



# AI Project Command Workshop

## Course Outline | Practical Construction AI Training

Audience: General contractors, developers, construction managers, trade contractors, project managers, coordinators, superintendents, estimators, accounting staff, and leadership.

Format: Six instructional hours delivered as a private, hands-on company workshop for up to 12 participants.

| Private Workshop | Investment     | Participants    | Follow-Up         |
|------------------|----------------|-----------------|-------------------|
| <b>6 hours</b>   | <b>\$4,500</b> | <b>Up to 12</b> | <b>60 minutes</b> |

**We teach construction teams how to turn project information into clear analysis, defensible documentation, faster decisions, and repeatable project controls using AI.**

## Workshop Outcomes

- Load and organize project information so AI has the correct context, source documents, audience, and requested output.
- Analyze plans, quotes, scopes, schedules, and communication trails for discrepancies, missing information, and potential exposure.
- Produce RFIs, open-item rundowns, timeline records, critical-action plans, project-position reports, and executive summaries.
- Research inspection comments and code references, then build professional, source-based responses for human review.
- Create repeatable tracking, permitting, closeout, and reporting procedures that improve consistency across the company.
- Separate verified facts from assumptions and AI inferences, protecting accuracy, confidentiality, and company credibility.

# Course Agenda

| Module | Topic                                                       | Instruction |
|--------|-------------------------------------------------------------|-------------|
| 1      | AI Project Loading, Guardrails & Accuracy                   | 45 min      |
| 2      | Plans, Quotes, Scope & Schedule Analysis                    | 75 min      |
| 3      | Project Rundowns, Timeline & Communication Record           | 75 min      |
| 4      | Critical Path, Project Position & Tracking                  | 60 min      |
| 5      | Inspection Push Back, Code Challenge, Permitting & Closeout | 60 min      |
| 6      | Executive Reporting & Company Workflow Build                | 45 min      |

## Detailed Course Content

### Module 1: AI Project Loading, Guardrails & Accuracy

#### 45 minutes

- Set up project-specific AI workspaces, folders, files, settings, and naming conventions.
- Load the correct background: contract scope, project team, plans, specifications, schedules, quotes, logs, and communication history.
- Protect confidential information and establish company rules for acceptable AI use.
- Separate confirmed facts, assumptions, missing information, and AI-generated inferences.
- Verify dates, dollars, plan references, contract language, code citations, and technical conclusions before use.

Hands-on output: a reusable project-loading checklist and a correctly structured project prompt.

### Module 2: Plans, Quotes, Scope & Schedule Analysis

#### 75 minutes

- Run cross-document plan analysis to reveal discrepancies, missing details, conflicts, and potential change-order exposure.
- Create draft RFIs for GCs, AORs, EORs, consultants, and design teams based on incomplete or conflicting information.
- Compare quotes, exclusions, clarifications, plans, specifications, and bid sheets to identify scope-gap exposure.
- Analyze schedules for missing predecessors, unrealistic sequencing, trade conflicts, procurement constraints, and inspection dependencies.
- Create a human-verification plan before relying on AI-generated findings.

Hands-on output: a discrepancy log, draft RFI, scope-gap review, and schedule-risk list.

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# Detailed Course Content - Continued

## Module 3: Project Rundowns, Timeline & Communication Record

**75 minutes**

- Create an Open-Items Rundown showing unresolved questions, pending decisions, responsible parties, due dates, and required follow-up.
- Build a Timeline & Communication Rundown that reconstructs what happened, when it happened, who directed it, and what remains unclear.
- Develop defensible CYA documentation without exaggeration, blame, or unsupported conclusions.
- Identify stalled decisions, conflicting instructions, unanswered RFIs, unapproved changes, and responsibility gaps.
- Convert scattered project records into a clear Project Position Report.

Hands-on output: an open-items tracker, communication timeline, and current project-position report.

## Module 4: Critical Path, Project Position & Tracking

**60 minutes**

- Reveal the critical next actions required to protect schedule, cost, inspections, and turnover.
- Create priority-based action plans, two-week look-aheads, recovery steps, escalation plans, and responsibility assignments.
- Build trade, scope, procurement, submittal, inspection, and project tracking systems.
- Use AI to compare the stated project position against documents and identify unsupported assumptions.
- Turn current information into decision-ready direction for leadership and project teams.

Hands-on output: a critical-path action plan and a project-control tracker.

## Module 5: Inspection Push Back, Code Challenge, Permitting & Closeout

**60 minutes**

- Research cited code sections, agency rules, approved plans, details, and inspection comments using reliable sources.
- Build professional inspection responses that distinguish the inspector's comment, the plan requirement, the code language, and the requested resolution.
- Identify when an AOR, EOR, consultant, attorney, or code official must make the final determination.
- Create AI-assisted permitting trackers, inspection pathways, required-document checklists, and agency follow-up procedures.
- Create closeout trackers for finals, CO readiness, as-builts, warranties, O&M; manuals, attic stock, releases, and outstanding documentation.

Hands-on output: an inspection-response framework and a permitting/closeout readiness tracker.

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## Module 6: Executive Reporting & Company Workflow Build

### 45 minutes

- Turn technical project information into a concise Project Executive Report and Executive Summary.
- Create leadership issue briefs showing current status, risk, decisions required, responsible parties, and recommended next actions.
- Build reusable company prompts, templates, checklists, and quality-control steps.
- Decide which tasks should remain manual, which should be AI-assisted, and which may be automated through separate systems work.
- Establish the company's next 30-day implementation plan.

Hands-on output: an executive report, reusable workflow, and 30-day implementation plan.

## Participant Preparation & Materials

### Recommended Participants

- Project managers, coordinators, assistant project managers, and project executives
- Superintendents, field leaders, and closeout personnel
- Estimators, preconstruction staff, purchasing, and operations leadership
- Developers, owner representatives, and construction managers
- Accounting, billing, and administrative staff who support project workflows

### What Participants Bring

- A laptop and access to the company-approved AI platform.
- One sample project or a prepared training project supplied by Asher Lanes.
- Optional sample plans, quotes, schedules, logs, reports, and communication trails that may be used safely in training.
- Questions about current workflows, repeated project problems, and reporting needs.

### Take-Home Toolkit

- AI Project Loading Guide and source-verification checklist
- Plan discrepancy, scope-gap, and schedule-analysis prompt system
- RFI, inspection response, and code-challenge frameworks
- Open-Items, Timeline & Communication, Critical Path, and Project Position templates
- Trade/scope/project tracker and permitting/closeout readiness templates
- Project Executive Report and Executive Summary templates
- Reusable company prompt library and 30-day implementation plan

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# Optional Financial Add-On

**AP / Billing / Invoicing / SOV Rundown**

**+\$1,500**

A separate two-hour working session covering AP and unpaid commitments, billing status, invoice and SOV review, retainage, stored materials, pending change orders, missing backup, payment follow-up, cost exposure, and a project financial-position report.

## Scope Boundaries & Important Guardrails

- The workshop teaches AI-assisted analysis and repeatable procedures; it does not replace project management, engineering, design, legal advice, accounting, code-official authority, or professional judgment.
- Potential discrepancies, scope gaps, code issues, and change-order exposure must be verified against complete contract documents and actual project conditions.
- Portal integrations, unattended email automation, software development, and fully automated permitting are not included in the workshop and may be scoped separately.
- Company personnel remain responsible for reviewing outputs, protecting confidential information, and approving all external communications and project decisions.
- Travel outside the local service area is additional.

**Private Company Workshop: \$4,500 | Up to 12 Participants | 6 Instructional Hours | 30-Day Follow-Up Included**

Asher Lanes Project Group