

Charles W. Drago, Secretary

Charlie Crist, Governor

**GENERAL, BUILDING AND RESIDENTIAL CONTRACTOR
CONTRACT ADMINISTRATION & PROJECT MANAGEMENT**

**Contractors Reference List
Valid for February – June 2009**

These references are the approved standards issued by the Construction Industry Licensing Board (CILB) for this examination. The answers to the examination questions will be based on the editions listed below. Some of the questions will also be based on field experience and knowledge of trade practices. Editions earlier or later than those listed below can be brought to the examination but **AT YOUR OWN RISK**. However, only one copy of each reference will be allowed into the examination.

Photocopies will not be allowed unless the appropriate authorities (DBPR and the publishers) have given written authorization. Reference materials must remain as published. Hand-written and typewritten notes are NOT allowed. Existing hand-written notes must be blackened out or whitened out completely, by the candidate, prohibiting legibility. Moveable tabs (e.g., Post-it® Flags) are NOT allowed. Permanently attached book tabs with normal chapter headings are permitted; however, tabs must not contain any notes or formulas. References containing underlining with pen or highlighter may be used. You will not be permitted to make any marks in your references during the examination.

PLEASE BRING **ONLY** APPROVED REFERENCE MATERIAL TO EACH EXAMINATION SESSION.
USE **NO OTHER** REFERENCES TO ANSWER THE TEST QUESTIONS.

CHECK THE CILB WEB SITE FOR UPDATES:

<http://www.myflorida.com/dbpr/servop/testing/documents/update.pdf>

Any materials other than those approved will be stored along the wall of the exam room.
The Department is **NOT** liable for loss of or damage to candidates' property.
Candidates are advised to clearly label all belongings.

ONLY BRING THESE BOOKS IN FOR CONTRACT ADMINISTRATION & PROJECT MANAGEMENT:

| | <i>AIA documents are listed below.</i> The American Institute of Architects, PO Box 60, Williston, VT 05495. or Florida Association of AIA, 104 East Jefferson St., Tallahassee, FL 32301. www.aiafla.org | |
|-------|---|---|
| Ref # | Document # | Titles |
| R5 | A201 | <i>General Conditions of the Contract for Construction</i> , 2007. |
| R6 | A401 | <i>Standard Form of Agreement between Contractor-Subcontractor</i> , 2007. |
| R7 | A701 | <i>Instructions to Bidders</i> , 1997. |
| R8 | G701 | <i>Change Order</i> , 2001. |
| R9 | G702 | <i>Application and Certificate for Payment</i> , 1992. |
| R10 | G703 | <i>Continuation Sheet</i> , 1992. |
| R11 | G706A | <i>Contractor's Affidavit of Release of Liens</i> , 1994. |

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| R37 | Builder's Guide to Accounting , Michael C. Thomsett, Copyright 2001, Reprint 2006. Craftsman Book Company, 6058 Corte del Cedro, Carlsbad, CA 92009. www.craftsman-book.com/ |
| R38 | Building Estimator's Reference Book , Walker's, 28 th Edition. Frank R. Walker Company, PO Box 318, 1989 University Lane, Unit "C", Lisle, IL 60532. www.frankwalker.com |
| R46 | Code of Federal Regulations, (OSHA) 29 Part 1926 , 2008. Revised July 1, 2008) (The Government Printing Office Bookstore, 100 West Bay Street, Jacksonville, FL 32202. bookstore.gpo.gov (Ph 866.512.1800), www.mancomm.com (Ph 800.417.2531) or hr.cch.com/safety (Ph 888.276.5422) |
| R50 | Contractors Manual , 2009 Edition (which includes the 2008 Circular E). Association of Builders and Contractors Institute, Inc., 3730 Coconut Creek Parkway, Coconut Creek, FL 33066. (Ph 866.930.4222) |
| R52 | Design and Control of Concrete Mixtures , Steven H. Kosmatka, Beatrix Kerkhoff and William C. Panarese, Fourteenth Edition, 2002 (Rev 2008). Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083. www.cement.org/bookstore |
| R83 | Placing Reinforcing Bars , Eighth Edition, 2005. CRSI Concrete Reinforcing Steel Institute, 933 North Plum Grove Road, Schaumburg, IL 60173. www.crsi.org/ecommerce/home.aspx |
| R85 | Principles and Practices of Commercial Construction , Ronald C. Smith and Cameron K. Andres, Eighth Edition, 2008. Prentice-Hall Publishers, 200 Old Tappan, Old Tappan, NJ 07675. Order ISBN # 0131599232. (Ph 800.382.3419) http://www.mypearsonstore.com/index.asp?partner_select=49 |
| R87 | Application and Finishing of Gypsum Panel Products, GA-216 , 2007 edition. Gypsum Association, 810 First Street NE, #510, Washington, DC 20002. www.gypsum.org |
| R140 | Energy Efficient Building Construction in Florida , 2007. Florida Energy Extension Service, University of Florida/IFAS Publications, PO Box 110940, Gainesville, FL 32611-0940. (Ph 800.226.1764) http://www.ifasbooks.ufl.edu/merchant2/merchant.mv |
| R247 | Building Component Safety Information: BCSI-ED2-D "Guide to Good Practices for Handling, Installing and Bracing of Metal Connected Wood Trusses" , 2008, Truss Plate Institute Inc., 583 D'Onorfio Drive, Suite 200, Madison, WI 53719. www.sbcindustry.com/bcsi.php |
| R200 | Florida Building Code - Building , 2004 with 2005 Updates and 2006 Revisions. International Code Council, Inc, 5203 Leesburg Pike, Suite 600, Falls Church, VA 22041, www.iccsafe.org , (Ph 800.786.4452) |
| R250 | Florida Building Code - Residential , 2004 with 2005 Updates and 2006 Revisions. International Code Council, Inc, 5203 Leesburg Pike, Suite 600, Falls Church, VA 22041, www.iccsafe.org , (Ph 800.786.4452) |
| R251 | Florida Building Code – Existing Building , 2004 with 2005 Updates and 2006 Revisions. International Code Council, Inc, 5203 Leesburg Pike, Suite 600, Falls Church, VA 22041, www.iccsafe.org , (Ph 800.786.4452) |