

Baltimore Chapter CSI

Professional Development and Certification Seminars — Winter 2020

Syllabus

Location: Waldon Studio Architects — Baltimore; 31 Light Street (building entrance is on Water Street), Baltimore, MD (go to the 5th floor).

Contact: Scott Sider, Professional Development Committee Chair, Waldon Studio Architects; 410-290-9680, Extension 303.
swsider@waldonstudio.com.

Class Dates: Tuesdays from January 7, 2020 through March 17, 2020.

Class Time: 6:00 PM to 8:00 PM.

Seminar Series Fee: \$100.00 (for the entire series). \$10.00 for individual sessions.

Date	CDT Preparation	CCS, CCPR, CCCA Preparation
Tuesday January 7, 2020	Building team members and their relationships; Commissioning; Construction process; Project phases; Facility Life Cycle; Integrated Project Delivery	CCCA: Construction Administration; Roles and Responsibilities; Preconstruction; Meetings; Construction Observation and Inspection
Tuesday January 14, 2020	OmniClass, MasterFormat, and UniFormat.	CCCA: Submittals; Quality Assurance and Quality Control; Executing the Work
Tuesday January 21, 2020	SectionFormat, PageFormat, OmniClass, Spec Data, and GreenFormat	CCCA: Contract Document Interpretations and Modifications; Claims and Disputes
Tuesday January 28, 2020	AIA A201 – Contract Provisions: Definitions and provisions.	CCCA: Measurement and Payment; Project Closeout; Construction Administration Guides
Tuesday February 4, 2020	AIA A201 – Rights, Duties, and Responsibilities: Understand Owner, Contractor, and A/E roles. AIA A101 – Owner-Contractor Agreement	CCS: Project Manual and Specifications Practices; Producing a Project Manual; Coordinating Drawings and Specifications (Scott)
Tuesday February 11, 2020	Codes and Regulations; Project Conception; Programming; Project Cost and Scheduling; Project Delivery Methods; Integrated Project Delivery.	CCS: Methods of Specifying; Performance Specifying; Procurement Specifying; Specifying for Government Agencies
Tuesday February 18, 2020	Product Selection Processes and Evaluation	CCS: Specifications and Contract Forms, Construction Bonds, and Construction Insurance; Division 01 Specifications
Tuesday February 25, 2020	Design; Sustainability; Value Judgement Processes; Schematic and Design Development Documents	CCS: Master Guide Specifications; Short Form Specifications;
Tuesday March 3, 2020	Construction Administration	No Session
Tuesday March 10, 2020	Procurement	CCPR: Services of Product Representatives; Forms of Representation; Working with the Project Team; Product Information
Tuesday March 17, 2020	Facility Management Exam Preparation	CCPR: Filing Product Information; Distributing Product Information; Forms of Presentation; The Sales Process

Baltimore Chapter CSI Professional Development and Certification Seminars Winter 2020 Registration Form

Location: Waldon Studio Architects — Baltimore; 31 Light Street (building entrance is on Water Street), Baltimore, MD (go to the 5th floor).

Contact: Scott Sider, Professional Development Committee Chair, Waldon Studio Architects; 410-290-9680, Extension 303.
swsider@waldonstudio.com.

Class Dates: Tuesdays from January 7, 2020 through March 17, 2020.

Class Time: 6:00 PM to 8:00 PM.

Seminar Series Fee: \$100.00 (for the entire series). Please make checks payable to *Baltimore Chapter CSI* and bring to first class with completed registration form. If you register for individual sessions on Eventbrite, they are \$10.00 each. Registration for this class does *not* register you for taking the certification exams. To register for exams, contact CSI at www.csiresources.org or call 800-689-2900. Certification CDT Exam "cheap" registration (\$375 member/\$625 non-member; students at \$165 with valid ID) runs from February 10 to April 8. "Expensive" registration runs between April 9 and April 30 (\$545 member/\$795 non-member; and Student at \$165 with valid ID). CCS, CCPR, and CCCA Exams will **not** be held in the Spring of 2020; they will be held in Fall 2020.

Instructional Materials You Must Obtain:

- CDT Sessions: *Project Delivery Practice Guide*. Access MasterFormat™ and UniFormat™ 2010 from the companion web site.
- CCS Sessions: *Specifications Practice Guide*. Access MasterFormat™, UniFormat™ 2010, SectionFormat™ 2008, and PageFormat™ 2008 from the companion web site.
- CCCA Sessions: *Construction Administration Practice Guide*. Access MasterFormat™ and UniFormat™ 2010 from the companion web site.
- CCPR Sessions: *Product Representation Practice Guide (PRPG)*. Access MasterFormat™ and UniFormat™ 2010 from the companion web site. *NOTE: CCPR Exam will not be held in 2020, as the program undergoes re-evaluation to comply with certification standards.*
- Order the *Practice Guides* from the Institute at 800-689-2900; www.csiresources.org. If you are a CSI member, make sure you log into the CSI web site prior to ordering, so you receive the member discount.
- 2017 edition of AIA A101, *Standard Form of Agreement between Owner and Contractor Where the Basis of Payment is a Stipulated Sum*. You can purchase the AIA A101 at <http://documentson demand.aia.org>. It will cost about \$30 for the document.
- 2017 edition of AIA A201, *General Conditions of the Contract for Construction*. You can purchase the AIA A101 at <http://documentson demand.aia.org>. It will cost about \$30 for the document.
- Purchase the EJCDC documents at http://www.ejcdc.org/index.php?option=com_virtuemart&page=shop.browse&category_id=1&Itemid=27. This would cost about \$340 for the two documents, if you purchase them. Since the concepts of the AIA documents are similar to the EJCDC documents, per information received from the Institute Certification Committee, you can study for the exam using the AIA documents **or** the EJCDC documents.
- Study Guides, Handbooks, and Study Work Books Links:
 - CDT: [Candidate Handbook](#) and [Candidate Study Work Book](#) (requires having or creating an account on website).
 - CCS: [Candidate Handbook](#) and [Candidate Study Work Book](#) (requires having or creating an account on website).
 - CCCA: [Candidate Handbook](#) and [Candidate Study Work Book](#) (requires having or creating an account on website).
 - CCPR: [Candidate Handbook](#) and [Candidate Study Work Book](#) (requires having or creating an account on website)..

Credits: 2 AIA CES credits (including Health, Safety, and Welfare) per session attended, typically.

Please provide the following information:

Name: _____ Firm: _____

Mailing address: _____

Telephone: _____ Email: _____

- Are you planning on sitting for a CSI exam in Late March / Early April 2020? Yes No. If yes, which? _____
- If you need continuing education units or learning units, please furnish the name of your professional organization and your membership number so we can submit your credits.
- Are you a CSI member? Yes No. Baltimore Chapter member? Yes No. If not, would you like more information about joining CSI? Yes No.
- To obtain study materials, or to register for exams, contact CSI at www.csiresources.org or call 800-689-2900.
- Reserve your seat as soon as possible. Space is limited and fills up fast.