



**Builders Exchange, Inc.**  
**2022 Educational Series**  
**Reading Plans & Specifications**  
**And**  
**Basic Construction Estimating**

**I. Reading Plans & Specifications**

5 sessions

Wednesdays, 5:30—8:00 pm

September 14, 2022—October 12, 2022

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, and supplementary material which will be provided. Site, architectural, structural, mechanical and electrical drawings will be reviewed, along with project specifications and bid documents.

Architectural and Engineering scales provided to each student along with a workbook.

**Attendees must bring pencils, erasers, notepads and a calculator to class.**

**II. Basic Construction Estimating**

5 sessions

Tuesdays, 5:30 pm—8:00 pm

October 25, 2022—November 22, 2022

The course purpose 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.

The 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.

A textbook will be provided to each student.

**Attendees must bring pencils, erasers, notepads, architectural and engineering scales and a calculator to class.**

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

**Certification of Completion:** All students receive a certificate of completion at the end of the class they have enrolled in.

Any student absent for more than two classes will not receive a certificate.

**Course Fees**

Builders Exchange Members: \$350.00 per person per course

Non-Members: \$425.00 per person per course

# Builders Exchange, Inc.

## 2022 Educational Series

### Reading Plans & Specifications

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### Basic Construction Estimating

Classes to be held at 9555 Rockside Rd., Cleveland, OH 44125

**Cancellation Policy:** Cancellations must be made no later than 5 business days prior to the start of either class to receive a full refund.

**PLEASE NOTE: ALL STUDENTS MUST COME WITH PENCILS, ERASERS AND CALCULATORS**



#### REGISTRATION FORM

COMPANY NAME \_\_\_\_\_

FULL ADDRESS \_\_\_\_\_  
\_\_\_\_\_

PHONE: \_\_\_\_\_

PAYMENT TYPES:

- 1) \_\_\_ Register and pay with credit card online at <http://home.bxohio.com/calendar/>
- 2) \_\_\_ Check (made payable to Builders Exchange, Inc.) Mail registration form and payment to: Builders Exchange, Inc., Attn: John Grandetti, 9555 Rockside Rd., Cleveland, OH 4425. Phone: 216-393-6300, Fax: 216-393-6304

NAME OF ATTENDEES:

- |    |            |             |             |
|----|------------|-------------|-------------|
| 1) | NAME _____ | EMAIL _____ | CLASS _____ |
| 2) | NAME _____ | EMAIL _____ | CLASS _____ |
| 3) | NAME _____ | EMAIL _____ | CLASS _____ |
| 4) | NAME _____ | EMAIL _____ | CLASS _____ |

**ALL ATTENDEES MUST BRING PENCILS, ERASERS AND CALCULATORS TO CLASS.**

**ARCHITECTURAL AND ENGINEERING SCALES NEEDED FOR ESTIMATING CLASS.**