

Free Contractor Training Day

TUMWATER

Registration Form

Friday January 19, 2018

Email, mail or fax a copy of registration form to:

**Dept. of Labor & Industries
Attn: Julie Perales or Mandi Mackey**

PO Box 44274

Olympia, WA 98504-4274

Fax: 360-902-5292

Email: LniTraining@Lni.wa.gov

OR Call: 360-902-6366 or 360-902-5217

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

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"/>	Auditorium	Bidding, Estimating, and the Bottom Line	
<input type="checkbox"/>	Room S117	State Taxes – Sales, Use, and B&O	
<input type="checkbox"/>	Room S118	Construction Contracts	1 Hour
<input type="checkbox"/>	Room S119	Everything You Want to Know About Your L&I Account	55 Minutes
<input type="checkbox"/>	Room S129	Manufactured Housing Installer (plus 1 class at 10 a.m. for Certification CEU)#	
<input type="checkbox"/>	Room S130	Plumbing Code Training – Part 1**	
10:00 a.m.			
<input type="checkbox"/>	Auditorium	New Paid Sick Leave Law Requirements Overview	
<input type="checkbox"/>	Room S117	State Taxes – Sales, Use, and B&O	2 Hours
<input type="checkbox"/>	Room S118	Successful Subcontracting	
<input type="checkbox"/>	Room S119	What Washington Contractors Don't Know	
<input type="checkbox"/>	Room S126	Government contracting Essentials	
<input type="checkbox"/>	Room S130	Plumbing Code Training – Part 2**	
12:00 p.m. Lunch – on your own			
1:00 p.m.			
<input type="checkbox"/>	Auditorium	New Contractor Overview	
<input type="checkbox"/>	Room S117	Jobsite Safety Setup and Your Weeklies	
<input type="checkbox"/>	Room S118	Retro 101	55 Minutes
<input type="checkbox"/>	Room S119	Insurance Coverage and Bonds – What You Should Know	
<input type="checkbox"/>	Room S126	OMWBE Certification Review Workshop	
<input type="checkbox"/>	Room S129	Dig Law	
<input type="checkbox"/>	Room S130	Electrical 101*	
2:00 p.m.			
<input type="checkbox"/>	Auditorium	New Paid Sick Leave Law Requirements Overview	
<input type="checkbox"/>	Room S117	Accident Prevention Program	1 Hour
<input type="checkbox"/>	Room S118	Avoiding Claims, Disparaging Media Postings, and Actually Getting Paid	25 minutes
<input type="checkbox"/>	Room S119	Hiring “Independent Contractors” and Avoid Prime Contractor Liability	
<input type="checkbox"/>	Room S129	Lead-Based Paint Guidelines for Contractors	
<input type="checkbox"/>	Room S130	Return to Work Incentive Programs	
<input type="checkbox"/>	Room S216	Prevailing Wage	
3:30 p.m.			
<input type="checkbox"/>	Auditorium	Effective Marketing for Contractors	
<input type="checkbox"/>	Room S117	Fall Protection	1 Hour
<input type="checkbox"/>	Room S118	The Difficult Customer: How to Handle	30 minutes
<input type="checkbox"/>	Room S119	Managing Claims to Control Your Industrial Insurance Costs	
<input type="checkbox"/>	Room S129	Drywall Industry Workers' Compensation Reporting	
<input type="checkbox"/>	Room S130	Plumbing Code Certification Requirements*	
<input type="checkbox"/>	Room S216	Advanced Prevailing Wage	

Please make 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: Mailing Email Newsletter Bldg. Assoc. Website Gov. Office Other_____

**Classes will be located at
Dept. of Labor and Industries
7273 Linderson Way SW
Tumwater, WA 98501**

Yes, I want to obtain 4 hours of Plumbing Industry Related Continuing Education Credit which requires attending two () classes plus 1 other. Fee is \$48.00. (Last 3 time slots) **Plumber Card Holders Only**

Yes, I would like to attend the Code Training Part 1 and 2 for 4 hours of Plumbing Code Continuing Education Credit for a fee of \$48.00. **Plumber Card Holders Only

Yes, I would like to obtain Manufactured/Mobile Home Installer CEU's. Fee is \$52.00.



Free Training for Construction Contractors

This training will take place at:
Dept. of Labor & Industries
7273 Linderson Way SW
Tumwater WA 98501

When: Friday, January 19, 2018

Check-in and networking begins at 7:30 a.m.

Don't miss out on this great training event register today!!

Course Descriptions and Presenters

Prevailing Wage (*Experienced contractors*) – 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 Reasa Pearson, Dept. of Labor & 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 Reasa Pearson, Dept. of Labor & Industries.

Hiring "Independent Contractors" and Avoid 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 Steve Beaty, 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 & Industries.

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 about the processes for filing your quarterly premium reports. Presented by Roseann Collins, Dept. of Labor & Industries.

Managing Claims to Control Your Industrial Insurance 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 Cami Jones, Dept. of Labor & 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 John Wack and Brian O'Sullivan, Dept. of Revenue.

Fall Protection in Construction (*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 DOSH Consultation, Dept. of Labor & Industries.

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

#Manufactured Housing Installer Overview (*Continuing Education Credit*) – Learn the latest statute, code and rule changes and the most common installation problems. Presented by John McMillan, Factory Assembled Structure Program, Dept. of Labor & Industries. (**Please Note** - You must select one course at 10 am to obtain the 4 hours of required training to complete the needed CEU's)

***Electrical Licensing 101** (*All contractors*) – This class will explore the breakfast chat stories about who really can do electrical work, when electrical permits are needed, and is there any such thing as minor work. New permit types, licensing rules, and available on-line services will be discussed. Presented by Mark Leon, Dept. of Labor & Industries. (Plumber Industry Related CEU Course.)

***Plumbing Contractors – What You Need to Know** (*All contractors*) – Proof of hours, what are the employer requirements, common causes that generate an audit and what is the difference between a trainee and an apprentice. Presented by Bruce Springer, Dept. of Labor & Industries. (Plumbing Industry Related CEU course)

****Plumbing Code Training – Part 1** – (*Certified Plumbers & Trainees*) – Receive plumbing code continuing education hours. The course will identify improper installations and then explain the correct installation procedures per the current plumbing code. Presented by Bruce Springer, Dept. Labor & Industries.

****Plumbing Code Training – Part 2** – (*Certified Plumbers & Trainees*) – Receive continuing education hours. This course covers the current plumbing code, the UPC and Washington Amendments, and highlights of recent code changes. Presented by Bruce Springer, Dept. Labor & 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 Kris Alberti, Director, Northwest Independent Contractors Association (NICA).

Drywall Industry Workers' Comp Reporting & How to Qualify for Discounted Rates! (*Drywall contractors*) – Learn all about workers' compensation coverage, reporting requirements, and how you can qualify for DISCOUNTED RATES! This class will cover your risk classes, square footage reporting rules, supplemental reports, owner-subcontractor reports, and more. If you install, and/or tape and texture, this class is for you. Presented by Roseann Collins, Dept. of Labor & Industries.

Course Descriptions and Presenters, continued

OMWBE Certification Review Workshop (*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.

Job Site Safety Set-up and Your Weeklies (*Contractors with employees*) – Toolbox talks and jobsite inspections – a “how-to” guide for contractors. Review of the basics of how to do weekly jobsite inspections and how to hold toolbox talks. Also, a discussion of online resources for these two activities as well as what has been identified as pertinent to the audit and meeting process. Learn what postings and documentation are required for your job site – for example – site safety plan, required postings, first aid and more. Presented by Randy Guzman, Assistance Safety Director, Associated General Contractors.

Construction Contracts (*All contractors*) – Learn the most important terms and conditions to have in your contract, what they mean, and why they need to be there. This course will cover warranties, scope of work, change orders, correction of work, building code issues, payment issues, commencement and completion dates, delay issues, fixed price contracts vs. T&M contracts, allowances, liquidated damages and dispute resolution. It is recommended that each attendee bring a copy of his/her company contract to review and mark-up during the course. Presented by Linville Law Firm.

Subcontractor Workshop (*Subcontractors*) – This class will cover bidding to general contractors and modifying the subcontract handed to you by the general contractor. Learn about the bidding process, the rules of mistaken bids, bid exclusions, bid conditions and information at bidding. This class will teach you what pitfalls and traps to watch out for in the one-sided subcontracts that you receive from general contractors. We will discuss modifying subcontracted clauses like pay-when-paid, acceptance of prior work, scheduling, flow down clauses, insurance, change order directive, warranties, pass through claims, notices, venue, and dispute resolution. Learn the basics of Washington Law with regard to pre-lien notices and the recording of liens on private projects and the filing of claims against payment bonds and retainages. Presented by Linville Law Firm.

Avoiding Claims, Disparaging Media Postings, and Actually Getting Paid (*All contractors*) – Your entire profit for the year can be wiped out with one bad claim or lawsuit. This class will focus on identifying and avoiding claims and lawsuits affecting construction contractors today. Topics covered include what type of business structure to have, avoiding personal liability, using the paid-in-full rule to avoid lawsuits, joint checks, small claims court, low-cost mediation, workers' compensation liability, insurance claims, employee non-compete and non-solicitation agreements and terminating an employee, and construction liens. Presented by Linville Law Firm.

The Difficult Customer: How to Handle (*All contractors*) – This class helps you identify and recognize a difficult customer early on in a project, ideally before the contract is signed. Sometimes you are better off walking away from a job rather than proceeding with a “lemon” customer. Once the contract is signed, however, you may not be able to terminate your work and you may be stuck with that customer. This class will help you manage the difficult customer and your work during the project, and protecting yourself after the project. The information in this course is the product of decades of projects gone bad by our clients and the painful but important lessons learned. Save yourself headaches, and money, and attend this course. Presented by Linville Law Firm.

Effective Marketing for Contractors (*All contractors*) – Learn the differences between “marketing” and “advertising”; communication skills for the business owner; how to develop a business identity and use it effectively in advertising; and the advantages and disadvantages of the various forms of advertising. Presented by Karen Hall, Building Industry Association of Washington.

Government Contracting Essentials (*All Contractors*) – Growing your business through government contracts can be a bit daunting at first. Discover tools and information that can help you determine who in state and local government buys what you sell, how they buy it, and how you can prepare your firm to succeed in the public marketplace. You'll also be introduced to certifications and resources that may help you gain an edge on the competition. Presented by Kate Hoy, Washington Procurement Technical Assistance Center, and Saki Yamada, 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 & what's NOT, common exclusions, contract obligations and other legal issues related to contractors' insurance. Presented by Saki Yamada, Attorney, Ahlers & Cressman PLLC.

Return to Work Incentive Programs (*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 Joyce Allen and Christina Summers, Stay at Work Program Specialists, Dept. of Labor & Industries.

New Paid Sick Leave Law Requirements Overview (*Contractors with employees*) – Learn about the new Paid Sick Leave Law requiring employers to provide paid sick leave to most employees beginning January 1, 2018. This class will provide an overview of Initiative 1433, which changed state law regarding minimum wage, ensuring tips and service charges are given to the appropriate staff, requiring employers to provide paid sick leave, and protects employees from retaliation for lawful use of paid sick leave by the Minimum Wage and Labor Standards Act (chapter 49.46 RCW). Presented by Tuyen Manikhoth, Dept. of Labor & Industries

Lead-Based Paint 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.

Dig Law (*All contractors*) – Does your job require digging or excavation? Learn how you can set your job up for success and possibly save being billed for costly underground utility repair, injury, or worse. Before you put a shovel in the ground, find out what is required in the dig law, RCW 19.122, and get some great Call 811 Before You Dig materials and information on best practices. Presented by Lynda Holloway, Damage Prevention Manager, Utility & Transportation Commission.

Retro 101: Retrospective Rating (*Businesses with employees*) – Retrospective Rating is a safety incentive program. Employers can earn back, in the form of a refund, part of the premium they paid to the Department. The keys are safety, loss control, returning injured workers to modified duty jobs and cooperating with L&I staff to manage claims and re-training effectively. We'll talk about options for participation, evaluating your own readiness, and next steps for interested employers. Presented by Tim Smolen, Dept. of Labor & Industries.

What Washington State Contractors Don't Know (*All contractors*) – Do you know all the agencies that have rules for Contractors in Washington? Wonder how many forms you are supposed to be filling out a year? Sure you know what the 7 points of an Independent Contractor certification is? Are you a Certified Renovator, should you be? Can your brother collect unemployment from your company? Do you know all the safety regulations you are required to have annual training for? This class covers in checklist style, rules and requirements for Washington Contractors... It's not designed to be in-depth training, but rather give your company a heads up on training and research they need to be doing to not be acquiring massive liabilities to the State. Presented by Kris Alberti, Executive Director, NICA.

Department of Labor & Industries
DTO – Outreach & Education
Attn: Julie Perales or Mandi Mackey
PO Box 44274
Olympia WA 98504-4274

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Washington State Department of
Labor & Industries

Free Training for Construction Contractors In Tumwater on Friday January 19, 2018

- Want to learn how to **Save Money on Workers Compensation Premiums?**
- Do you need to update your **Contracts?**
- Does your company have a **required Accident Prevention Plan?**
- Do you want to know more about **Employees or Independent Contractors?**

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.