

## GENERAL, BUILDING AND RESIDENTIAL CONTRACTOR CONTRACT ADMINISTRATION & PROJECT MANAGEMENT Exam Reference List

**Valid January 2018 – December 2018**

*Revised: December 12, 2017*

**Candidate Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Candidate Number:** \_\_\_\_\_

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. 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. You will not be permitted to make any marks in your references during the examination.

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 candidate's property. Candidates are advised to clearly label all belongings.

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

Ref #	Titles	
	<p><b>AIA documents are listed below.</b>            The American Institute of Architects, PO Box 60, Williston, VT 05495 or Florida Association of AIA, 104 East Jefferson St., Tallahassee, FL 32301. <a href="https://www.aiacontracts.org/">https://www.aiacontracts.org/</a></p>	
	<b>Document #</b>	<b>Titles</b>
R5	A201	<b><i>General Conditions of the Contract for Construction, 2017.</i></b>
R6	A401	<b><i>Standard Form of Agreement between Contractor-Subcontractor, 2017.</i></b>
R7	A701	<b><i>Instructions to Bidders, 1997.</i></b>
R37	<p><b><i>Builder's Guide to Accounting, 2001.</i></b> Craftsman Book Company, 6058 Corte del Cedro, Carlsbad, CA 92009. <a href="https://www.craftsman-book.com/books-and-software">https://www.craftsman-book.com/books-and-software</a></p>	

R38	<b>Building Estimator's Reference Book, 30th Edition, 2014.</b> Frank R. Walker Company, PO Box 318, 1989 University Lane, Unit "C", Lisle, IL 60532. <a href="http://www.frankrwalker.com">www.frankrwalker.com</a> <b>*Effective May 2018 the 2017 Edition will be used for the examination.</b>
R46	<b>Code of Federal Regulations, (OSHA) 29 Part 1926, July 1, 2017.</b> Government Printing Office Bookstore, 100 West Bay Street, Jacksonville, FL 32202. <a href="http://bookstore.gpo.gov">bookstore.gpo.gov</a> , (Ph 866.512.1800); <a href="http://www.mancomm.com">www.mancomm.com</a> , (Ph 800.417.2531); or <a href="http://hr.cch.com/safety">hr.cch.com/safety</a> , (Ph 888.276.5422).
R50	<b>Contractors Manual, 2017.</b> (Includes the 2016 Circular E). Association of Builders and Contractors Institute, Inc., 3730 Coconut Creek Parkway, Coconut Creek, FL 33066, (Ph 866.930.4222).
R52	<b>Design and Control of Concrete Mixtures, 16th Edition, 2016.</b> Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083. <a href="http://www.cement.org/bookstore">www.cement.org/bookstore</a>
R83	<b>Placing Reinforcing Bars, 9th Edition, 2011.</b> CRSI Concrete Reinforcing Steel Institute, 933 North Plum Grove Road, Schaumburg, IL 60173. <a href="http://resources.crsi.org/resources-search/">http://resources.crsi.org/resources-search/</a>
R85	<b>Principles and Practices of Commercial Construction, 9th Edition, 2013.</b> Prentice-Hall Publishers, 200 Old Tappan, Old Tappan, NJ 07675, (Ph 800.382.3419). <a href="http://www.mypearsonstore.com/index.asp?partner_select=49">www.mypearsonstore.com/index.asp?partner_select=49</a>
R87	<b>Application and Finishing of Gypsum Panel Products, GA-216, 2016 Edition.</b> Gypsum Association, 810 First Street Northeast, #510, Washington, DC 20002. <a href="https://www.bnibooks.com/gypsum/">https://www.bnibooks.com/gypsum/</a>
R140	<b>Energy Efficient Building Construction in Florida, 2015.</b> Program for Resource Efficient Communities, Shimberg Center for House, University of Florida, PO Box 110940, Gainesville, FL 32611-0940, (Ph 352.392.5684). <a href="http://www.buildgreen.ufl.edu/">www.buildgreen.ufl.edu/</a> <b>*Effective July 2018 the 2017 Edition of R140 will be used for the examination.</b>
R247	<b>Building Component Safety Information: BCSI-ED2-D "Guide to Good Practices for Handling, Installing and Bracing of Metal Connected Wood Trusses", 2015.</b> Truss Plate Institute Inc., 583 D'Onorfio Drive, Suite 200, Madison, WI 53719. <a href="http://www.sbcindustry.com/bcsi.php">www.sbcindustry.com/bcsi.php</a>
	<b>Florida Building Code Books are listed below.</b> International Code Council, Inc., 5203 Leesburg Pike, Suite 600, Falls Church, VA 22041, (Ph 800.786.4452). <a href="http://shop.iccsafe.org/state-and-local-codes/florida.html">shop.iccsafe.org/state-and-local-codes/florida.html</a> <b>*Effective May 2018, the 2017 Edition of FBC will be used for the examination.</b>
R200	<b>Florida Building Code - Building, 2014.</b>
R203	<b>Florida Building Code - Accessibility, 2014.</b>
R250	<b>Florida Building Code - Residential, 2014.</b>
R251	<b>Florida Building Code - Existing Building, 2014.</b>
R252	<b>Florida Building Code - Energy Conservation, 2014.</b>