



Looking to expand your knowledge of the Canadian construction industry and learn how you can help your company be more efficient and effective?



*"**Construction 101** was a concise, well-run workshop that gave a great overview of contracts and legal matters as it pertains to the Construction Industry. The instructor was very knowledgeable and his course delivery was to the point, concise and not filled with legal-ease.....very easy to follow. I would recommend it to anyone involved in the administration of construction contracts".* Lisa Heywood, Facility Services, District School Board of Niagara

Whether you've been in the industry for 6 months or 10+ years, these courses have something for you!

CONSTRUCTION 101 AND BEYOND...

2 DAYS. 8 MODULES. 62 TOPICS



Looking to expand your knowledge of the Canadian construction industry and learn how you can help your company be more efficient and effective?

CONSTRUCTION 101 AND BEYOND is your comprehensive overview of the Canadian construction industry. Designed specifically for construction management professionals, this two-day course breaks down the complexity of the industry examining the important roles for various industry stakeholders.

Over these two days, you will participate in hands-on activities and examine every step of the industry – from bidding to closeout.

Topics include:

1. Introduction to construction industry
2. Major steps in a construction project

CONSTRUCTION 101 AND BEYOND (2-day course)

Date: Tuesday, May 19 &

3. Risk management
4. Bid documents
5. Contract law
6. Bidding
7. Receiving bids and award of contract
8. Format of contracts and contract clauses
9. Project start up to close out

Tuesday, May 26, 2020

Location: NCA, 34 Scott Street West, St. Catharines, ON L2R 1C9

Time: 8:30 am to 4:30 pm

***2 Gold Seal Credits *Lunch/Course Material/ Binder is provided**

Price: \$450.00 (+HST) Members /

\$550.00 (+HST) Non-Members

Instructor: Derek A. Smith, ASc.T

www.constructionlab.ca

Project Management & Administration

- Project Start Up
- The Payment Process
- Changes to the Contract
- Schedules & Recording Progress

Tendering, Bidding & Award of Contracts

- Competitive Bidding
- The Bid Form & Supplemental Information
- Calling for Bids & Receiving Bids
- Contract A

Format of Contracts

- Common Features of Construction Contracts
- Letters of Intent
- Types of Contrasts
- Relationship between the Parties

Legal Matters

- Canadian Contract Law
- Validity of Contracts
- Mitigation & Despite Resolution
- Typical CCDC 2 Contract

Risk Management

- Bonding
- Property & Liability Risks
- Exposure to Loss
- Wrap up Policies

Construction Documents

- Invitation to Tender & Bid Documents
- Blueprint & Technical Specifications

WHO SHOULD ATTEND?

- **Contractors - Generals and Trades**
- **Buyers of Construction Services - Municipalities, School Districts, etc.**
- **Design Consultants - Engineers and Architects**
- **A must-have course for intern architects and engineers new to administering construction contracts, calling tenders and recommending award of contracts to owners**
- **Also, an excellent course for representatives of Owners (Project Managers and Coordinators) who are new to the role of capital project**

“Whether you’re an industry novice or a seasoned veteran, there’s something for everyone in this course.”

Croft Petersmeyer,
PCL Construction Canada Inc.

Registration Form - CONSTRUCTION
101

NEW

NEW AT NCA! CONSTRUCTION 201 - PM & FIELD SUPERVISOR MASTER CLASS

The Course: Designed to arm project managers, coordinators, site foremen/women and contract administrators with the soft skills they need to excel in a social organizational environment, we will explore 4 key areas of construction project management and management personality rarely taught in construction, engineering or design post-secondary programs in Canada.

CONSTRUCTION 201 - PM & Field Supervisor Master Class

Date: To Be Announced

Location: NCA, 34 Scott Street West, St. Catharines, ON L2R 1C9

Time: 8:30 am to 4:30 pm

***2 Gold Seal Credits *Lunch/Course Material is provided**

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Day 1 will focus on Negotiation and Communication.

Negotiation is something we do every day, yet many of us do not have formal negotiation training or understand the types of negotiation strategies. We'll explore and test your ability to negotiate in a complex organizational framework with multiple stakeholders.

Communication is critical in any construction project. Speaking so people will listen is a skill that can be taught and practiced. We will deliver tools for you to use when planning a message, what the best medium is to deliver that message, and when NOT to deliver a message.

Day 2 will focus on Productivity and Leadership.

Productivity is a concept that the construction industry struggles with on a regular basis. Small movements by any organization can increase profits from 0.5% to 1%. Knowing what they are and being able to identify where the waste lies, can assist in making that happen.

Leadership, for many, means a rank in an organization. We'll help you recognize your own personal sense of responsibility and your responsibility on behalf of your company. Being able to shift from one to the other is critical to being a successful PM, coordinator, or field personnel.

Registration Form - CONSTRUCTION
201

NIAGARA CONSTRUCTION ASSOCIATION
34 SCOTT STREET WEST, ST. CATHARINES, ON L2R 1C9
• 905-682-6661 • WWW.NIAGARACONSTRUCTION.ORG

