

LTAP

Local Technical
Assistance
Program

WSDOT Local Programs LTAP Center presents:

Contract Specification Writing

[\(LAG Manual Chapter 44\)](#)

Wed, December 9, 2015 (#2493CN)
Tumwater

WSDOT Aviation Office, Large Conference Room
7702 Terminal Street, Tumwater WA 98501
Ph.360-709-8015*

Thurs, January 14, 2016 (#2494CN)
Ephrata

Grant County, Public Works Meeting Room
124 Enterprise Street, Ephrata WA 98823
Ph.509-754-6082*

Thurs, January 21, 2016 (#02495CN)
Shoreline

WSDOT Northwest Region, Cafeteria Conference Room
15700 Dayton Avenue North, Shoreline WA 98133
Ph.206-440-4000*

Wed, January 27, 2016 (#02496CN)
Vancouver

WSDOT SW Region Maintenance Facility Conf. Room
4100 Main Street, Bldg. 2, Vancouver WA 98663
Ph.360-905-2109*

(*The phone number(s) above are receptionist numbers and can be used in case of emergency to contact a student in a class)

Cost: \$75

Time: 8:00am to 5:00 pm

Class Size: 30

Instructor

Steve Boesel, retired WSDOT and current consultant specializing in contract specification preparation and review, plan review, and estimate preparation. He has over 40 years experience in highway design and construction.

Target Audience

Local agency personnel or consultants involved in the writing, reviewing or enforcing of contract specifications.

Course Description

This class will provide guidance and methods for writing consistently clear, concise, complete and well formatted contract special provisions. It will provide a thought process that can be used when writing or reviewing contract specifications to ensure the greatest possibility for a successful bid and a successful construction project.

Registration

Please register on-line using this link: [LTAP Training On-line Registration Form](#). Fill in the requested information, select your class from the list, then press "Submit." You will receive an e-mail notification from LTAPTraining@wsdot.wa.gov when we process your request. If you do not receive this e-mail notification within a day or two, you may not be registered and should contact us by phone.

Confirmation letters are e-mailed prior to the class. If you are unable to attend, someone else from your agency may attend in your place. Invoices for the registration fee will be emailed after the class.

Questions

- **Course content questions:** Steve Boesel at sboesel@writespecs.com
- **For other questions** on this training, for registration assistance, or for cancellations call (360) 705-7355 or LTAPTraining@wsdot.wa.gov

Disability accommodations provided upon request.



Washington State
Department of Transportation