

State Architect's Office

SAO College

*Seminars for the Design & Construction Industry
March 2002*

OhioDAS

Ohio Department of Administrative Services

Bob Taft, Governor

Scott Johnson, Director

Greg Jackson, Assistant Director, Ohio Chief Information Officer

Carol Nolan Drake, Assistant Director

General Services Division

Richard M. Hickman, Deputy Director

Roger B. Booker, AIA, State Architect, Office of the State Architect

4200 Surface Road

Columbus, OH 43228-1395

v: 614.466.4761; f: 614.644.7982

The State Architect's Office Presents...

SAO College Dates and Locations...

Cleveland

March 6, 2002

Cleveland State University
Convocation Center
2000 Prospect Avenue
Cleveland, OH 44115

Cincinnati

March 19, 2002

Receptions, Inc. North
5975 Boymel Drive
Fairfield, OH 45014

Columbus

March 27, 2002

Aladdin Shrine Temple
3850 Stelzer Road
Columbus, OH 43219

Overview...

Sponsored by the State Architect's Office, SAO College provides an excellent opportunity for registrants to learn more about the SAO process and the management of state projects. A number of topics will be presented, including the architect/engineer selection process, project scheduling, partnering, permits and licensing, construction claims and legislative information. A panel discussion will be presented to debate issues relative to producing successful projects and avoiding litigation during construction.

An expert from the State Architect's Office (SAO) and another member of the architectural, construction or legal community, or a representative from a state agency, state college or university will co-present each seminar. Scheduled speakers are shown on the inside panel. A final list of presenters will be available at the seminar.

Who Should Attend...

Architects

Construction Managers

Consultants

Contractors

Engineers

Legal Counsel

Project Managers

Owners

Subcontractors

Continuing Education Credits...

Participants completing this seminar may be awarded up to:

- 6 learning units from the American Institute of Architects
- 6 credits in Business from the Ohio Construction Industry Examining Board

Agenda and Registration...

See inside panel for agenda and registration form. Registrations and payments are due Feb. 15, 2002. Prior to the first seminar date, a confirmation letter with directions and parking information will be forwarded to paid registrants. Registration cost is \$150 per person (includes all materials, breakfast, lunch and snacks).

8 a.m. Registration, Continental Breakfast (*registration area*)

8:30 a.m. Welcome by Roger B. Booker, AIA, State Architect (*main ballroom*)

Breakout Sessions (choose one for each time frame)

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9 a.m. **Is It a Hit or a Miss?***
(Establishing the Target Schedule)

Tom Kovacs, SAO

- Constructibility Reviews
- Establishing Contract Milestone Dates
- Initial Schedule Review
- Schedule Adjustments

Can't We All Just Get Along?*

(Partnering)

Keith Wagenknecht, AIA, SAO; Don Gregory, Kegler Brown Hill & Ritter; and Gene Belew, Dynalectric Co.

- Developing "Trust"
- Communication
- Proactive Not Reactive
- Delays/Acceleration/Float Time

Landing the Associate Contract

(A/E Selection Process)

Thomas R. Poulton, AIA, SAO, and Hamid Mehrizi, Ohio Department of Mental Health

- Methodology of Selection Process
- Preparing the Technical Proposal
- Associate Fees

10 a.m. **Change Orders 101**
(Conditions and Procedures)

Thomas R. Poulton, AIA, SAO, and Hamid Mehrizi, Ohio Department of Mental Health

- Changes in the Work
- Field Work Orders
- Emergency Change Orders
- Bulletin Change Orders

Anybody, Somebody, Nobody, Everybody Responsible?*

(Construction Administration)

W. Bruce Curtis, SAO

- Day-to-Day Construction Administration
- Who is Responsible?

Knowing How to Draw the Line

(Quality Control in Construction Documents)

Rick Axline, AIA, SAO, and Jeff Tyler, Industrial Compliance

- Construction Document Reviews
- Intra-Discipline Coordination
- Cross-Discipline Coordination
- Drawing/Specification Coordination
- Feasibility/Practicality of Details
- Cost Estimating
- Deficiencies in Construction Documents

11 a.m. **Verify That The Systems Work!**

(Building Commissioning)

W. Bruce Curtis, SAO

- Minimize System Debugging
- Minimize Owner Impacts from System Down Time
- Verify System Performance
- Case Histories

Paperwork, Paperwork... and More Paperwork

(Conditions and Procedures)

Fred Holcomb, SAO, and

Kathy Stewart, SAO

- Forms 26 and 27
- Pay Application Process
- Certified Payrolls
- Liens and Releases
- Final Pay Application

Permits and Licensing

Rick Axline, AIA, SAO, and Jeff Tyler, Industrial Compliance

- Obtaining Permits
- Doing Business the Industrial Compliance Way
- OBBC '98 vs. OBC '02
- Approvals and the BBA
- Section 106 Construction Documents
- Licensing and the Permit Process

*Session offered more than once.

Noon - 1:30 p.m.

Lunch (main ballroom)

Keynote Speaker (to be announced)

Breakout Sessions (choose one for each time frame)

1:30 p.m. Is It a Hit or a Miss?*

(Establishing the Target Schedule)

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- Initial Schedule Review
- Schedule Adjustments

Can't We All Just Get Along?*

(Partnering)

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- Developing "Trust"
- Communication
- Proactive Not Reactive
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Anybody, Somebody, Nobody, Everybody Responsible?*

(Construction Administration)

W. Bruce Curtis, SAO

- Day-to-Day Construction Administration
- Who is Responsible?

2:30 p.m. Most Responsive and Responsible

(Contractor Bid Award Process)

Thomas R. Poulton, AIA, SAO, and Hamid Mehrizi, Ohio Department of Mental Health

- Contractor Responsibility Analysis
- Bid Opening
- Performance Evaluation
- Quality Contracting/Accepting Low Bidder

How...and then What?

(General and Legislative Topics)

Fred Holcomb, SAO, and Kathy Stewart, SAO

- SAO Contracting
- Prevailing Wages
- Domestic Steel Issue

Show Me the Money

(Claims)

Keith Wagenknecht, AIA, SAO; Don Gregory, Kegler Brown Hill & Ritter; and Gene Belew, Dynalectric Co.

- Claims Avoidance
- Claims Identification
- Alternate Dispute Resolution

3:30 p.m. Panel Discussion

William C. Becker, Attorney General's Office; Roger B. Booker, AIA, SAO; Jerry Kasai, DAS Office of Legal Counsel; Bob Gavin, NBBJ; Luther L. Liggett, Jr., Bricker & Eckler LLP; Rick Lombardi, Turner Construction; Dennis Shuman, Speer Mechanical; and Keith Wagenknecht, AIA, SAO

- Producing Successful Projects
- Avoiding Litigation During Construction
- Question/Answer

SAO wishes to thank the following organizations* for their assistance in the presentation of these seminars. A final list of presenters will be available at the seminar.

Attorney General's Office
Bricker & Eckler LLP
Construction Process Solutions
Dynalectric Company
Frank Messer & Sons Construction Co.
H.R. Gray & Company
Kegler Brown Hill & Ritter
NBBJ
Ohio Department of Commerce Division of Industrial Compliance
Ohio Department of Mental Health
Professional Construction Services (PCS)
Regency Construction Services, Inc.
Scheeser Buckley Mayfield, Inc.
Schottenstein Zox and Dunn
Speer Mechanical
Turner Construction

*Session offered more than once.

*at time of printing



SAO College Registration Form

SAO College Date and Location:

Columbus - March 27, 2002 - Aladdin Shrine Temple, 3850 Stelzer Road, Columbus, Ohio

Registration Deadline: March 21, 2002 (Columbus Only)

Tuition: \$150 per person (includes all seminar materials, breakfast, lunch and refreshments).

Complete the registration form and mail it to the address below along with your personal/business check or money order made payable to **Treasurer, State of Ohio**. Payments must be made prior to or on the same day as the event. Sorry, credit cards and cash are not accepted.

General Services Division
Attention: Business Office
4200 Surface Road
Columbus, OH 43228-1395

Or use convenient on-line registration:
<http://www.gsd.das.ohio.gov/sao/sacollege.htm>

Fax Reservations: 614.644.7982; E-mail Reservations: angela.carder@das.state.oh.us, Questions: 614.752.0448
Prior to the first seminar date, confirmation letters with directions and parking information will be forwarded to paid registrants.

Name _____ Title _____
Name _____ Title _____
Company _____ E-mail _____
Phone _____ Fax _____
Address _____
City _____ State _____ Zip _____

Seminar Choices (rank your choices below):

Please indicate your first, second and third choice of seminar topics for the appropriate time frames. Every effort will be made to register you for your first choice selections; however, registration for the topics is on a first-come, first-served basis. *Note: Session offered more than once.

9 a.m.

- Is It a Hit or a Miss?*
- Can't We All Just Get Along?*
- Landing the Associate Contract

10 a.m.

- Change Orders 101
- Anybody, Somebody, Nobody, Everybody Responsible?*
- Knowing How to Draw the Line

11 a.m.

- Building Commissioning - Verify That the Systems Work!
- Paperwork, Paperwork...and More Paperwork
- Permits and Licensing

2:00 p.m.

- Is It a Hit or a Miss?*
- Can't We All Just Get Along?*
- Anybody, Somebody, Nobody, Everybody Responsible?*

3:00 p.m.

- Most Responsive and Responsible (Contractor Bid Award Process)
- How...and then What?
- Show Me the Money

Ohio**DAS**