

Name		
Address		
City	State	ZIP+4
Phone # ()	Fax # ()	
Company (optional)		
EMAIL		

**Free Contractor Training Day
Registration Form
Pierce College - Lakewood
Friday, June 24, 2016**

Email, fax or mail a copy of registration form to:
Dept. of Labor & Industries
Attn: Julie Perales or Mandi Mackey
PO Box 44400
Olympia WA 98504-4400
FAX: 360 902-5292
Email: LniTraining@Lni.wa.gov
OR Call: 360 902-6366 or 360-902-5217

Select one class in each time frame by checking the box.

Time	Room	Course Title	
7:30 a.m.	Check-in and networking		
8:00 a.m.			
<input type="checkbox"/>	RAI 335	Fall Prevention	
<input type="checkbox"/>	RAI 336	Preparing Your Contract and Warranty	1 Hour
<input type="checkbox"/>	RAI 361	Everything You Want to Know About Your L&I Account	50 Minutes
<input type="checkbox"/>	RAI 462	State Taxes – Sales, Use and B&O	
10:00 a.m.			
<input type="checkbox"/>	RAI 335	Accident Prevention Program	
<input type="checkbox"/>	RAI 336	Surviving as a Subcontractor	2 Hour
<input type="checkbox"/>	RAI 337	Advanced Government Contracting	
<input type="checkbox"/>	RAI 361	Bidding, Estimating, and the Bottom Line	
<input type="checkbox"/>	RAI 462	State Taxes – Sales, Use and B&O	
12:00 NOON - Break For Lunch On Your Own			
1:00 p.m.			
<input type="checkbox"/>	RAI 335	OMWBE Certification Overview	
<input type="checkbox"/>	RAI 336	Lead-Based Paint Guidelines for Contractors	50 Minutes
<input type="checkbox"/>	RAI 337	Stay at Work Program Overview	
<input type="checkbox"/>	RAI 462	New Contractor Overview	
2:00 p.m.			
<input type="checkbox"/>	RAI 335	Managing Claims to Control Your Industrial Insurance Costs	1 Hour
<input type="checkbox"/>	RAI 336	Protecting Your Business and Your Customer	20 minutes
<input type="checkbox"/>	RAI 337	Insurance Coverage and Bonds – What YOU Should Know	
<input type="checkbox"/>	RAI 361	Contracts for General Contractors	
<input type="checkbox"/>	RAI 462	Hiring an Independent Contractor and Avoid Prime Contractor Liability	
<input type="checkbox"/>	RAI 468	Prevailing Wage	
3:30 p.m.			
<input type="checkbox"/>	RAI 336	Managing the Difficult Customer	1 Hour
<input type="checkbox"/>	RAI 361	Common Legal Issues for Contractors	20 minutes
<input type="checkbox"/>	RAI 468	Advanced Prevailing Wage	

Please bring a copy of this schedule to the training

Please add my E-mail address to the L&I Training Calendar (Bi-monthly e-mail of training events)

I learned of this workshop via: US Mail Email Bldg. Assoc. Website Gov. Office Other_____

**Classes will be located at
Pierce College – Fort Steilacoom
Rainier Building (RAI)
9401 Farwest Drive SW
Lakewood, WA 98498**

I would like to obtain Department of Ecology Continuing Education Credits



Free Training for Construction Contractors

Training will take place at:
Pierce College – Fort Steilacoom
Rainier Building (RAI)
9401 Farwest Drive SW
Lakewood, WA 98498

When: Friday, June 24, 2016

Check-in and networking begins at 7:30 AM

Don't miss out on this great training event! Email fax or mail in your registration today!

Course Descriptions and Presenters

Everything You want to know about your L&I Account (*Contractors with employees*) Learn what happens when you open your L&I account. What are risk classes and how are they assigned? Learn how rates are set and adjusted; how claims affect rates; what you can do to control your company's rates; and the processes for filing your quarterly premium reports. Presented by Roseann Collins, Dept. of Labor and Industries.

Hiring "Independent Contractors" in Washington State / Prime Contractor Liability (*All Contractors*) Learn the distinction between an "independent contractor" and a covered worker. In some cases, someone you consider an "independent contractor" is actually a worker who has legal protections that cannot be waived. If so, you may be an employer with "covered workers" under Washington workers' compensation law and not realize it. This overview will help you understand the necessary requirements for independent contractors about potential liabilities for your Sub-Contractors Workers Compensation premiums. Presented by Allen Thurston, Dept. of Labor and Industries.

Managing Claims to Control Your Workers Comp Costs (*All Contractors*) Overview of the industrial insurance claims process for the new employer. We will help you understand your rights and responsibilities to protect workers from injury and what the processes are when an employee is hurt. "Light duty" and "return to work" opportunities, communicating with and getting the proper information to the claims manager and protest timelines and information. Presented by Nancy Adams, Dept. of Labor & Industries.

New Contractor Overview (*New Contractors*) Information on how to protect your contractor registration status: Model disclosure requirements, advertising as a contractor, exemptions, fraud reporting and violations. Presented by Jesse Jameson, Dept. of Labor and Industries.

State Taxes – Sales, Use and B&O (*All Contractors*) Get your questions answered about use taxes, B&O filing and other useful information from the Department of Revenue. Presented by Linda Miller-Baldwin and Jason Sayer, Dept. of Revenue.

Prevailing Wage (*Experienced Contractor*) Intents and affidavits on line, completing and filing. Scopes of work and prevailing wage rates – where to find them and how they are set. Certified payroll and other information you need to know when working on a public works project. Presented by Chuck Ziegert, Dept. of Labor and Industries.

Advanced Prevailing Wage (*Experienced Contractors*) Advanced discussion of state prevailing wage law requirements. This workshop is intended for contractors that already have a solid foundation of knowledge of prevailing wage on public works requirements. The workshop focus will be on advanced topics with an open discussion of problems, issues and correct resolutions. We will have certain key topics prepared but will focus primarily on your questions and issues. Please bring your public works and prevailing wage questions and issues! Presented by Chuck Ziegert, Dept. of Labor and Industries.

Bidding, Estimating and the Bottom line (*New Contractors*) The crucial skills of bidding and estimating – know all the costs to make an accurate bid that will cover labor, supplies, taxes etc., to ensure you have a profit built into each bid. Presented by Bruce Weech, Dept. of Labor and Industries.

OMWBE Certification Overview (*All Contractors*) The Washington State Office of Minority and Women's Business Enterprises is presenting this workshop for all small businesses interested in contracting with state government. The certification you may receive is used by buyers for state agency, educational institutions and transportation related projects. Learn the benefits of certification ... and you can bring your prepared application if you wish! (Fees for submitting an application may apply.) For more information prior to this event visit us at www.omwbe.wa.gov, or call a "Certification Trainer" 1-866-208-1064.

Accident Prevention Plans / Safety (*All contractors*) – Learn how a viable and comprehensive accident prevention / safety program saves you money. Tools to develop or fine-tune your accident prevention program and ideas to develop a "Safety Culture" in your workplace. Presented by Corey Bevis, Safety and Health Consultant, Dept. of Labor and Industries.

Fall Protection (All Contractors) Workers who work above 4' from a platform must use fall protection and be trained on its use or implementation. Often at 10', personal fall arrest or similar systems must be used. This class covers anchors and their requirements, personal fall arrest systems, written Fall Protection Plans (both on and off the jobsite). Presented by Corey Bevis, DOSH Consultation, Dept. Labor and Industries.

Stay At Work – Workers Comp Insurance Program (*Contractors with employees*) - Learn about L&I's new program to help employers keep injured workers on the job and the best part is L&I pays half the wages plus expenses to do it. Learn about how to qualify, how the program works and how this program can benefit your company and your worker. Presented by Chris Ver Eecke, Stay at Work Program Specialist, Dept. of Labor and Industries.

Lead-Based Paint Program Guidelines for Contractors (*All contractors*) Learn about the similarities and differences between the HUD Lead-based Paint Abatement Program and the EPA Renovation, Repair and Painting Program, including the types of projects that fall under the regulations of each program, and who is required to have certification and how to obtain individual certification or firm certification in either program. Presented by Dano Summers, Certification Specialist, Dept. of Commerce.

Preparing Your Contracts and Warranties (*All contractors*) Learn how to create a contract that limits the potential for disputes with your customer. Learn what to write in your contract to protect yourself on payment, change orders, unforeseen circumstances, project delays, punch lists and correction of work, termination, and lawsuits. Bring a copy of your contract to the seminar. The instructor will review it for you. Presented by Linville Law Firm.

Surviving as a Subcontractor (*Sub-contractors*) Learn why and how to utilize conditional bidding and information bidding in order to keep your options open to later withdraw your bid. Learn how to review and negotiate the subcontract which is given you by the general contractor for your signature. Learn what and how to negotiate in the subcontract: learn how to negotiate clauses dealing with pay-when-paid, terms of the main contract, termination, scheduling, notice, venue, pass-through claims, trade damage, indemnification, delays and acceleration of work. Finally, learn why, when, where, and how to record a labor and materialmen's lien in order to protect your right to payment for your work. Presented by Linville Law Firm.

Protecting Your Business and Your Customer (*All contractors*) Learn why and how to become a corporation or LLC so that your personal assets are not at risk. Learn why and how to keep your employees from competing with you, or taking your customer lists, software, or business secrets. Learn the essentials of building a contract that works for both you and your customer. Learn how to protect both you and your customer by thoroughly understanding and properly following the lien laws of Washington. Presented by Linville Law Firm.

Managing a Difficult Customer (*All contractors*) Learn how to recognize a difficult customer in advance and be prepared to deal with a difficult customer so at the end of the project the customer is happy with your work, and you receive full and final payment for your work. Learn how to manage your customer before and after you start work on the project. Learn the reasons why some builders are successful and are able to avoid legal problems with their customers, get the job done, and get paid for their work. Presented by Linville Law Firm.

Advanced Government Contracting (*All Contractors*) This seminar will provide an overview of what you need to know when contracting on a publicly owned project, including bidding, contract drafting and legal issues specific to public projects. Presented by Brett Hill, Attorney, Ahlers & Cressman PLLC.

Insurance Coverage and Bonds – What YOU Should Know (*All Contractors*) Learn some of the differences in insurance policies and bond coverage. What's covered and what's NOT, common exclusions, contract obligations and other legal issues related to contractors insurance. Presented by Brett Hill, Attorney, Ahlers & Cressman PLLC.

Contracts for General Contractors (*All contractors*): This class will cover everything you need to include (and exclude!) in your construction contracts. Seth Millstein will review the key contract clauses for general contracts and subcontracts, provide sample agreements, and review good documentation practices on construction projects. Presented by Sage Linn, Attorney, Impact Law Group PLLC.

Common Legal Issues for Contractors – (*All Contractors*) Learn about common legal issues and problems faced by contractors. This class will include a review of consumer notices required by law, typical construction contracting mistakes and how to avoid them, understanding personal liability issues and common pitfalls, etc. Presented by Sage Linn, Attorney, Impact Law Group PLLC.

A huge **THANK YOU** to all of the volunteer speakers and state agencies who make this FREE Contractor Training Day possible: Pierce College, Linville Law Firm, LLC., Ahlers & Cressman, PLLC., and Impact Law Group, PLLC.

Department of Labor and Industries
Attn: Rebecca Llewellyn
PO Box 44400
Olympia WA 98504-5400

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**Free Training for Construction Contractors
Friday, June 24, 2016 in Lakewood/Tacoma**

- Want to learn how to **Save Money on Workers Compensation Premiums?**
- Do you need to update your **Contracts?**
- Do you need to update your **Fall Protection and Accident Prevention Plans?**
- Do you want to know more about **Independent Contractors/Covered Workers?**

Then this **Free** training event is for you. All of the experts that can answer these questions and many more have been gathered together to bring you **Construction Contractor Training Day**. More than Twenty-Five different classes on everything from marketing to safety training and customer service issues.