



CDT EXAM PREP

FOR THE PROJECT DELIVERY EDUCATION PROGRAM

The Project Delivery Education Program (PDEP) provides a comprehensive overview for anyone who writes, interprets, enforces, or manages construction documents. Project architects, contractors, contract administrators, material suppliers, and manufacturers' representatives realize the advantages of being Construction Documents Technologists.

By being able to understand and interpret written construction documents, Construction Document Technologists (CDTs) perform their jobs more effectively. By understanding the roles and relationships of all participants, CDTs improve communication among all members of the construction team.

Getting your CDT means:

- Adding "CDT" after your name, to your business card and to your resume
- Understanding how a project unfolds from conception to delivery
- Gain in-depth knowledge of the documentation involved

Virtual Teams Meeting format with expert lecturers for each topic who will be available to discuss topics. The PDEP is led by experienced industry professionals and is provided by instructors from the Middle Atlantic Regional Chapters.

The course covers the following subject material:

The construction process
Construction contract types
Modifications and substitution procedures
Contractual relationships
Rights, duties, and responsibilities
Contract provisions
Relationship and organization of construction documents
Use of construction documents
Organizational formats
Interpreting construction documents

FALL 2024 SCHEDULE

Class:	9 sessions starting Tuesday, September 10th
Time:	6:00 pm-7:30 pm
Location:	Virtual Classes will be held via Microsoft Teams Meeting
Cost:	Fee is \$50 for CSI members, \$150 for non-members
Registration Deadline:	September 1st, 2024
To register:	<u>Click Here</u> Scholarship opportunity available for those experiencing financial hardship. E-mail: covens@glaveandholmes.com if you have questions.

Session 01: Fundamentals - September 10, Winnie Sung & Cindy Cordo

Session 02: Project Conception & Delivery - September 17, Marvin Kemp

Session 03: Design Process - September 24, David Stutzman

Session 04: Construction Documents – October 1, Bill Vernon

Session 05: Procurement - October 8, Hana NguyenKy

Session 06: Pre-Construction - October 15, Kevin Grega, Chris Atwood

Session 07: Construction - October 22, Clint Newton

Session 08: Life Cycle Activities - Monday, October 29, John Spain

Session 09: AIA A201: General Conditions - November 5, Mitch Miller

CSI and AIA members earn 1 LU for each presentation they attend by self - reporting. Each class is taught by industry leaders that can answer questions and provide important insights. Classes include presentations that are supplemented with short quizzes that help reinforce the content of each session.

Our thanks to the CSI Middle Atlantic Regional Board and CSI Institute for the support of CSI's Project Delivery Education Training Program!



INSTRUCTOR'S BIOGRAPHIES



Winnie Ma Sung, AIA, CDT, CCCA, CCS, LEED BD&C, is the Director of Quality at Glavé & Holmes Architecture, Richmond, VA. She manages the firm's quality system and directs staff training. She sets up drawing standards, guides, and checklists and performs QA/QC document review for compliance to Code, ADA regulations, inter-discipline coordination and constructability. She is currently the CSI Middle Atlantic Region Board Certification Committee Chair.

RICHMOND
CSI CHAPTER



Cindy Cordo is a senior project manager / senior architect in the Higher Ed / K – 12 / Special Projects Studio over 35 years experience. Cindy has an extremely varied experience with Federal, Military, Higher Education and K – 12 Schools. Cindy has been a CSI member and Richmond Board of Directors member since 2013. Cindy is extremely involved in sustainability, specification writing and construction administration.

RICHMOND
CSI CHAPTER



Marvin Kemp, AIA, FCSI, CDT is a Principal with Design Collective, Inc. of Baltimore, MD and has been practicing architecture for over 28 years, specializing in higher education design and construction. He has been a member of the Baltimore Chapter of CSI for 20 years, is a past president of the Chapter, a past Chair of CSI's Board of Directors. An avid blogger and Tweeter, Marvin has presented at numerous CSI events including the Baltimore Chapter's CDT Seminars for over 12 years.

BALTIMORE
CSI CHAPTER



INSTRUCTOR'S BIOGRAPHIES



PHILADELPHIA
CSI CHAPTER

Dave Stutzman, FCSI, CCS, is the founder of Conspectus, Inc. an independent specifications consulting firm providing master and project specifications for owners, contractors, and architects for healthcare, higher-Ed, multi-family, and hospitality projects in the US and around the world. Dave joined CSI more than 40 years ago and has focused on specifications since. He has contributed to CSI through multiple chapters, regions, and Institute level. Now he focuses on revolutionizing specifications with Conspectus Cloud, a web-based database providing transparent, collaborative decision management for capital projects.



PITTSBURGH
CSI CHAPTER

William Vernon has been a licensed architect since 2000, is a Certified Construction Specifier (CCS) and has a CDT since 2004. He has worked in the architecture industry almost 30 years, been a project manager and is currently the specification manager at a national firm.



GREATER LEHIGH VALLEY
CSI CHAPTER

Kevin S. Grega, CSI, CDT, CCPR, is the president of CTS, an independent manufacturer's representative for Key Resin Company & Sauereisen. For the past 29 years, Kevin has become a golden representative offering guidance and solutions centered around epoxy terrazzo, decorative and industrial resinous flooring, concrete restoration, chemical resistant linings, and protection of wastewater infrastructure. Kevin specializes in system recommendations and specification creation, on-site inspections, and educational seminars.

INSTRUCTOR'S BIOGRAPHIES



CENTRAL VIRGINIA
CSI CHAPTER

Hana is a licensed Architect in Virginia and a Specifier with Conspectus, Inc. She is the President and Chair of Education and Certifications with the Central Virginia Chapter of CSI, where she also virtually teaches their CDT preparation series. Hana achieved her CDT in 2020 and credits the certification in preparing her for various job roles and subsequent certifications. She achieved her LEED AP BD+C, CCCA, CCS, and architecture license in 2022, and her WELL AP in 2023.



GREATER LEHIGH VALLEY
CSI CHAPTER

Clint Newton III, CSI, CDT is a Regionally Dedicated Quality Manager with the Whiting-Turner Contracting Company. Clint has been working in the construction industry most of his life. A 2000 Graduate of the Pratt Institute School of Architecture. A member of the Greater Lehigh Valley Chapter of CSI, Holding offices in the past of President, Vice President, and several committees. Clint has been teaching the CDT class for the last three years.



RICHMOND
CSI CHAPTER

John Spain is a project manager/project architect in the Urban Architecture Studio at Glavé & Holmes Architecture. John achieved his CDT in 2014, and is currently preparing for the CCCA exam this spring. John has participated in the Construction Contract Administration phase of projects throughout his career, particularly in the public sector.

INSTRUCTOR'S BIOGRAPHIES



Mitch Miller, AIA, FCSI, CCS, CDT, SCIP is principal of M2 Architectural Resources with over 45 years experience. He is a past Vice President of the Institute, Past Region Director, Past Chapter President as well as many other offices and committees at the Chapter, Region, and Institute levels. He has been teaching the CDT classes for over 27 years.

GREATER LEHIGH VALLEY CSI CHAPTER



Chris Atwood, AIA, CSI, CDT, CCS, SCIP, is an independent architectural specifications writer providing services to Conspectus, Inc. He has worked over 40 years for firms in Charlottesville VA and the Harrisburg PA area preparing construction documents primarily for commercial, municipal and institutional projects, and has been dedicated to preparing specifications and performing construction document quality control reviews since 1998.

CENTRAL PENNSYLVANIA CSI CHAPTER



TECHNICAL ASSISTANT

Connie Owens, AIA, CDT, works in the Higher Education Studio at Glave & Holmes Architecture in Richmond, VA. Connie has been working in the architecture industry for 9 years and has served on the CSI Richmond board since 2017. She has recently passed her architectural licensing exams!!

RICHMOND CSI CHAPTER



Construction Documents Technology (CDT)

CDT credentials are evidence of proven knowledge, education, and experience with construction documents and project delivery. Holding a certification demonstrates professional commitment, credibility, and reliability to employers, colleagues, and clients.

Class Materials

All class participants are required to purchase:
the [Project Delivery Practice Guide, 3rd Edition](#) (PDPG)
the [CDT Study Workbook](#) (recommended)
and download the free [CDT Handbook](#)
All material is available at the [CSI Bookstore](#)

Project Delivery Practice Guide, 3rd Edition

The Project Delivery Practice Guide (PDPG) provides fundamental knowledge for the documentation, administration, and successful delivery of construction projects and focuses on leading project delivery methods and the steps in each to deliver quality work that fulfills owner intent. The PDPG will define the roles and responsibilities of every party, the deliverables during each phase of the facility life cycle, and the types of information flow that help ensure a successful project.

PDPG Pricing:

- CSI Member price (Printed Book and Electronic Copy): \$119
- CSI Member price (Electronic Copy): \$99
- Non-member price (Printed Book and Electronic Copy): \$169
- Non-member price (Electronic Copy): \$139

CSI CDT Study Workbook [Digital Workbook in PDF Format]

The CDT Study Workbook is designed to be used with the Project Delivery Practice Guide, 3rd Edition by candidates preparing for the Construction Documents Technology (CDT) Certification Exam. This digital workbook is comprised of interactive elements to enhance your learning experience.

Workbook features include:

- 100+ interactive learning activities
- 35 case studies for real-world knowledge application
- Self-assessments to customize your learning
- Inline answer key functionality
- Cross reference of PDPG sections, figures, and tables

Workbook Pricing:

- CSI Members = \$49.95
- Non-Members = \$79.95

CDT Handbook for Certification Candidates -PDF- FREE

The CDT Handbook for Certification Candidates is a free resource. It contains pertinent information regarding candidate requirements, application procedures, knowledge domains, reference materials, and CSI certification policies.

JOIN CSI TODAY AND SAVE!

Leverage your CDT Certification by joining CSI and save money in the process! Becoming a member saves on the cost of the exam, the practice guide, and study workbook! For more information on the benefits of joining the CSI chapter.

[click here](#)

Listed prices are subject to change. For the most reliable information, go to csiresources.org

