunity and prospect follow-up?
- Can you generate a new bid in under 2 hours for a standard job type?

Action: Load all open opportunities and pending bids into Commander ERP CRM and Bids modules.

Section 3 — Financial & Invoicing Readiness

- Are all completed jobs invoiced within 48 hours of project closeout?
- Do you have real-time visibility into accounts receivable across all active clients?
- Can you run a profitability report by job type or crew within 10 minutes?
- Is your payroll data fully reconciled against time logs at all times?

Action: Run the Company Performance Dashboard in Commander ERP — identify any billing gaps.

Section 4 — Workforce Readiness

- Can your current crew capacity handle a 30% increase in project volume?
- Do you have a documented plan for hiring and onboarding additional crew quickly?
- Are employee time logs tracked digitally and matched to specific projects?
- Do you know your current labor cost per project type?

Action: Review Time Tracker data in Commander ERP — identify capacity constraints.

Section 5 — Supplier & Cost Control Readiness

- Do you have confirmed supplier relationships with capacity to handle increased material orders?
- Are fuel costs tracked by vehicle and project in real time?
- Do you have equipment maintenance schedules up to date for increased utilization?
- Can you identify your top 3 cost overrun categories from last season?

Action: Update Suppliers, Fuel & Maintenance modules in Commander ERP before season peak.

Section 6 — Overall Readiness Score

20–25 checks: Your backend is ready — focus on aggressive growth.

14–19 checks: You have gaps — prioritize fixing them before volume increases.

Under 14 checks: Your backend needs significant work — start with Commander ERP now.