

Construction Contract Documents Classes

Nashville Chapter Construction Specifications Institute November 2018

Study Classes: The Nashville Chapter of CSI will again host **CDT** Study Classes for the Spring 2019 Exams. The classes will also include AIA document review, which will be of interest to those preparing for **CCS**, **CCCA** and **CCPR** exams as well as breakout sessions focused on those advanced exams. CCS, CCCA and CCPR breakout sessions will be scheduled at times and locations as appropriate.

Class Location: **Tennessee Board of Regents, 1 Bridgestone Park** (Briley Parkway @ Lebanon Road)
You may park anywhere (except reserved spaces). Come to the Main Entrance and additional directions will be at the Security Desk.

Cost: **FREE** and CEU's / PDH's / LU's will be offered.

When: Thursday's from **5:00 pm** till **7:00 pm** starting on **January 17, 2019** and run for 10 weeks.

Whom: Classes are open to anyone with a desire to gain a better understanding of construction contract documents. Being registered to take a CSI exam or being a CSI member is not a requirement to participate. All are welcome.

Study Materials: The classes and the exams will be based on the Project Delivery Practice Guide – Second Edition. You should have access to the PDPG-2, either hard copy or an electronic copy for the class. The class will cover MasterFormat, UniFormat, GreenFormat SectionFormat, PageFormat and other standards of our industry. We will also use AIA documents, particularly the AIA A201 2017 General Conditions.

New This Year: Starting on July 1, 2018, the Construction Documents Technology (CDT) program has transitioned from a certificate to a certification. Please check the CSI National for more details at the CSI website: <https://www.csiresources.org/home> click on Certification then CDT. This website is also the location to sign up for the National CDT Certification Exam and to obtain documents.

If you sign up for the National Exam you will receive The CSI CDT Exam Candidate Handbook. The handbook is available free at the above website. Classes will generally follow the Exam Outline in the handbook, see study class outline below.

Nashville Study Class Sign Up: Sign-up for our Nashville study class is required as there a limited number of seats available. Anyone interested is encouraged to attend. For questions or to sign-up, email: Carl Manka at CManka@comcast.net or Lynn Jolley at LJolley@comcast.net and let us know which exam you intend to take.

National Exam Sign Up: The nationwide exams for CDT CCS, CCCA and CCPR will be a computerized test and is normally offered April – May 2019. Check out the details of the certification programs and register for the national exam at <https://www.csiresources.org/home> then click on Certification. If you intend to take an exam you will want to sign up during the early registration (significantly a lower cost). Check the website for details, costs and dates.

CSI CDT & Certification Study Classes – 2019: Study classes will be held for 10 weeks by the Nashville Chapter of CSI. The focus in the first 3 sessions will be primarily toward the CDT exam and a refresher for anyone taking other exams. Weeks 4 & 5 will focus on the AIA General Conditions. The AIA General Conditions play a significant role in all of the CSI Exams. Weeks 6 - 9 will include continued review for the CDT Exam and mentoring for the CCS, CCCA and CCPR exams upon request. The final session will be a Mock CDST Exam.

As the CDT Certification exam is the basis for the advanced certification exams and a significant part of the certification exam will depend on knowledge covered in the CDT - ALL exam candidates are encouraged to attend all classes.

Classes will be led by: **Carl Manka** CSI CCS RA NCARB (**CM**),
Lynn Jolley CSI CCS CCCA AIA (**LJ**)
Jerry Preston FCSI CCS (**JP**),
Kevin D. Corkern FCSI CCS CCCA (**KC**), and
Cheryl Crosby CSI CCCA (**CC**),

Course materials are: CSI – Project Delivery Practice Guide – Second Edition. Please have a copy of this Guide for class – either hard copy or electronic copy. Other documents include: AIA A201 - 2017 General Conditions, and other related industry documents and study guides.

Week 1 - January 17, 2019

CM Overview of CSI – CDT and the CCS, CCCA and CCPR Certification Exams
KC Domain 1 - Fundamentals
KC Domain 2 - Project Concept and Delivery

Week 2 - January 24, 2019

CM CSI Principles & Master Format
KC Domain 3 – Design Process
LJ Domain 4 – Construction Documents

Week 3 – January 31, 2019

LJ Domain 5 – Procurement

Week 4 – February 7, 2019

JP AIA A-201 General Conditions

Week 5 - February 14, 2019

JP AIA A-201 General Conditions

Week 6 - February 21, 2019

CC Domain 7 – Construction

Week 7 – February 28, 2019

LJ Domain 6 – Preconstruction (Bidding / Negotiating / Purchasing)
CM Domain 8 – Life Cycle Activities – Facilities Management

Week 8 – March 14, 2019

CM Delivery Methods, Agreements, Change Orders, Bonds
BIM – Integrated Project Delivery – PPD Format and Specifications Language

Week 9 - March 21, 2019

CM & LJ CDT - Review – Principles, Division 1, Formats and Exam Overview

Week 10 - March 15, 2019

CM & LJ Mock Exam - CDT

Mentoring to be scheduled upon request during the 10 Weeks as appropriate

KC LJ and others: CCS, CCCA & CCPR Certification Exam Preparation

All National CDT, CCS, CCCA & CCPR Exams will be at a Prometric Testing Center