



IRRIGATION INDUSTRY ASSOCIATION OF B.C.

IIABC 205 – 2469 Montrose Avenue, Abbotsford BC V2S 3T2

P: 604-744-4274 E: iiabc@irrigationbc.com W: irrigationbc.com

Last date of review: July 10, 2024

Note: IIABC reserves the right to amend course outlines as needed without notice.

Contractor Business Course (Business course)

Course Description:

The Contractor Business Course is designed to equip participants with essential skills and knowledge for effectively managing and growing a successful irrigation contracting business. This one-day course covers critical aspects of business planning, budgeting, bidding, and financial management.

Learning Outcomes:

By the end of this course, participants will be able to:

1. Develop budgets that ensure profitability.
2. Prepare accurate bids incorporating overhead costs, materials, and labor.
3. Understand the fundamentals of business planning and accounting.
4. Estimate project costs effectively.
5. Evaluate the financial health of their business.

Course Content:

1. **Budgeting for Profits**
 - Techniques for developing budgets that maximize profitability.
2. **Preparing Proper Bids**
 - Instruction on creating comprehensive bids including overhead, materials, and labor costs.
3. **Business Planning Basics**
 - Fundamentals of creating a business plan to guide growth and operations.
4. **Accounting Essentials**
 - Introduction to basic accounting principles relevant to irrigation contracting businesses.
5. **Estimating Project Costs**
 - Methods for accurately estimating costs for irrigation projects.
6. **Evaluating Business Health**
 - Tools and techniques for assessing the financial health and performance of your business.

Course Fees (Course fee is subject to change at any time):

- **Non-Members:** \$600 + GST
- **Members:** \$500 + GST
- **Course Retake Fee:** 70% of the respective fee you paid before when you took the course.
- **Subsidies:** The Okanagan Basin Water Board (OBWB) is generously offering \$100 course subsidies to Okanagan residents and companies working on irrigation systems in the Okanagan.

Prerequisite: No prerequisites are required to enroll in this course. This course is a prerequisite for the Certified Irrigation Contractor (CIC) Certification.



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Course Schedule:

- **Spring Term:** February to April, annually (offered online only, based on demand)
- **Winter Term:** November or December, annually during the annual conference (In-person only, offered based on demand)

Instructional Time:

The course includes 8 hours of instructional time, with breaks. Attendance is mandatory to be eligible to write the exam (optional). You cannot challenge the exam without attending the full instructional time.

Course Materials:

- **In-person Courses:** Materials are provided on the first day of the course.
- **Online Courses:** Materials are mailed to your address or securely emailed to your email address.

Exam Fee:

- **Members:** \$200 + GST (additional to course fee)
- **Non-members:** Not eligible to take exam.

Exam Information (exam is optional for this course):

- **Format:** The exam is completed as a take-home exam and consisting of problem solving questions.
- **Passing Percentage:** 75%
- **Proctoring:** Exam does not need to be proctored and is emailed to you at the end of the instructional time.
- **Delivery Options:**
 - In-person course: Not available.
 - Online course: Exam does not need to be proctored and is emailed to you at the end of the instructional time.
- **Eligibility:** Only IIABC members can write the exam.
- **Re-write Fee:** \$150 + GST.

Upon passing the exam, a certificate will be emailed to you. To maintain your certification, an annual active certification fee (ACF) of \$25 is required, and only members in good standing names will be listed on our IIABC website under certified professional's directory.

For more information, please contact us at iiabc@irrigationbc.com.

Approved by: IIABC Certification Board and Chair - Certification Board