



ABC CONSTRUCTION BUSINESS SCHOOL

May 9 – June 27, 2019
3:00 – 8:00 p.m., Thursday evenings
Renton Technical College Annex Building
3407 NE Second Street
Renton WA

\$499 per person / \$299 for ABC members
(Registration includes a copy of ABC’s Emerging Contractor Manual)

The goal of the 8 week program is to provide instruction in the skills it takes to run a successful construction firm and provide an opportunity to meet others in your industry.

Topics covered in the 27-sessions include:

Recruiting, Retaining, Motivating Employees	Building the Banking Relationship
HR Policy and Compliance	Bid Preparation
Mentoring and Leadership	Job Costing / Overhead Cost
Small Business and DBE Certifications	Scheduling / Work Flow
Safety Training and Education OSHA/WISHA	Change Order Management
Managing Multiple Projects Successfully	Dispute and Resolutions
Business Planning	Joint Venture Agreements
Bookkeeping / QuickBooks	Contract Provisions and Forms
Financial Statements	Changes, Claims, and Liens
Taxation	Marketing and Presenting your Business
Surety Bonding	Capability Statements
Business Insurance	Hunting for Leads (Online and In-Person)
How to do Business with Sound Transit	Government Contracting Opportunities Panel



COURSE DESCRIPTION

All instructors are contractors and industry professionals who donate their time to improve opportunities for everyone in our industry. Class size is limited to ensure personal attention and encourage camaraderie. You or a member of your management team **must** be able to attend **every** class. There will be a graduation the last night of class and all attendees who have successfully completed the course will receive a Certificate of Completion.

After graduation, other resources will be available such as a Mentor Protégé Program, business roundtables, construction association resources, and support to help you continue to utilize your new skills.

The course will run for five hours each night with breaks and a working dinner, along with opportunity for Q&A at the end of every session.

REGISTRATION FORM / SPRING 2019

Company Name _____

Attendee Name _____ Primary Phone _____

Email _____ Years in Business _____

Type of Company _____

Please contact Wendy Novak at ABC with questions:

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Western Washington

