

THE  
BUILDERS  
EXCHANGE



# Builders Exchange, Inc.

9555 Rockside Rd.  
Cleveland, OH 44125

Sponsored By:



## 2009 Education Series:

### Reading Plans & Specifications & Basic Construction Estimating

#### Registration:

Complete the registration form and mail with payment to Builders Exchange, Inc.

Payment must be made prior to start of class. Confirmation letters will be sent prior to start of class.

Registration is limited and will be accepted on a first-come, first-served basis.

**Cancellations made less than 7 working days prior to the program are subject to a \$75.00 cancellation fee. NO REFUNDS WILL BE MADE ONCE CLASS BEGINS.**

#### Course Fees:

Builders Exchange Members:	\$275.00 per person
Non-Members:	\$350.00 per person

Please make checks payable to The Builders Exchange, Inc. Payment must be received in order to register. No one will be invoiced for this class.

#### Certificate of Completion:

All students receive a certificate of completion at the end of the course. Any student absent for more than 3 classes will not receive a certificate.

## READING PLANS & SPECIFICATIONS

8 Sessions  
Tuesdays, 6:00 p.m. - 8:00 p.m.  
September 15, 2009 - November 3, 2009

**INSTRUCTOR:** Phil Robinson  
**PREREQUISITES:** None  
**COURSE LIMIT:** 20 persons

### **COURSE DESCRIPTION:**

The course purpose is to familiarize individuals with drawings, specifications and other documents used in building construction. It is designed for those who have little or no experience in reading construction drawings.

The plans and specifications for an actual building will be used as technique tools; along with supplementary material which will be provided. Site, architectural, structural, mechanical and electrical drawings will be reviewed, along with project specifications and bid documents.

## BASIC CONSTRUCTION ESTIMATING

8 Sessions  
Wednesdays, 6:00 p.m. - 8:00 p.m.  
September 16, 2009 - November 4, 2009

**INSTRUCTOR:** Phil Robinson

**PREREQUISITE:** You **MUST** be able to read blueprints and specifications.

### **COURSE DESCRIPTION:**

This course provides an excellent working program for the beginning estimator. The program is designed to help the general construction estimator and is not intended to specialize in the sub-trade areas. However, it provides an excellent over-all preliminary to advanced estimating courses.

This course stresses an understanding of estimating, records, code of accounts, labor and material take-offs, wholesale price index, and practical estimating techniques. Subject material includes site work, reinforced and flat concrete, masonry, steel work, carpentry and millwork, roofing, plumbing, HVAC and electrical. All enrollees will complete a detailed estimate of a proposed building including project bid computation.

### **ABOUT THE INSTRUCTOR:**

Phil Robinson is a veteran in the construction industry with over 35 years of experience. Presently, Phil operates his own consulting firm, PMR Consultants, Inc. He has had experience in a variety of assignments which include: design, purchasing, estimating and project management. Phil holds a Bachelor's degree in Civil Engineering, a Master's degree in Business, and is a registered professional engineer.

---

## **REGISTRATION FORM**

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number where you can be reached during business hours: \_\_\_\_\_

### **NAME OF REGISTRANTS:**

1.) NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_ CLASS: \_\_\_\_\_

2.) NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_ CLASS: \_\_\_\_\_

3.) NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_ CLASS: \_\_\_\_\_

**PAYMENT MUST ACCOMPANY REGISTRATION. YOU WILL NOT BE CONSIDERED REGISTERED UNTIL FULL PAYMENT HAS BEEN RECEIVED. MAIL THIS REGISTRATION FORM AND PAYMENT TO (checks payable to Builders Exchange, Inc.):**

Builders Exchange, Inc., 9555 Rockside Rd., #300, Cleveland, OH 44125

Phone: 216.393.6300      Att: Laurel Screptock