

The Addendum

The Official Publication of the American Society of Professional Estimators Des Moines Area Chapter 73



From The President – Jon Wall, Central Iowa Mechanical

The Des Moines Area ASPE Chapter #73 has just kicked off what hopefully will be a very successful year. On August 1st, the officers and board members changed, and it will be my privilege to serve as the chapter President this year. Our hope is that you find our chapter as a resource for networking, education, and professional development.

estimating safety, insurance, document/submittal exchange, and legal issues that we all face on the job. Professional development, through workshops and estimating academies that we've conducted not to mention an opportunity to gain certification as a CPE. If we're missing something or if there is something we could be doing to better serve the industry and our membership please do not hesitate to let me know.

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Before we go forward I wanted to take a second to look back on a pretty good year despite the volatility that has become our local construction industry and economy. First and foremost I personally would like to thank our immediate past president, Ken Kness; all of us owe him our gratitude for all his efforts this past year. Also I want to thank the officers, board members, and committee members who supported Ken working behind the scenes throughout the past year to organize events and take care of chapter business.

With all that said if you missed September's dinner meeting, you missed out on some good discussion. Tom Suckow from MBI discussed recent developments by OSHA, new safety regulations being implemented, changes in enforcement policies, and some things MBI is doing to help contractors estimate safety. Next month we'll be at AJ's Steakhouse in Altoona talking Submittal Exchange Programs; we hope you can make it.

As I've said before, the goal of our chapter as always is to be a resource to our membership. We do that by providing opportunities for networking and socializing with fellow estimators from local contractors at each of the chapter dinner meetings. Education, through discussions from speakers on various topics ranging from

A reminder that membership renewals are due, and the national office needs your renewal ASAP! The folks at national are trying to make it easy on everyone by putting a button to renew online on their membership webpage: http://www.aspenational.org/Membership_Join.aspx. If you'd rather, get a hold of Steve Watrous who is our membership chair; he can set you up with any information you're looking for regarding membership.

Chapter Dinner Meeting

MARK YOUR CALENDERS!!!

Where: AJ's Streakhouse—Prairie Meadows

When: October 21, 2010

Program: Submittal Exchange

RSVP to: Nick Gehl—Neumann Bros.
gehln@neumannbros.com

SIGN UP TODAY!!!!

With construction industry taking the beating it has, and the economy being what it is I would like to encourage everyone to attend the dinner meetings, and bring any new people you think might be potential members. As we all know construction is not just building buildings, it's about building relationships. If you're a current member and would like to get more involved we always have committees that could use additional members. The beauty of this chapter is that you can be as involved as you want to be, and as with most things you get more out of the things you put more into. Many members of our chapter do business with each other often, and many of those relationships were formed through membership in this organization.

We hope to see you next month at Prairie Meadows!
Jon Wall
Central Iowa Mechanical
ASPE Chapter #73 President

Our Mission

- The American Society of Professional Estimators serves construction estimators by providing education, fellowship, and opportunity for professional development.

ASPE Code of Ethics Basic Canons

- Canon #1** Professional estimators shall perform services in areas of their discipline and competence.
- Canon #2** Professional Estimators shall continue to expand their professional capabilities through continuing education programs to better enable them to serve clients, employers and the industry.
- Canon #3** Professional Estimators shall conduct themselves in a manner which will promote cooperation and good relations among members of our profession and those directly related to our profession.
- Canon #4** Professional Estimators shall safeguard and keep in confidence all knowledge of the business affairs and technical procedures of an employer or client.
- Canon #5** Professional Estimators shall conduct themselves with integrity at all times and not knowingly or willingly enter into agreements that violate the laws of the United States of America or of the states in which they practice. They shall establish guidelines for setting forth prices and receiving quotations that are fair and equitable to all parties.
- Canon #6** Professional Estimators shall utilize their education, years of experience and acquired skills in the preparation of each estimate or assignment with full commitment to make each estimate or assignment as detailed and accurate as their talents and abilities allow.
- Canon #7** Professional Estimators shall not engage in the practice of "Bid Peddling" as defined by this code. This is a breach of moral and ethical standards, and this practice shall not be entered into by a member of this Society.
- Canon #8** Professional Estimators and those in training to be estimators shall not enter into any agreement that may be considered acts of collusion or conspiracy (bid rigging) with the implied or express purpose of defrauding clients. Acts of this type are in direct violation of the Code of Ethics of the American Society of Professional Estimators.
- Canon #9** Professional Estimators and those in training to be estimators shall not participate in acts, such as the giving or receiving of gifts, that are intended to be or may be construed as being unlawful acts of bribery.

Gotta-Be-There-To-Win-It!

It pays to be at ASPE!

We are **always** in need of raffle prize donations. If you or your company would like to donate raffle prizes please contact the Program Committee headed by Ken Kness via email at:

kkness@excelmechanical.net

October

Monthly members only drawing
is up to: **\$ 50.00**



The Importance of a Biographical Job List

By: Kent Craig—from 8/10 issue of Contractor Magazine

I have to admit to you — my loyal readers — and everyone else that I've been unemployed for some months now, and if anything, things are getting tougher and grimmer by the week. The most horrific of business cycles is still a cycle. And yes, things will eventually turn around. However, even if I'm often a seer at times, I'm not that good to be able to see that far over the horizon to be able to even remotely predict when things will actually turn around.

One consequence of this near-shutdown of new work in the pipeline, which we as senior estimators and project managers ultimately depend, has been that while a tiny handful of companies with a bit of cash on hand are still looking for the truly select opportunity to "cherry pick" top talent, what jobs there are for us and our brethren are so scarce that upfront requirements to even begin a discussion about possible employment have become tougher and tougher. One thing I admit I didn't see coming because of present circumstances is the now almost-universal demand for a "job list" in addition to your resume, references, etc.

In the past when recruiters would call me, the first thing out of their mouths would be a demand for a job list. At that point, I would politely cut the conversation short and not give them the time of day. After all, our community is so small that with a couple of phone calls we can find out pretty much the reputation, track record, etc. of almost anyone within our professional peer group. Add to that the fact that if you were a senior estimator during the past good times, you were bidding anywhere from three, four or sometimes many times more jobs than that per week. How and why would you possibly keep up with all that traffic on and off your desk?

(Continued on page 7)

Three's the Charm: Critical Subcontract Terms

By Ryan Lamchick, from the July Issue of the Construction Executive.

Many contracts seem impenetrable, with pages upon pages of fine print and complicated language. What is a subcontractor to do? At the very least, smaller construction firms should focus on the areas where a mistake could be costly and exposure is likely. Three categories could make the difference between profit or loss, and liability or success.

Scope of Work

A subcontractor can gain a tactical advantage and protect itself in advance of an issue through the delineation of the exact scope of work. While a primary contractor may try to have the description of the work be as broad as possible (for example, stating "subcontractor is responsible for all work, labor, materials and services on the project"), the subcontractor should try to narrow the subcontract to cover only that for which it is responsible.



The subcontract should list not only the specific work the subcontractor will actually perform, but also that for which it will not be responsible. Such specifics should allow a subcontractor to prevent disputes on whether an item should have been included in the subcontract.

Time

Most subcontractors don't think twice about entering into subcontracts that state "time is of the essence." When time is determined to be of the essence, it means a breach of the time provision will be a material breach of the subcontract. Because delays are common on construction projects and may be outside of the subcontractor's control, a subcontractor should exclude this provision from any subcontract.

If eliminating this provision proves difficult, the subcontractor should at least broaden the time requirements. For example, many contractors refer to a critical path schedule or require periodic updates from the subcontractor. Limit or exclude these schedules and requirements while adding more time to complete assigned tasks.

Payment

Most importantly, a subcontractor must look carefully for popular "pay-when-paid" provisions, which effectively state the contractor will not be required to pay the subcontractor until it receives payment from the owner. These provisions generally mean exactly what they say and can result in payment being delayed or withheld without any fault of the subcontractor.

(Continued on page 7)

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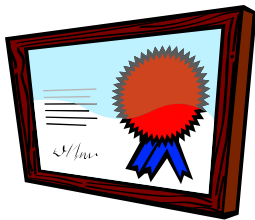
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Wats (866) 511-3011

ASPE Certification Renewal

An important part of the ASPE Certification requirements, is that once an estimator successfully achieves CPE status they must renew their certification every three years. ASPE has this requirement in place in order to insure that individuals carrying the Certified Professional Estimator title maintain involvement with the organization, maintain involvement with the industry, maintain involvement with the profession and continue to seek new knowledge and understanding through educational opportunities.

The recertification requires that the CPE be in good standing with the ASPE organization. They must have maintained their membership with ASPE for the previous three years and have all dues and fees paid. The main component of recertification requires the CPE to document and submit evidence of participation in the organization at the National, Society Committee, Regional or Chapter level, participation in the other construction industry organizations, participation in construction industry classes,



practicing the profession of estimating, publishing books or articles about estimating and maintaining other professional certifications. The CPE does not have to do all of those things but they do have to do some of them in order to gain recertification.

If the certification process sounds interesting to you, please contact chapter certification chairman, Mark Kutchen, CPE at mkutchen@storycon.com for more information. The deadline to enroll in the next certification cycle is January 1st.

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Contribute to the ASPE Newsletter

- Are you working on an interesting project?
- Have your company been featured in our newsletter?
- Why the only bowl the Clones see is during breakfast.
- Have you run into an unusual circumstance in the industry?
- How have you been effected by the new LEED requirements?
- Would you like to give Jon Wall a piece of your mind?
- Estimating practices that you find unique
- Did a G.C. or sub just do something ridiculous!?!?

Contact: Jon Wall—jwall@cimech.com or (515) 243-8126

CHECK US OUT ON THE WEB!!

Please stop by our website at www.iowaaspe73.org let us know what you think. We are open to any ideas or suggestions that will help us communicate to our current members and potential new members.



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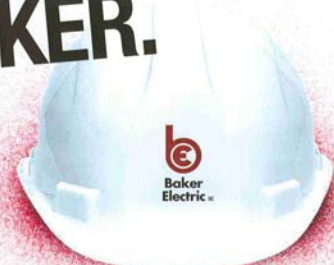
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ASPE Member Companies

The following companies all have at least one member in ASPE Chapter 73:

- | | |
|--------------------------------|--|
| •Academy Roofing & Sheet Metal | Services, Inc. |
| •Air-Con Mechanical | •Leachman Lumber Company |
| •Architectural Arts | •Masonry Products, Inc. |
| •Automatic Door Group | •Neumann Brothers |
| •AZCON Corp | •Northwest Steel Erection |
| •Baker Electric | •Proctor Mechanical |
| •Baker Group | •Redstone Painting Co. |
| •Bratney Companies | •Septagon Construction |
| •Brehholz Construction | •Skold Companies |
| •Central Iowa Mechanical | •Stetson Building Products |
| •Commonwealth Electric | •Story Construction Co. |
| •Concrete Technologies, Inc. | •Thiele Geotech, Inc. |
| •CPMI | •Turner Building & Consulting |
| •Croese & Lemke Construction | •US Erectors, Inc. |
| •CTI Ready Mix | •Waldinger Corporation |
| •Doors, Inc. | •Walsh Door & Hardware |
| •Engineered Thermal Insulation | •Weitz Company |
| •Excel Mechanical | •Wolin & Associates |
| •Graham Construction Co. | Your company's name could be included in this list next month. All you have to do is join. Contact Chapter 73 Membership Committee Chairman, Steve Watrous. (515) 264-0782 for a membership packet. |
| •Hallett Materials | |
| •The Hansen Company | |
| •Heartland Finishes, Inc. | |
| •Hubbell Construction Services | |
| •Ideal Floors, Inc. | |
| •Interstates Construction | |

MARK YOU CALENDAR

October Chapter Meeting

Where: AJ's Steakhouse
Prairie Meadows, Altoona

Supper: On your own from the menu

When: Thursday October 21, 2010

Program: Submittal Exchange

Cost: \$5.00 (Members).....CHEEEEEEP!!!

RSVP: Nick Gehl—Neumann Brothers

E-Mail: gehln@neumannbros.com

Phone: (515) 243-0156

Fax: (515) 243-0165



JOIN A.S.P.E. TODAY!!!!!!



ASPE has 7 different classifications of members: *Certified Professional Estimator, Estimator, Associate Estimator, Constructor, Associate Constructor, Student and Affiliate.* These membership classifications allow anyone in central Iowa involved in construction or a related industry to become a member of ASPE Chapter 73.

There are many benefits to joining. Some of the benefits include: a subscription to the national newsletter, a copy of the national ASPE roster book, eligibility to hold an officer position in the chapter, voting rights in chapter business, reduced meal fees at the monthly dinner meetings and belonging to an organization dedicated to helping the estimating profession. For a complete listing of membership benefits see the national website www.aspenational.com.

If you are interested in joining, you can obtain a membership application by contacting Chapter 73 Membership Committee Chairman, **Steve Watrous**, 264-0782. There is a \$190 national membership fee, a \$35 national administrative fee, a \$35 chapter membership fee and a \$15 initiation fee.

62 Estimators

- **23 Construction Management/General Contracting Firms**
- + 58 Subcontractors**
- +15 Suppliers**
- + 3 Engineering Firms**

= One Great ASPE Chapter

Help us add value to our chapter and the estimating profession by joining ASPE today!

Board of Directors' Monthly Report

AMERICAN SOCIETY OF PROFESSIONAL ESTIMATORS

CHAPTER 73

Board of Directors Meeting

MINUTES

DATE: August 10, 2010

LOCATION: Stetson

START TIME: 5:50 P.M.

END TIME: 7:00 P.M.

IN ATTENDANCE: Steve Watrous, Ray Conway, Don Bridgeman, Tim Neumann, Jon Wall, Denny Baber, Paul Henkel, John Taylor, and Ken Kness.

CALL TO ORDER: Jon Wall

MINUTES OF PREVIOUS MEETING: Approved as distributed.

REPORTS:

Membership New member- Nick Plecker (Knudsen Construction)
52 members

Secretary Report (Ken Kness) Minutes of previous meeting approved as presented.

Treasurer Report (Ray Conway) Current bills and monthly report approved as presented. Absolute Concrete and Redstone Painting owe \$100.00 each for golf outing hole sponsorship. Don Bridgeman will contact Redstone for collection.

Treasurer's report approved as submitted.

Activities

Newsletter Discussion for volunteers to help with the newsletter.

Programs: .Discussion for topics and locations for monthly meetings 2010/2011

Certification: Mark Kutchen volunteered to stay on as chair.

Scholarships: Discussion to create committee to oversee scholarship selections. John Taylor volunteered to help

Advertising:

By Laws: No Report

Awards: No report.

PR/Historical: (Ray Conway) No Report

Estimating Academy: (Ray Conway)

Website: (Mike Webber)

Unfinished Business: None

New Business: Ken will check on non exempt form

Adjournment: Jon Wall

Next Board Meeting: September 16th

Location: Latin King

Topic: OSHA

Presented by Tom Suckow, safety professional at MBI



Estimating News

- ◆ A **BIG CONGRATULATIONS** to Nick Gehl and his Wife on the birth of their baby boy born on July 16th. Henry Joseph Gehl, 7 lbs 4 oz 21 inches
- ◆ Please keep Scott Turczynski and his family in your thoughts and prayers.

(Continued from page 2)

And if you were a senior project manager (yeah, we all remember the "trophy elephants," the projects we still brag about, along with the "galleries of horrors," the jobs we wish we could forget) why would it occur to you that one day you might need to be able to show documentation on not just the kinds of jobs you were handling, but the actual names, dates, places, numbers, money, etc. of each and every project?

It certainly never occurred to me that this would be necessary, and I do regret not having seen it coming! Let me tell you right now that in the past 90 days I've lost opportunities to get past the initial phone interviews for four different positions I was perfectly suited for, three sent to me from headhunters and one I stumbled across from a principal company, all because I didn't have a chapter-and-verse biographical job list.

But think about it ... having grown up in the business and having been a part of it all of my adult life and career as both senior estimator and project manager, how many hundreds bumping into thousands of jobs have I actually estimated in one form or the other, and how many tens bumping into hundreds of those jobs put on the books by my numbers in the pre-construction phase did I manage post-bid-award construction?

Admitting I have a terrible memory so much so that at times you can drive the proverbial Mack truck through it, except for those aforementioned trophy elephants and galleries of horrors, I'd be hard pressed to come up with a ballpark number that more than likely wouldn't be either way low or way high. Let alone remembering at this point who the architects and engineers were on any given job that I previously worked on, the selling price of the job, the net profit from the job, the GC's project manager,



the owner of the said job, etc. The specifics to remember could go on and on.

My point is that no matter where you are in your career, if you haven't been keeping what amounts to a near-autobiographical list of all the jobs your companies were awarded and a more detailed list of third-party verifiable breakout numbers and information about jobs you project managed afterwards, you need to start dragging old files out from the garage and racking your brain to start composing some sort of post-mortem job list. Chances are you'll need it when the economy turns around and companies begin hiring again.

And if you're early in your career, it will behoove you to begin keeping such a list in earnest now, because even when the economy recovers, potential employers will still have more supply of "us" than there will be initially a demand for. You'll have to be able to handle any challenge to possible employment thrown at you, including this old but new again in-spades paradigm of not just having a track record, but having it available in more or less traceable hardcopy so it can be scrutinized.

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(Continued from page 3)

If eliminating these provisions is not possible, then the subcontractor should look to ensure any pay-when-paid or pay-if-paid provision creates a reasonable time for payment to be made versus an absolute condition precedent to payment. Subcontractors also should not reduce or diminish their lien rights or abilities to lodge a claim against any existing bond—something primary contractors often attempt to do.

It can be easy to get lost in the minutiae of a subcontract agreement. But it really comes down to three things: You contract to perform certain work; you need an amount of time to complete the work; and you want to be paid for the work performed. Tweaking a subcontract in these three areas will significantly enhance a smaller company's chances of getting through a job successfully.

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 Dowels
 Epoxy Coated Material
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 Tie Wire & Metal Keyway
 Impalement Caps
 Welded Wire Fabric

Concrete Forming Systems

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 Max-A-Form Flex Form
 Gang Forms Custom Forms
 Quick-Lock Form Liners
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9 Locations:

Des Moines, IA
 Waterloo, IA
 Cedar Rapids, IA
 Dubuque, IA
 Omaha, NE
 Grand Island, NE
 Rock Island, IL
 Rockford, IL
 Madison, WI



WE WANT YOU

If you would like to become a bigger part of your ASPE Chapter, drop what you are doing and contact one of your board members or officers **NOW !!!**



WE WANT YOU

ASPE Certification

The American Society of Professional Estimators began certifying estimators in 1976. ASPE certification is the highest form of professional recognition an estimator can receive. Certification recognizes the estimating proficiency and ethical awareness of the Certified Professional Estimator.

In order to be eligible for certification, an estimator must have at least five years of estimating experience. To become certified an estimator has to attend a workshop, file an application, write a "How to estimate the cost of" 2,500 word technical paper, pass the General Estimating Knowledge (GEK) 4 hour exam and pass an 8 hour discipline specific test.

The discipline specific exams are a test of the candidate's knowledge of their area of expertise. Each discipline specific exam contains true/false questions, multiple choice questions and estimating problems that are preparing mini-estimates.



The highlights of the program are listed below:

- Candidate submits \$125.00 with their online Workshop Application and \$275.00 with their Professional Evaluation Application.
- Candidate completes the online workshop.
- The Professional Evaluation will be reviewed by the Certification Board and if accepted, the paper topic will be assigned.
- Candidate completes Tech Paper to be reviewed by the Certification Board or another CPE.
- Candidate will be notified of paper results as soon as it passes and they will then be eligible to sit for the exams.
- Candidate will take the GEK and DST exams. Exams are electronically graded by a professional grading service off site.
- Candidate is notified of results of exam and if passing grade is obtained will be presented with CPE status.

If you are interested in learning more about certification contact ASPE Chapter 73 Certification Chairman, **Mark Kutchen** at **515-817-2617** or mkutchen@storycon.com.

Lead Safe Renovator Training
Tuesday, September 28, 2010
Holmes Murphy & Associates
3001 Westown Parkway, West Des Moines, Iowa
8:00 a.m.—5:00 p.m.

Current EPA regulations require a "Lead Safe Renovator" on site during renovation, remodeling and repainting (RRP) in all residential properties built before 1978 and child-occupied facilities built before 1978. This individual must be certified by the Iowa Department of Public Health, who requires the successful passing of an 8 hour course before application can be made.

In the state of Iowa, Renovators have been given a **window of compliance** assistance for the next year up until April 2011. But enforcement penalties are coming for companies who ignore the regulation. Now is the time to complete this training so you can get certified with the State of Iowa.

Presented by: Douglas Downs, DS Contract Services, Inc.

This class will include: the history of lead and signs of lead poisoning
 instruction on how to work with lead correctly
 health effects of exposure to lead
 regulation and work site preparation and clean-up

Space is limited. To reserve your spot, return this form today!

Lead-Safe Renovator Training sponsored by NAWIC
September 28, 2010 8:00 a.m.—5:00 p.m. (Lunch will be provided)

Name: _____

Company: _____

Address: _____

City, State, Zip: _____

Phone: _____

Fax: _____

Email: _____

FEF: _____ \$250 per person (non—NAWIC members)
 _____ \$200 per person (NAWIC members and their companies)
 -maximum of 3 registrations at reduced rate

Please make your check payable:
Des Moines NAWIC Chapter 80

and mail it to:
 NAWIC
 P.O. Box 8238
 Des Moines, IA 50301

Cancellation Policy:
 If you must cancel your registration, a full refund will be given if we receive your request in writing 1 week prior the class (by September 21, 2010)

For more information, contact
 Sue Holcomb 515-270-0923
 sue.holcomb@holcombcorp.com



This seminar is sponsored by the Des Moines Chapter 80 of the National Association of Women in Construction "NAWIC".

The NAWIC Des Moines Chapter 80 is seeking new members, and information on membership and applications for membership will be available at the seminar.

www.NAWICdesmoines.org

*The Official Publication of the American Society of Professional Estimators Des Moines Area Chapter 73***Officers**

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2nd V.P.: Nick Gehl, Neumann Brothers, Inc.
(515) 243-0156, gehln@neumannbros.com

3rd V.P.: John Taylor, Hubbell Construction Services
(515) 280-2054, john.taylor@hubbellrealty.com

Secretary: TBD

Treasurer: Ray Conway, rconway@proctor-mech.com

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Des Moines, IA 50333

Web-Site: www.iowaaspe73.org

**Board Members**

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2009-2011: Denny Baber, Doors Inc.
(515) 288-8951, dbaber@doorsinciowa.com

2009-2011: Vacant

2010-2012: Ken Horner, Waldinger Corporation.
(515) 284-1911, ken.horner@waldinger.com

2010-2012: Steve Watrous, Automatic Door Group
(515) 264-0782, stevew@autodoorgroup.com

2010-2012: Mike Webber, Ideal Floors
(515) 283-0665, mikewebber@idealfloorsinc.net

ASPE Chapter #73 – Committees & Committee Members

Activities/Fundraising: John Taylor, Hubbell Construction Services, 515-280-2054, john.taylor@hubbellrealty.com

Awards: Ray Conway, Proctor Mechanical Corp., 515-288-2251, rconway@proctor-mech.com

Bylaws: Paul Henkels, henks4@hotmail.com

Certification: Mark Kutchen, Story Construction Co., 515-232-4358, mkutchen@storycon.com

Education: Mark Kutchen, Story Construction Co., 515-232-4358, mkutchen@storycon.com

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Paul Henkels, henks4@hotmail.com

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Ray Conway, Proctor Mechanical Corp., 515-288-2251, rconway@proctor-mech.com

Newsletter: Jon Wall, Central Iowa Mechanical, 515-243-8126, jwall@cimech.com

Meetings/Programs: ASPE Chapter #73 Board of Directors

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