



All courses are held at the Georgia Branch, AGC Training Center unless otherwise noted.

Georgia Branch, Associated General Contractors
1940 The Exchange, Suite 100; Atlanta, GA 30339

For questions concerning courses listed in this brochure, please contact
Liz Garrison at 678-298-4112
Email: garrison@agcga.org
Fax: 678-298-4113 or 678-298-4101

View complete calendar at www.agcga.org
by clicking on Education & Safety

Georgia Licensing Prep Courses Offered at AGC Training Center

January 10 and 11, Saturday and Sunday
February 16 and 17, Monday and Tuesday

To learn more about the Georgia Licensing Prep Courses and to **register** with the instructor please visit www.contractorsseminars.com.

Courses scheduled for the coming months include:

- Basics of Blueprint Reading
- Basics of Commercial HVAC Systems
- Confined Space Entry – Attendant Training
- CPR, First Aid and Bloodborne Pathogens
- Georgia Licensing Prep Course
- Georgia's Lien Law Update for 2009
- LEED – Preparing for the LEED Exam
- Georgia's Fundamental Seminar (Level 1A) and Exam for Persons Involved with Land Disturbing Activities
- OSHA 10-Hour for Construction
- OSHA 30-Hour for Construction
- A Superintendent's Guide Dealing with Unions
- Time and Task Management for Busy People Like You

Changes to Georgia's Lien Law Effective March 2009

January 8 ♦ AGC Offices, Atlanta
February 11 ♦ AGC Offices, Atlanta

With the passage of SB 374 during the 2008 legislative session, Georgia's lien law statute is changing effective March 30, 2009.

Everyone in the construction industry, from owners and contractors to subcontractors and vendors and industry attorneys need to understand the new requirements to effectively protect their property from liens and/or enforce lien rights going forward.

The following are a few of the revisions to the Georgia Lien Law to be discussed:

Time for Filing a Lien ♦ New Lien Language ♦ Lien Filing Procedure Changes ♦ Time for filing Suit ("lien action") on the Lien ♦ Notice to Contractor Procedure Changed ♦ New Language for the Interim Waiver and Release Upon Payment and the Waiver and Release Upon Final Payment ♦ Affidavits of Non-Payment ♦ Notice of Contest of Lien ♦ Lien Discharge Bonds

Because the law has changed so significantly, it is important that your business is prepared to incorporate these changes into its daily practice.

Length: ½ Day, 8:00 a.m. – Noon
Cost: \$109 Georgia Branch, AGC Members;
\$159 Non-Members
Instructor: Greg Joy, Smith Currie & Hancock

OSHA 10-Hour Construction Safety Outreach Course

January 9 ♦ AGC Offices, Atlanta
January 14 ♦ Holiday Inn North – Columbus
February 27 ♦ AGC Offices, Atlanta

OSHA requires a contractor to have a competent person on-site to qualify for Focused Inspection. This safety course, formerly OSHA 10-Hour, is designed to help contractors develop safety and health competent persons for their job sites. The competent person will learn to recognize potential hazards in construction before an incident occurs. Plus, individuals will be able to identify and implement abatement techniques for hazards found on the construction site.

The course covers the following topics:

- Fall protection
- Excavation and trenching safety
- Electrical safety
- Hand and power tool safety
- Personal protective equipment
- Heavy equipment safety
- Fire prevention and protection
- Hazard communication
- Recordkeeping
- OSHA's Focused Inspection Initiative

Length: 1 day, 7:00 a.m. - 6:30 p.m.
Cost: \$35 per person for participants of CompTrust AGC Mutual Captive Insurance Company;
\$185 Georgia Branch, AGC Members;
\$285, Non-members
Instructor: Affinity Service Group

Confined Space Entry Attendant Training

January 16 ♦ AGC Offices, Atlanta

In compliance with OSHA standard 29CFR 1910.146 this course is designed for all personnel that will be responsible for job sites that have confined spaces and employees that will work in or supervise workers in confined spaces. Topics included in this training are terms and definitions, identifying confined spaces and permit required spaces on the job site, program requirements, permit systems, duties of the authorized entrants, attendants, and supervisors, and rescue and emergency services.

Length: 1 day, 8:00 a.m. – 4:00 p.m.
Cost: \$189 Georgia Branch, AGC Members;
\$289 Non-Members
Instructors: Emergency One (*formerly Emergency Unlimited*)

OSHA 30-Hour Construction Safety Outreach Course

January 21, 22 and 23 ♦ AGC Offices, Atlanta

This three-day course is developed for the person who works with a broad variety of construction standards. The class covers the full spectrum of construction safety, from Subpart A through Subpart Z. Learn how to recognize basic construction hazards and implement corrective measures through classroom instruction and hands-on demonstrations.

Upon successful course completion, attendees will receive an OSHA 30-Hour Construction Outreach Course completion card.

Those who cannot make all 3 days of training can makeup the days missed at the July 2008 scheduled class.

Length: 3 days, 7:00 a.m. - 6:30 p.m.

Cost: **FREE** for Zurich Policy Holders and for participants of CompTrust AGC Mutual Captive Insurance Company;

\$265 - Georgia Branch, AGC Members

\$365 - Non-Georgia Branch, AGC members

Instructors: Dick Dean, Zurich and Brian Wood, Affinity Service Group

LEED 2.2 Content Overview: Preparing for the LEED Accredited Professional Exam

January 26 ♦ AGC Offices, Atlanta

Southface is offering an eight hour intensive course to prepare students to take the LEED Accredited Professional Exam. The class will cover all six categories of the LEED 2.2 rating system, from Sustainable Sites to Innovation and Design Process. Instructors will review the intent, requirements, issues and strategies associated with each of the credits, focusing on the level of knowledge you will need to pass the Exam. Participants will also receive training on the integrated project management and documentation processes that are fundamental to the LEED program and will learn tips for working as LEED Accredited Professionals in the field. The training series will conclude with an overview of recommended study methods, Exam-taking skills and practice questions for the LEED 2.2 accreditation exam.

Length: 1 Day, 8:00 a.m. – 5:30 p.m.

Cost: \$235 Georgia Branch, AGC Members;
\$335 Non-Members

Instructors: Southface

Basics of Commercial HVAC Systems

January 28 ♦ AGC Offices, Atlanta

The Basics of Commercial HVAC Systems is designed to teach commercial general contractors the fundamentals of HVAC systems. Attendees will learn about the components of the most common commercial HVAC systems, how these systems work, and why they are selected for various building types. The class covers mechanical plan reading, GC/HVAC coordination, common VE ideas, and methods to compare proposals from HVAC subs. Green HVAC and field issues are also addressed.

Length: 1/2 day, 8:00 a.m. - Noon

Cost: \$199 Georgia Branch, AGC Members;
\$299, Non-members

Instructor: Chris Grawburg, P.E., The HVAC Training Institute, Inc.

A Superintendent's Guide in Dealing with Unions

January 30 ♦ AGC Offices, Atlanta

"Don't let the wrong word or action get you in trouble when dealing with unions"

Regardless of whether your company or the job is union or non-union, 2009 political changes will affect you. New NLRB members will reverse decisions and allow unions to more aggressively SALT non-union workplaces. Union leaders have already boasted that they will be more aggressive in their organizing, and at the typical multi-employer job site, all employers may be drawn into a dispute. The proposed Employee Free Choice Act (EFCA) and other legislation would make it easier for unions to organize construction and non-construction employees, and would impose \$25,000 penalties for certain unfair labor practices. The increased use of injunctions could expose even individual supervisors to criminal liability.

For all of these reasons, it is essential that every project manager, superintendent, HR professional understands how to respond to union organizing, corporate campaigns, and personal attacks, or to simply deal with the various crafts.

This seminar will include: preparing for the effects of new labor legislative and legal changes; understanding the contractor's and individual supervisor's legal rights; responding to organizing activity, including SALTing, pickets, banners, and public and personal attacks;

responding to the unions' use of city and state ordinances, such as environmental and responsible contractor initiatives; common sense HR and management practices to make unions unnecessary; hiring, discipline, and discharge issues; understanding project agreements and how to supervise employees in a union setting; related labor laws every contractor needs to know.

Length: 3 Hours, 8:00 a.m. - 11:00 a.m.

Cost: \$59, Georgia Branch, AGC Members; \$109, Non-members

Instructor: Howard Mavity, Fisher & Phillips, LLP

Time and Task Management for Busy People . . . *Like You!*

January 30 ♦ AGC Offices, Atlanta

Do you work hard and put in more than a good day's effort, yet still feel as if you can never find time to get to the important things? Are you always playing "catch-up," reacting to the demands of the moment? At this workshop you'll learn these essentials:

- A more focused approach to your daily and long-range tasks-discover how to schedule your tasks in accordance with your true priorities
- How to set up and use a personal time and task management system, one that makes the best use of daily planners, calendars, "to-do" lists and computer programs
- How to identify and eliminate your personal time robbers-procrastination, disorganization, interruptions, lack of communication and many others-that stop your productivity
- How to use technology to free up time rather than add to your frenzy
- Methods for accessing your time management system and how to get back on track quickly if you slip back into unproductive habits

Length: 1 day, 8:00 a.m. - 3:00 p.m.

Cost: \$225 Georgia Branch, AGC Members; \$325, Non-members

Instructor: SkillPath Seminars

CPR, First Aid and Bloodborne Pathogens

February 6 ♦ AGC Offices, Atlanta

CPR/First Aid/Bloodborne Pathogens course is an American Safety and Health Institute program consisting of three modules:

Adult Heart Saver: Includes information about the chain of survival concepts, risk factors, prudent heart living, signals for 911 activation, adult-one rescuer CPR and Foreign Body Airway Obstruction.

First Aid: This course covers video and guided discussion presentations covering signs, symptoms, and treatments of common medical and traumatic emergencies.

Bloodborne Pathogens: Topics of this module include definition, prevention, universal precautions, immunization, exposure control, and post-exposure reporting.

Length: 1 day, 8:00 am - 4:00 pm

Cost: \$89, Georgia Branch, AGC Members;
\$109, Non-members

Instructors: Emergency One
(formerly Emergency Unlimited)

Basic Blueprint Reading

February 9 and 10 ♦ AGC Offices, Atlanta

This course offers not only the basics of blueprint reading, but also the fundamentals of construction methods that make blueprint reading meaningful. The course is designed for office personnel, foremen, superintendents, and anyone who desires a basic knowledge of construction drawings. This course will offer basic descriptions of pictorial drawings, construction materials, construction specs, how to use a scale, and reading plot plans. It will also cover the basics of print reading for concrete footings, structural steel framing, welding, unit masonry construction, framing and finish, plumbing systems, air conditioning systems and electrical systems.

This course will begin at 9:00 a.m. on Thursday, July 31 and will end at approximately 5:00 p.m. on Friday, August 1. This is a 2-day course.

Registrants need to bring a yellow highlighter and an architectural scale.

Length: 2 days, 8:00 a.m. - 4:00 p.m.

Cost: \$265.00, Georgia Branch, AGC Members; \$365.00, Non-members

Instructor: Wayne D. Smith, CPE

Georgia's Fundamental Seminar (Level 1A) and Exam for Persons Involved with Land Disturbing Activities

February 24 ♦ AGC Offices, Atlanta

The Level 1A Fundamental Seminar and exam is a one-day course ending with the Level 1A certification exam. The course is designed to train contractors, builders, developers, site superintendents, utility and grading contractors, and monitor consultants in the proper installation, maintenance, and inspection of BMP's on construction sites. Topics covered in this course are fundamentals of erosion and sediment control, the Georgia Erosion and Sedimentation Act, NPDES Permits, maintenance, stream buffers, vegetative and structural BMP practices.

To obtain the "certified personnel" certification you will need to:

- (1) Attend an approved Level 1A Seminar
- (2) Submit an application for certification
- (3) Pass the Level 1A certification exam

Length: 1 day, 8:00 a.m. - 6:00 p.m.

Cost: \$175 Georgia Branch, AGC Members;
\$225, Non-members

Instructor: Jim Spotts

Attendee Registration Form

Please make copies as needed

Check the course(s) you are registering for:

Georgia's Lien Law Changes for 2009

- January 8 - Atlanta
- February 11 - Atlanta

OSHA 10-Hour for Construction

- January 9 - Atlanta
- January 14 - Columbus
- February 27 - Atlanta

Confined Space Entry – Attendant Training

- January 16 - Atlanta

OSHA 30-Hour for Construction

- January 21, 22, 23 - Atlanta

LEED 2.2 Prep Course

- January 26 - Atlanta

Basics of Commercial HVAC Systems

- January 28 - Atlanta

Time and Task Management

Deadline to register for this course is December 30

- January 30 - Atlanta

A Superintendent's Guide Dealing With Unions

- January 30 - Atlanta

CPR, First Aid and Bloodborne Pathogens

- February 6 - Atlanta

Basic Blueprint Reading

- February 9 and 10 - Atlanta

**Georgia's Fundamental NPDES Seminar
Level 1A Course and Exam**

- February 24 - Atlanta

Registrant Information

Name: _____ Title: _____

Company: _____ Address: _____

City: _____ State: _____ Zip: _____

Registrant's Email: _____ Fax: _____

Company Phone: _____

Contact Person: _____ E-Mail: _____

Check One:

Check -- Payable to Georgia Branch, AGC Amount: \$ _____

Charge to:
 VISA MasterCard American Express

Account # _____ Exp. Date _____

Signature _____

If paying by check: Fax a copy of this registration for to **Liz Garrison** at 678-298-4113 or 4101, **THEN** mail payment along with a copy of this registration form to our lockbox address --- Wachovia Bank/Georgia Branch, AGC • P. O. Box 934023 • Atlanta, GA 31193-4023

If paying by credit card: Fax copy of this registration to **Liz Garrison** • 678.298.4113 or 678.298.4101

For more information, please contact **Liz Garrison** at 678.298-4112 or garrison@agcga.org.

Cancellation Policy: The registration fee is fully refundable up to one week prior to the event. If you do not cancel before this one week period or do not attend the seminar, the registration fee will not be refunded. Substitutions are encouraged and may be made by calling 678.298.4112. A confirmation letter will be emailed one week prior to the course.