



**Wednesday  
May 24, 2016**

**Caltrans District 7, Rm. 01.040A**

**100 S. Main St. Los Angeles, CA 90012**

**8:30 AM:** Continental Breakfast,  
Networking & Registration

**9 – Noon:** Presentation and  
Roundtable Discussion

**► REGISTER NOW - Limited seating  
Bring a Team & SAVE**

**E-MAIL:** vann@wccc.org *(you can call in CC #)*

**FAX:** (916) 641-1660

**PHONE:** (916) 599-8020

**MAIL:** Call/e-mail RSVP, then mail completed  
form, list & check, *postmarked by 5/16/17 TO:*

**Western Council of Construction Consumers**  
1731 Howe Ave #613, Sacramento, CA 95825

**WCCC Member Non-Member**

**Individual**  \$ 75  \$ 89

**Team**  \$ 65 each  \$ 79 each

*(3 or more) Add \$10 each after 5/16/17*

No-shows, & cancellations after **5/16/17**, are  
subject to the full fee. You may send Substitutes.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Firm/ Agency: \_\_\_\_\_

Address: \_\_\_\_\_

City/ST/ZIP: \_\_\_\_\_

Work Ph: \_\_\_\_\_ Cell: \_\_\_\_\_

FAX: \_\_\_\_\_

E-mail: \_\_\_\_\_

**► TEAMS: Attach list w/name, org., title, address,  
direct phone & e-mail for EACH registrant.**

# Best Practices in Consultant Use on Projects

**Achieving a proper, productive and successful experience for all**

**Whether you are Owner, Contractor, CM, or Consultant** for design, commissioning or other services, how you proactively manage consulting relationships is key to success for any project and all parties involved. **Get guidance from experts, share, ask questions, and learn from experiences of others.**

Based on years of experience in the industry and from representing Owners, Design Professionals, Contractors, Subcontractors, and others in construction, our presenters will share tips on needs assessment, finding the right consultant to address those needs, task-based budgeting, anticipating issues, developing appropriate contracts, and dealing with challenges during the project, plus guidance in developing a relationship that is legally and economically solid.

Learn how to be more proactive and productive in consultant relationships, and develop processes and approaches that lead to effective and successful interaction **for all involved**, while avoiding contention, liability and litigation now, and in the future.

## SOME OF THE TOPICS ADDRESSED:

### Owners:

- Determining your **true & complete** needs
- Choosing who to work with and who **NOT** to work with
- Important contract issues defining scope of work
- Understanding what Consultants can & cannot do

### Consultants:

- What are you hired to do? Defining scope of work.
- What Owners, Contractors & CMs need to know to hire you
- How to deal with last minute “do it now” requests
- Is it a good or bad idea to testify with an outstanding balance due?
- Protecting yourself if things “go south”
- Dealing with conflicts of interest

**Presenters:** **Mark Stapke**, Stapke Law LLC; **Lynne Baker**, HKA; and others

**Who would benefit from this program?** Owners, Consultants, CMs, PMs, Consultants, Contract Administrators, Design Professionals, Engineers, Facilities Managers, Inspectors, and more...

**Payment Method:**  VISA  MC  Discover  AMEX  Check \* (#\_\_\_\_\_) )

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**# of Registrants:**

**x Fee:** \_\_\_\_\_

**= Total Due:**

**Continuing Legal Ed(CLE)  
Credits Available**