



## 2023 CSI CONSTRUCTION CONTRACT ADMINISTRATION CLASSES

On 8 consecutive Tuesday evenings the Willamette Valley Chapter of the Construction Specifications Institute (CSI) will conduct its 39<sup>th</sup> annual seminar designed to give each participant an in-depth understanding of construction contract administration, and describe generally how proper contract administration can help achieve a successful project.

**Mode:** Instruction will be by video teleconferencing (i.e. Zoom). *Registrants will be provided log-in information prior to the first class.*)

**Time:** 6:00 to 8:00 pm

### **Dates, Topics, & Instructors:**

January 17, 2023	Project Delivery Systems Communications	West, Nishimura, Banks Boucock
January 24, 2023	Claims & Disputes	Nishimura
January 31, 2023	Contracts: Modification & Changes	Banks
February 7, 2023	Project Records: Documentation & Submittals	Hamilton
February 14, 2023	Project Records: Substitutions & Closeout	West
February 21, 2023	Quality Assurance/Quality Control	Nishimura
February 28, 2023	Site Visits	Nishimura
March 7, 2023	Measurement & Payment Review Q&A	West, Nishimura, Banks

### **Instructors:**

**Larry Banks, AIA, CSI, CCS;** Principal, Pivot Architecture with 33 years experience.

**Jerry Boucock, CCCA;** Project Manager, Delta Construction (retired) with 30 years experience.

**Randy Nishimura, AIA, CSI, CCS;** Principal; Robertson & Sherwood with 40 years experience.

**Linn West, CSI, CDT;** Architect, specifications writer, with 55 years experience.

### **Who can benefit from this Seminar:**

Architects, Engineers, Design Professional Interns, General Contractors, Subcontractors, Construction Managers, Construction Superintendents, their Clerical Staffs, and Students.

The seminar will also be of particular value to those planning to take State Licensing Exams or CSI Certification Exams.

AIA Members can earn up to 15 HSW Continuing Education Units. All Registrants will receive a Certificate of Attendance.



**2023 CSI CONSTRUCTION CONTRACT ADMINISTRATION CLASSES  
REGISTRATION FORM**

*(One form per person please. Reproduce form as required.)*

Name: \_\_\_\_\_ Firm: \_\_\_\_\_  
*(Please Print)*

Address: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Personal E-mail Address: \_\_\_\_\_

CSI Member? Yes \_\_\_ No \_\_\_ *(Note: Only individuals can be CSI members - not firms)*

If not a CSI Member, would you like to receive CSI Membership Information? Yes \_\_\_ No \_\_\_

Are you planning to take any of the following examinations within the next 12 months?

Licensing Exams: Architecture \_\_\_ Engineering \_\_\_ Landscape Architecture \_\_\_

CSI Certification Exams: CDT \_\_\_ CCS \_\_\_ CCCA \_\_\_ CCPR \_\_\_

*Note: CSI Exams require separate registration and fee payment (Phone: 800-689-2900)*

Do you wish to receive AIA/CES Learning Units? No \_\_\_ Yes \_\_\_ (AIA Membership No.: \_\_\_\_\_)

**REGISTRATION FEES (For complete seminar course)\*\***

	<u>Until Dec. 23</u>	<u>After Dec. 23</u>	
CSI Member (Membership No.: _____)	\$55.00	\$65.00	\$ _____
Non-Member	\$65.00	\$80.00	\$ _____
Intern (IDP, EIT, etc.)	\$25.00	\$35.00	\$ _____
Student (UO, OSU, LCC, etc.)	\$15.00	\$25.00	\$ _____
	<b>Total amount due</b>		<b>\$ _____</b>

**Make all payments via PayPal through the CSI-Willamette Valley Chapter website at <https://www.paypal.com/paypalme/wvcocsi?locale.x=en>**

**STUDY MATERIALS**

Various study materials are helpful for those planning to take the CSI Certified Construction Contract Administrator (CCCA) exam, and will be highly valuable to others. Information regarding these materials are available online at: <https://www.csiresources.org/certification/ccca/ccca-source-materials>

**QUESTIONS & REGISTRATION**

Email the Registration Form and direct questions to: **Randy Nishimura, AIA, CSI, CCS**  
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