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Subject: **CSI Membership**

Thank you for inquiring about membership in the Minneapolis--St. Paul Chapter of CSI. The Membership Committee encourages you to consider pursuing a membership in CSI and becoming an active member of our local Chapter. There are numerous benefits of being a member of CSI, including networking with other members in our profession, and many educational opportunities which can advance your career goals.

This introductory packet contains information regarding the Construction Specifications Institute and our local Chapter; including membership, membership benefits, and information about our local Chapter education and member participation in committee opportunities.

Materials provided as part of this packet include introductory information to CSI Institute and our local Minneapolis-St. Paul Chapter.

- "Design Build Manage Smarter" Letter
- CSI Resources
- "What is CSI?": Minneapolis-St. Paul Chapter Brochure
- Membership Benefits
- CSI Membership Enrollment Form
- Need CEU's/LU's?: The Minneapolis-St. Paul Chapter Programs List
- Board of Directors - Fiscal Year 2019-2020
- Committee Chairs - Fiscal Year 2019-2020
- Committee Participation Guide – Fiscal Year 2019-2020

To become a member, complete the CSI Membership Enrollment Form, and send it to the Construction Specifications Institute along with your membership payment to the address indicated on the enrollment form. Please note the "Who can we thank for referring you to CSI" question at the lower left corner of the form. Write in the person's name and contact information if you would like to acknowledge the CSI member who encouraged you to join CSI. They will gladly assist you in any way they can to help you feel comfortable with our Chapter. The Minneapolis-St. Paul Chapter dues amount includes attendance for 8 Chapter monthly meetings with programs that include your meal. The Awards Banquet and the Annual Golf Outing may be attended at an additional cost.

Our Minneapolis-St. Paul Chapter's webpage, www.csi-msp.org can give you current Chapter information regarding upcoming monthly meetings and activities important to our Chapter and you.

We would like to point out a couple of items about the CSI Certification Programs, which are viewed on the Institute's webpage at www.CSIResources.org. The CDT Program and examination is a prerequisite to obtaining your CCS, CCCA or CCPR Certification. Our Minneapolis-St. Paul Chapter conducts education workshops in preparation for the exams scheduled in the Spring and Fall.

The Chapter publishes our own monthly on-line newsletter called **"Specifics – The Newsletter of the Minneapolis-St. Paul Chapter CSI"**, which contains upcoming monthly Chapter events, articles written by our Chapter members, Chapter committee meeting activities, and other topics of interest to our profession.

If you would like to become a more involved member of our Chapter, please consider joining one of the committees by completing the Committee Participation Guide, email attach or fax (952.252.8096) the form to the Minneapolis-St. Paul Chapter. You can also use this guide to get in touch with any of the committee chairs to discuss specific issues you may have; so feel free to contact any of them, as we're sure you will find them very helpful.

Finally, please feel free to call Susan Lee at 952.929.9241, e-mail susanlee@stationad.org, or Gary Patrick at 763.546.3434, e-mail gpatrick@inspec.com, to talk about any of the enclosures, or other information you would like to receive. We hope to see you at an upcoming Chapter event. Thank you for your interest in CSI.

Sincerely,

Susan Lee, CSI
Chair, Membership Committee

Gary Patrick, CSI
Co-Chair, Membership Committee





The Construction Specifications Institute

DESIGN•BUILD•MANAGE•SMARTER

Dear Colleague

As a professional involved in building construction, you know the importance of accurate and timely communications, the successful completion of any building project. You know the benefits of examining all available information before you commit your time and effort to a project. You also know what industry recognition can do for your career. But did you know there is one organization dedicated to helping you excel in your field, while enhancing your interaction with other members of the construction team?

That organization is the Construction Specifications Institute (CSI). For over 70 years CSI has been developing and maintaining technical documents, formats, guidelines, and education programs to foster clear written communication among architects, engineers, specifiers, contractors, product suppliers, and owners. CSI's Annual Convention, Region product shows, and Chapter meetings offer face-to-face communication and networking opportunities.

CSI publishes of *"The Construction Specifier"*, an award-winning monthly magazine, featuring informative articles on a wide range of building construction technology, applications, and innovations. Regular columns keep readers up-to-date on latest information on construction documentation, legal issues, trends, materials and methods. Your membership includes annual subscriptions to CSI's monthly magazine, *The Construction Specifier*, and the *CSI Weekly* email-newsletters (membership focused).

Each year, CSI's Annual Convention and Exhibit "CSI Construct" is a prime example of the networking and education opportunities this organization offers. The exhibit floor offers a firsthand look at thousands of new products and services and the chance to make contacts for future projects.

Locally, the Minneapolis-St. Paul Chapter established in 1959, is one of the largest and most active in the country (with over 260 members). Monthly chapter meetings offer you an excellent chance to network with other professionals in the area. There are regular opportunities to take courses in preparation for CSI certification exams, and other education opportunities. The Chapter's monthly on-line newsletter, *"Specifics Newsletter"*, and the Chapter's website, www.csi-msp.org each provide a useful communication tool that keeps you up-to-date about what is happening in the Minneapolis-St. Paul market.

Let CSI help you put the right teams together with the right products to build projects the way the owner intended. To advance your career by improving the way you communicate and interact with all members of the building construction team.

Join CSI today! Fill out the enclosed membership enrollment form, mail or fax to The Construction Specification Institute. If you prefer to join on line, go to www.CSIResources.org/join, the Membership web page, select "Join or Renew Today", select "Create An Account". For more information, contact The Construction Specifications Institute or the Minneapolis-St. Paul Chapter indicated below. Send membership applications to the address, The Construction Specifications Institute, PO Box 81, Annapolis Junction, MD 20701.

Sincerely

The Construction Specifications Institute, Inc.

123 North Pitt Street
Suite 450
Alexandria, VA 22314-3351
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Fax: 1.703.236.4600
e-mail: csi@csinet.org
website: www.CSIResources.org

Minneapolis-St. Paul Chapter of the Construction Specifications Institute

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Fax: 952.252.8096
e-mail: msilva@intrinxec.com
website: www.csi-msp.org



RESOURCES

www.CSIResources.org

CSI Membership: What's in it for YOU?

As a CSI member you can:

- **Learn and share information with experts across the industry.** In CSI, you'll connect with professionals from different fields who are as eager to learn from you as you are from them. CSI's online communities make it even easier to connect with CSI members throughout the world and provide every day solutions when you need them.
- **Enhance your technical skills.** CSI's education helps thousands of professionals understand and control their documentation so they can deliver projects as envisioned. In addition, CSI's new website www.csiresources.org is designed for you to easily search for just the information you need.

- **Get real-world, building product solutions.** As a member, you'll receive CSI's Construction Specifier Magazine, which is packed with articles and advice focused on the latest in building technology.
- **Participate in your local construction community through more than 130 chapters nationwide.** For a complete listing of CSI chapters throughout United States visit our website.

And you can search MasterFormat.com for FREE!

Ready to join? CSI has three membership levels:



- Professional
- Emerging Professional
- Student

Go to www.csiresources.org to join today!

Connect with CSI

CSI's Online Community

CSI has an active online community connecting members nationwide through social media and through our new communities. Industry professionals discuss hot topics in the industry, answer questions, and make jokes that only a construction professional could truly appreciate.

If you've never tweeted, posted, liked, or linked, CSI's online community is a safe place to get started. If you're an experienced professional building a personal brand, CSI's online community presents a great opportunity to personally engage with CSI's national network.

Connect with CSI online for an enhanced member experience:



- Connect with thousands of industry professionals in CSI's new communities! Share advice and best practices, make comments, network with experts and get answers to your questions.



- CSI on Twitter – www.twitter.com/CSIConstruction – Tweet with us! Follow CSI on Twitter for news, updates and announcements, from CSI, and to find other CSI members who are tweeting.



- CSI's Facebook Page – www.facebook.com/CSIConstruction – Like us! Stay up-to-date with Institute news and upcoming events, and find other members who are using Facebook to discuss CSI.



- CSI on YouTube – www.youtube.com/CSIConstruction – Learn where and when it's convenient to you! With more than 250 hours of programming ranging from informational webinars, to Practice Group discussions, to leader training presentations, CSI's YouTube channel is available whenever and wherever you are through your phone, tablet, or computer.

Get Involved Join a CSI Practice Group

CSI's Practice Groups support collaborative networks of individuals and organizations working together to improve their own operations and final project delivery. These social learning groups cover a variety of industry topics with the goal of collaboration and knowledge sharing on a regular basis.

Through online discussion and monthly virtual meetings, these communities of practice go into detail in the following practice areas:

- Contract Administration
- High Performance Design/Building
- Information Management
- Product Representation
- Specifying

CSI Weekly

CSI Weekly is a must-read weekly email for CSI members. In it you'll find:

- News about CSI's standards and formats
- Excerpts from blogs, forums and other places CSI members are talking
- Information about CSI's education and certification programs
- Registration deadlines for exams and events
- A calendar of CSI's upcoming events

CSI automatically emails CSI Weekly to new members.

CSI Certificate/Certification Program

CSI is the construction community's authority on communication and construction documentation.

Through CSI's Certificate/Certification Program, you can develop a conceptual understanding of the entire construction process and concrete skills in:

- Construction documentation development and administration
- Specification writing and enforcement
- Product research and sourcing
- Communication with the design and contracting teams



CDT

CSI's Construction Documents Technologist (**CDT**) program has provided foundation training in construction documentation for architects, contractors, contract administrators, specifiers, and manufacturers' representatives for decades. As the cornerstone of CSI's certification program, it's also prerequisite to taking CSI's advanced certification exams.

Getting your CDT means:

- Understanding how a project unfolds from conception to delivery
- Understanding the documentation involved

CCCA

A CSI Certified Construction Contract Administrator (**CCCA**) develops, administers and enforces construction documentation.

Getting your CCCA means:

- Developing an in-depth understanding of quality assurance and quality control
- Having advanced skills in bidding and negotiating procedures
- Developing skills in construction observation and inspection
- Understanding Division 01, General and Supplemental Conditions, agreements, and all other documents related to the project
- Understanding enforcement and liability

CCS

A CSI Certified Construction Specifier (**CCS**) is a skilled product researcher who knows how to investigate and identify cost-effective, efficient solutions, and then communicate those solutions through the specifications.

Getting your CCS means:

- Developing an in-depth understanding of agreements, conditions of the contract, Division 01, and their relationships to specifications
- Having advanced skills in specification development, enabling you to write specs and use spec-writing software more effectively
- Understanding how to research and source products

CCPR

A Certified Construction Product Representative (**CCPR**) is a trusted advisor, a valued resource called upon by the design team again and again.

Getting your CCPR means:

- Making sales calls, presentations, construction meetings, and product shows more effective
- Knowing the parts of construction product marketing collateral that are of most interest to designers and contractors
- Understanding roles and responsibilities of everyone involved in the project, and how and when to communicate with them
- Understanding all phases of the construction documentation, and your role in each phase
- Speaking the same language as the design and contractor teams

Learn more, or register for an exam at CSIResources.org.

Certification Preparation Resources

CDT

CDT Study Workbook

The CDT Study Workbook is a guide to help candidates prepare for the CDT exam. The workbook provides an in-depth understanding of the fundamentals and formats of construction documentation and includes exercises, examples, and practice questions that address the development of facilities and the ins and outs of the process.

Project Delivery Flash Cards

The Project Delivery Flash Cards are designed to help increase your knowledge of the fundamentals and formats of construction documents! Use them with a colleague to quickly test your attained knowledge or to aid in preparing to earn a CSI credential. Answers to these 75 questions include excerpts and citations from CSI's Project Delivery Practice Guide. Also available on iTunes.

Project Delivery Education Program

The Project Delivery Education Program (**PDEP**) is an instructional tool that addresses topics essential to understand the proper use of construction related documents. The PDEP incorporates concepts from the Project Delivery Practice Guide™, MasterFormat®, Building Information Modeling (**BIM**), Integrated Project Delivery (**IPD**), Green Building GreenFormat™ and Sustainability as well as additional resources. The program includes multiple presentation files in PowerPoint format plus additional resource and reference material.

CCCA

Certified Contract Administration Education Program

The Construction Administration Education Program (**CAEP**) is an instructional tool for the Certified Construction Contract Administrator (**CCCA**) designation that addresses topics essential to understanding the design professional, owner and contractor roles in the on-site construction process, as well as in contractual relationships. The program includes multiple presentation files in PowerPoint format.

CCCA Study Workbook

The CCCA Study Workbook is a guide to help candidates prepare for the CCCA Exam. The workbook provides a thorough overview of standard contract documents and their successful use in construction projects. The workbook is comprised of exercises, examples, key terms and practice questions that address contract documents and the roles and responsibilities of all parties concerned in the construction process – with an emphasis on the CCCA subject matter.

CCS

Construction Specifications Education Program

The Construction Specifications Education Program (**CSEP**) is an instructional tool for the Certified Construction Specifier (**CCS**) designation that addresses topics essential to writing specifications and construction documents. The program includes multiple presentation files in PowerPoint format.

CCS Study Workbook

The CCS Study Workbook is a guide to help candidates prepare for the CCS Exam. The CCS Workbook provides an indepth review of construction specification preparation, procurement requirements, and construction agreements and contracts. The CCS Workbook is comprised of key terms, exercises, examples, and practice questions.

CCPR

Construction Product Representative Education Program

The Construction Product Representation Education Program (**CPREP**) is an instructional tool for the Certified Construction Product Representative (**CCPR**) designation that addresses topics essential to understanding the construction process and effective representation. The program includes multiple presentation files in PowerPoint format.

CCPR Study Workbook

The CCPR Study Workbook is a guide to help candidates prepare for the CCPR Exam. The workbook provides a review of all phases of the construction documentation, and the product representatives role in each phase. The CCPR Workbook includes definitions, exercises, examples, and practice questions.



Standards and Formats

MasterFormat® 2016 Edition



MasterFormat®, a publication of CSI and CSC, is the master list of titles and numbers classified by work results. It primarily used to organize specifications, project manuals, detailed cost information, and other project information for most commercial building design and construction projects in North America. CSI members get complimentary access to all *MasterFormat* content on www.masterformat.com.

UniFormat™



UniFormat™, a publication of CSI and CSC, is a common elemental classification for the description, economic analysis and management of a building for its life cycle. It provides a structure for arranging construction information based on functional elements, often referred to as systems or assemblies, without regard to the materials and methods used to construct them. *UniFormat* is commonly used to organize cost estimates and project accounting, for facility management, and to identify and organize BIM object families.

OmniClass™



OmniClass™ is a comprehensive classification system for the construction industry. Useful for a variety of applications including tagging objects, structuring project information, and providing a common classification for databases, *OmniClass* is a strategy for classifying the entire built environment throughout the entire project life cycle. For more information visit www.omniclass.org.

SectionFormat™/PageFormat™



SectionFormat/PageFormat™, a publication of CSI and CSC, combines the two recommended formatting standards into one publication, providing a uniform approach to organizing and presenting specification section content.

PPDFormat™



PPDFormat™ provides a recommended format for the organization and presentation of Preliminary Project Descriptions (PPDs), used by the owner, cost estimators, and the design team to facilitate a better understanding of a project throughout its lifecycle. It also serves as a guideline for the authoring and use of project documentation organized around an elemental structure, and its use to further document design intent for use in building information modeling (BIM).

United States National CAD Standard (NCS)® V6



NCS, a standard comprised of AIA's CAD Layer Guidelines, CSI's Uniform Drawing System, and NIBS BIM Implementation & Plotting Guidelines, coordinates the efforts of the entire industry by graphic building design data consistently, allowing streamlined communication among owners and design and construction project teams. For more information or to purchase visit www.nationalcadstandard.org.

GreenFormat™



GreenFormat™ is a standardized structure for organizing sustainable information elements associated with materials, products, systems and technologies used in the built environment. The information collected and organized with *GreenFormat* can be used to produce a sustainability profile of a product, and provides designers, constructors and building operators an easy way to evaluate the various sustainable attributes of materials, products, and processes across a wide variety of manufacturers.



Learn more, or purchase at www.CSIResources.org

Practice Guides

Project Delivery Practice Guide



CSI's *Project Delivery Practice Guide* provides fundamental knowledge for the documentation, administration, and successful delivery of construction projects. It also serves as the starting point for understanding CSI's core values, and serves as the primary resource for those studying for CSI's Construction Documents Technologist (**CDT**) certificate.

Construction Contract Administration Practice Guide



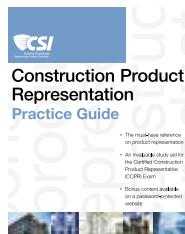
CSI's *Construction Contract Administration Practice Guide* presents a thorough overview of standard contract documents and their use in successfully administering construction projects. Advice on effective communications, the terms and contents of standard agreements, project forms and their use for communications and documentations, and compliance with codes and regulations are among the subjects addressed.

Construction Specifications Practice Guide



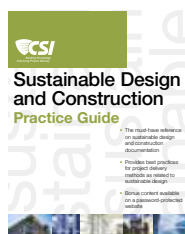
CSI's *Construction Specifications Practice Guide* is focused on the roles and responsibilities of the specifications professional in meeting the challenges of the changing world of construction. Guidelines on writing quality construction specifications and product selection are combined with the best practices for managing project information, working with Building Information Modeling (**BIM**) and Integrated Project Delivery, and writing sustainable design specifications.

Construction Product Representation Practice Guide



CSI's *Construction Product Representation Practice Guide* presents an overview of the construction process and the roles the construction product representative plays in it. It also includes information that clients require to select appropriate products to meet project requirements, and the role the product representative plays in an Integrated Product Delivery (**IPD**) workflow.

Sustainable Design and Construction Practice Guide



CSI's *Sustainable Design and Construction Practice Guide* offers guidelines and best practices for applying sustainable design and construction principles in practical terms. Content includes discussions of sustainable design standards and rating systems, an overview of green products and systems (and guidance on how to evaluate them), discussion of the lifecycle of a building project and its impact on evaluating sustainable options, and information on the roles and responsibilities of members of the design and construction team in successful performance of a sustainable construction project.

Specialty Programs

Master Specifiers Retreat

CSI Master Specifiers Retreat Building Product Manufacturer Attendees

CSI's Master Specifiers Retreat is an exclusive event that brings together expert specifiers and product selection influencers from across the country for an intimate gathering of focused education, group networking, and one-on-one meetings with building product manufacturer executives.

Corporate Partner Program

The Corporate Partner Program is designed for building product manufacturers, design firms and other commercial construction related organizations that have multiple employees interested in joining CSI and accessing CSI's products and services. The Program provides increased visibility for partnering companies as well as professional development opportunities for organizations wishing to educate their project teams. Let us create a package to meet your business objectives.

CSI WebReach Program

Expand Your Reach

CSI can help you expand the reach of your accredited education program. We will: Handle the logistics of a web-based presentation, help you reach a national audience through CSI's communications and supply you with contact information from your audience after your presentation.





Check out our new website at www.csiresources.org for more information about **CSI Resources and Programs.**

123 North Pitt Street, Suite 450
Alexandria, VA 22314

(800) 689-2900
csi@csinet.org



Minneapolis-St. Paul
Chapter of the
Construction Specifications
Institute

What is CSI?

- Certification
- Networking
- Education
- Technical
- Product Showcase

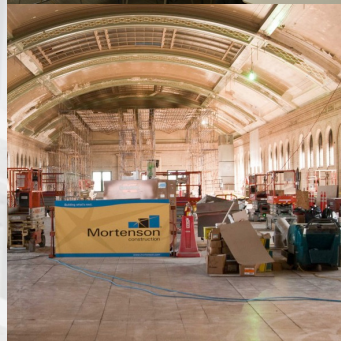
"The Construction Educators"



Minneapolis-St. Paul Chapter
of the
Construction Specifications Institute

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www.csi-msp.org



WHAT IS CSI? MINNEAPOLIS-ST. PAUL CHAPTER

The Minneapolis-St. Paul Chapter of CSI (The Construction Specifications Institute) was chartered in 1959. The Chapter is one of the largest in the CSI organization with more than 280 Professional Members and Emerging Professional Members, and also includes Student Members specializing in construction related fields.

The Chapter is governed by a Board of Directors consisting of 9 persons elected by the membership. Officers include the President, President-Elect, Immediate Past President, 4 Vice Presidents, Secretary, and Treasurer. The Board of Directors are Chapter members elected to those positions based upon their tenure, accomplishments, and contributions to the growth of the Chapter. The activities of the Chapter are arranged by 8 committees, each led by a Committee Chairperson and Co-Chairperson. All Chapter members are encouraged to serve on a committee or committees of their choice. Committees currently include: Awards, Certification, Communications, CSI-MSP Expo, Membership, Programs, Social, and Student and Emerging Professionals (StEP).

EDUCATION

Active participation in the Minneapolis-St Paul Chapter is an excellent way to remain current on the latest in construction technology and materials. The Chapter provides opportunities for the improvement of technical skills and career enhancement while developing personal and professional relationships.

The Chapter Mission Statement is "Building Knowledge - Improving Project Delivery". Building and improving education is an important part of CSI's mission. Monthly meeting programs, technical workshops, and continuing education programs provide construction professionals with regular updates on building code changes, new product development, and construction practices. The Chapter also assists the Institute by providing classes to prepare candidates for certification examinations, and sponsors the annual "Introduction to Construction Documents" workshop.

PUBLICATIONS

The Minneapolis-St. Paul Chapter "*specifics newsletter*", is a monthly on-line publication for Chapter members. The newsletter contains meeting announcements, technical columns and articles, building codes and standards updates, committee activities and member news.

The Minneapolis-St. Paul Chapter on-line member resources allows Chapter members to access the "Member Directory", which provides member contact information for all current Chapter members, lists of Past Presidents, current Region and Chapter officers, Board of Directors members, Committee members, and also includes the Chapter bylaws.

MONTHLY MEETINGS

The Minneapolis-St. Paul Chapter meets 10 times each year. Meetings usually address specific construction products, current projects, technical documents, or construction techniques, based on a specific construction theme or topic presented by knowledgeable individuals. Each meeting starts with sign-in and social time, followed by Chapter business including lunch/dinner, and continues with the monthly theme or topic presentation of interest. Seminars and technical workshops, along with on-site tours, may be added in conjunction with the monthly program. This enhances the education process and provides a more in-depth review of specific issues.

Each monthly meeting provides an excellent opportunity for networking with Chapter members and other members of the construction industry, to discuss matters of mutual interest and to gain knowledge of technical innovations. Members may obtain continuing education credits by attending workshops or discussions of construction related topics as part of the monthly meetings.

SPECIAL PROJECTS

Annually, the Minneapolis-St. Paul Chapter hosts its "CSI-MSP EXPO" where the construction industry and professional people come together for educational seminars, to view exhibits of products and advancements in construction technology.

Each year the Chapter extends its knowledge and education of the built environment to local schools, with members contributing their time to present a construction "Teach-In" to elementary school students from the 6th grade. The Chapter also works with Dunwoody College of Technology to assist in teaching courses on products related to construction and technology affecting the construction industry.

WEBSITES

The Minneapolis-St. Paul Chapter website, www.csi-msp.org provides a quick way for members to get the latest Chapter information. The website provides on-line access to meeting information, current and past newsletters and on-line reservations for Chapter meetings and educational events. The Website also has links to the North Central Region and Institute websites which have additional information about activities at each level of CSI.



Construction Specifications Institute (CSI)

MEMBERSHIP BENEFITS

CSI Minneapolis - St. Paul Chapter Benefits

- One-time (annual) Chapter Dues payment for Monthly Chapter Meetings held throughout the year. Sign-up, network, and get CEU's!
- Outstanding Monthly Chapter Meetings. Timely topics/tours. An Annual Product EXPO!
- Bring a guest for Free (\$45 value) once a year to a Chapter Meeting!
- Receive a gift certificate (approx. \$25 value) from the Membership Committee for recruiting a new member.
- Free monthly newsletter *Specifics*, and a resourceful Chapter website!
- Build leadership skills by being active such as joining/leading a Committee.
- Certification support groups/classes.
- Network with industry colleagues. A large Chapter offering a wide range of resources.
- Take advantage of a variety of Business Advertisings (once-a-year payment option).
- Website www.csi-msp.org

CSI Institute Benefits

- CSI Certifications! Advance your career and validate your skills.
- Member Discounts on Certification Tests, CSI Standards/Formats, CEUs, CSI Store.
- Free magazine subscription, *The Construction Specifier*
- Email-newsletters, *The CSI Weekly*
- Network with industry colleagues.
- Advertise your business.
- Use CSI as a suffix to your name.
- Website www.CSIResources.org



PO Box 81
Annapolis Junction, MD 20701

Phone: 800-689-2900

CSI Tax ID#: 53-0242938

Fax to: 703-940-8600

Enroll online at www.csiresources.org/join

MEMBERSHIP TYPES

☐ Professional: \$275

I am a technically experienced individual whose primary function is to author, manage, or communicate building information; to create, interpret, or use construction documents; or to educate, support, or assist the construction industry.

☐ Emerging Professional: \$150*

I am an individual who has less than three years experience in any construction-related field and am a prospective Professional Member.

☐ Student: \$50*

I am a full-time student enrolled in an undergraduate or graduate program in a construction industry curriculum at an educational institution.

**If selecting Emerging Professional or Student Membership, please call CSI Member Services for related chapter dues. Emerging Professional membership is limited to 3 years, at which time members must renew at the Professional level.*

Don't Forget to join a chapter!

Enrollment form for July 2019-June 2020.
Dues rates subject to change.

NOTE: CSI membership is non-transferable and non-refundable.

Who can we thank for referring you to CSI?

MEMBERSHIP ENROLLMENT FORM

Personal Information

☐ Mr ☐ Ms ☐ Mrs ☐ Dr

First name:

Middle initial:

Nick name:

Last name:

Title:

Firm name:

Website:

Mailing Address:

City | State | Zip:

Business phone:

()

Fax:

()

Email:

Date of birth:

Please review the listings on the back and enter the corresponding number(s) that best describe the following:

Occupation code:

Firm type code:

Institute and Chapter Dues

See Institute dues above and chapter dues on reverse side.

Institute Dues (see types of membership to the left) \$

Home Chapter Name (see reverse) \$

Additional Chapter(s) Name(s) \$

Membership Certificate (optional) \$ 15.00

Total (US funds only) \$

Signature*

**Required to validate your enrollment form.*

Visa ☐ Mastercard ☐ AMEX ☐ Check ☐

(Payable to CSI—please specify “Member Dues” and if renewing membership include member ID on memo line.)

Card # _____ CVV Code _____ Exp Date _____

Signature* _____ Amount \$ _____

**Signature required for credit card authorization.*



Occupation Codes

100 Specifier or Specifications Consultant	115 Urban Planner	132 Building Owner	145 Publisher
101 Architect	116 Engineering Technician	133 Developer	146 Graphic Designer
102 Forensic Architect	117 Consultant	134 Facilities Manager	147 Technical Writer
103 Landscape Architect/Designer	118 A/E Drafter – CAD Operator	135 Realtor	148 Computer Support Specialist
104 Interior Designer/Space Planner	119 Estimator	136 Construction Finance Professional	149 Systems Administrator
105 Project Manager	120 Surveyor	137 Surety Professional	150 Association Staff
106 Contract Administrator	121 Construction Manager	138 Insurance Professional	151 Academician/Professor/Teacher
107 Civil Engineer	122 General Contractor	139 Accountant	152 Academic Staff
108 Environmental Engineer	123 Subcontractor	140 Attorney	153 Student
109 Water Resources Engineer	124 Constructor	141 Manufacturer's Rep/Supplier	154 Other
110 Structural Engineer	125 Construction Trades	142 Building Product Distributor	
111 Electrical Engineer	126 Labor Representative	143 Electronic Media Manufacturing Personnel	
112 Electronics Engineer	127 Test Lab Personnel	144 Project Information Manager	
113 Mechanical Engineer	128 A/E Representative		
114 Forensic Engineer	129 Public Agencies Staff		
	130 Building Official		
	131 Building Inspector		

Locate the numbers corresponding to your occupation and type of firm, then write them in on the front of this form.

Firm Codes

300 Commercial Developer
301 Municipal Government
302 State Government
303 Federal Government
304 Product Distributor
305 Manufacturer/Supplier
306 A/E Firm
307 Architectural Design Firm
308 Construction Management
309 Contractor
310 Subcontractor
311 Other (indicate on application)
312 Academic
313 Association/ Technical Society

CHAPTER DUES

Make the most of your CSI experience when you join one or more chapters! Chapters offer local professional development events, unique tours, in-person networking, certification prep, volunteer opportunities, and much more. Make sure to write in your selected chapter(s) and dues on the front of this application. For more information on CSI chapters, visit www.csiresources.org/communities/components.

CSINext (Virtual Chapter)–\$25

Alabama

*Birmingham–\$120
Huntsville–\$50
Mobile Bay–\$60
Montgomery–\$40

Alaska

Cook Inlet–\$50

Arizona

*Phoenix–\$155
*Tucson–\$25

Arkansas

Little Rock–\$40

California

*East Bay–Oakland–\$95
Fresno–\$40
Inland Empire–\$60
*Los Angeles–\$180
Monterey Bay–\$0
Orange County–\$50
Redwood Empire–\$50
Sacramento–\$50
*San Diego–\$175
*San Francisco–\$115
Santa Clara Valley–\$95

Colorado

*Denver–\$185
*Pikes Peak–\$150

Connecticut

*Hartford–\$100
Housatonic–\$75

District of Columbia

*DC Metropolitan–\$120

Florida

Florida Southwest –\$50
*Greater Orlando–\$95
Jacksonville–\$50

Miami–\$45
Pensacola–\$60
Suncoast–\$55
Tampa Bay–\$135

Georgia

*Atlanta–\$140

Hawaii

Honolulu–\$40

Idaho

Idaho–\$50

Illinois

Central Illinois–\$30
*Chicago–\$145
*Northern Illinois–\$140

Indiana

*Evansville–\$85
*Indianapolis–\$110

Iowa

*Central Iowa–\$85
*Crandic–\$120
Illowa–\$60

Kansas

Flint Hills–\$40
Mid-Kansas–\$35

Kentucky

Blue Grass–\$15
*Louisville–\$100

Louisiana

Acadiana–\$35
*Baton Rouge–\$150
New Orleans–\$40
*Shreveport–\$50

Maine

Maine–\$50

Maryland

Baltimore–\$60

Massachusetts

*Boston–\$150
Worcester County–\$50

Michigan

*Grand Rapids–\$100
Lansing–\$30
*Metropolitan Detroit–\$140

Minnesota

*Minneapolis–St. Paul–\$175
Twin Ports–\$50

Mississippi

Gulf Coast–\$40
*Mississippi–\$42

Missouri

Central Missouri–\$25
Greater St. Louis–\$150
*Kansas City–\$160
Southwest Missouri–\$40

Nebraska

Nebraska–\$55

Nevada

*Las Vegas–\$100
Reno–\$24

New Hampshire

New Hampshire–\$50

New Jersey

New Jersey–\$84

New Mexico

*Albuquerque–\$175

New York

Buffalo–Western NY–\$70
Eastern New York–\$65
Long Island–\$60
Metropolitan New York–\$100
*Rochester–\$170
*Syracuse–\$65

North Carolina

*Charlotte–\$125

*Raleigh–Durham–\$125

North Dakota

North Dakota/Red River Valley–\$90

Ohio

*Akron–Canton–\$180
*Cincinnati–\$90
Cleveland–\$65
*Columbus–\$100
*Dayton–Miami Valley–\$100
*Toledo–\$65

Oklahoma

*Oklahoma City–\$125
Oklahoma State Univ.–\$0
Tulsa–\$50

Oregon

Capital–\$35
Portland–\$75
Willamette Valley–\$50

Pennsylvania

Greater Lehigh Valley–\$35
Central Pennsylvania–\$100
Erie–Northwestern Pennsylvania–\$40
Northcentral Penn–\$50
Pennsylvania Railroad–\$40
Philadelphia–\$30
Pittsburgh–\$55

Rhode Island

Rhode Island–\$60

South Carolina

*Charleston–\$75
Grand Strand–\$70
Greenville–\$40

Tennessee

Chattanooga–\$25
*Knoxville–\$110
Memphis–\$40
*Nashville–\$130

Texas

*Amarillo–\$175
Austin–\$50
*Dallas–\$140
*Fort Worth–\$125
*Houston–\$150
*Lubbock–\$70
*San Antonio–\$100

Utah

*Salt Lake City–\$120

Vermont

Vermont–\$50

Virginia

Blue Ridge–\$25
Central Virginia–\$35
*Northern Virginia–\$175
Richmond–\$45
Tidewater–\$40

Washington

Mt. Rainier–\$55
Puget Sound–\$95
Spokane–\$75

Wisconsin

Fox River Valley–\$35
Madison–\$35
Milwaukee–\$49

**Includes all or some meals. CSI allocates \$16.50 of membership dues to The Construction Specifier magazine. Please check with your tax professional regarding appropriate business deductions for membership dues.*

NEED CEUs/LUs?

Enhance your professional development by attending these educational meetings

2019-20 PROGRAMS

- | | |
|----------------|--|
| Sept. 10, 2019 | Construction of the Allianz Field Envelope
<i>Allianz Field, St. Paul - Tour/Noon Program</i> |
| Oct. 8, 2019 | Air/Moisture Barrier Advancements and Coming Industry Change
<i>Univ. of St. Thomas, Minneapolis Campus – Noon Program</i> |
| Nov. 4, 2019 | Understanding the Fiduciary Duty of the Design Professional
<i>Univ. of St. Thomas, Minneapolis Campus – Noon Program</i> |
| Dec. 9, 2019 | Development Of DAYMARK – A Design-Build Success Story In Uptown
<i>Ryan Companies US, Inc., Minneapolis - Noon Program</i> |
| Jan. 13, 2020 | Macy's
<i>St. Thomas Campus, Minneapolis Campus – Evening Program</i> |
| Feb. 10, 2020 | Living Building Challenge
<i>Location TBD - Evening Program</i> |
| Mar. 16, 2020 | Virtual Reality – VR Information
<i>Location TBD - Noon Program</i> |
| April 2020 | CSI – MSP Expo
<i>Location TBD – Afternoon Event</i> |
| May 2020 | Chapter Awards Banquet
<i>Dinner Program</i> |
| Late May 2020 | Annual Chapter Golf Outing
<i>Bunker Hills Golf Club, Coon Rapids - Afternoon Event</i> |

Advanced registration required. Meeting dates, topics, and locations are subject to change. Contact our Chapter administrative office at phone numbers below for up to date information.



Knowledge for Creating & Sustaining the Build Environment
education.csinet.org - The home for Construction Education Network

Minneapolis — St. Paul Chapter of the Construction Specifications Institute

5353 Wayzata Blvd Suite 350, St. Louis Park, MN 55416

Tel: 952.564.3044 | Fax: 952.252.8096 | volson@intrinsec.com

www.csi-msp.org



Board of Directors Fiscal Year 2019 – 2020

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Immediate Past President Cynthia Long, CSI, CDT INSPEC, Inc. 5801 Duluth Street Minneapolis, MN 55422-3958 763.546.3434 Phone 763.546.8669 Fax clong@inspec.com Email	BOD Liaisons to Committees Liaison to Awards: Cynthia Long Liaison to Certification: Mark McPherson Liaison to Communications: Andrew Marolt Liaison to CSI-MSP Expo: Rick Nichols Liaison to Membership: Tohnya Adams Liaison to Programs: Dave Rasmussen Liaison to Student and Emerging Professionals: Adrienne Rulseh

Committee Chairs

Fiscal Year 2019 – 2020

Awards Chair Matt Strand, CSI, CDT Axel H. Ohman 17584 Lenox Circle Eden Prairie, MN 55347 952.836.8329 Cell Matt@AxelOhman.com Email	Awards Co-Chair Rick Nichols, CSI, LEED GA The Blue Book Building & Construction Network 2281 Van Tassel Drive North Stillwater, MN 55082-9155 651.373.8570 Phone rnichols@mail.thebluebook.com Email
Certification Chair Gerhard Guth HGA 420 North 5th Street, Suite 100 Minneapolis, MN 55401-2338 612.758.4558 Phone gguth@hga.com Email	Certification Co-Chair Jerrilyn O'Brien, CSI, CDT, EIT Allegion 6230 Bury Drive Eden Prairie, MN 55346-1718 952.674.4967 Phone 952.893.3061 Fax jerrilyn.obrien@allegion.com Email
Communications Chair Jerry Putnam, CSI, RA, FCSI, CCS RSP Architects, Ltd. 1220 Marshall Street Northeast Minneapolis, MN 55413 612.677.7146 Phone 612.677.499 Fax jerry.putnam@rsparch.com Email	Communications Co-Chair None at this time
CSI-MSP EXPO Chair Kathrine Barrett, CSI-EP, CDT, LEED, GA Activar Construction Products Group 9702 Newton Avenue South Bloomington, MN 55431 952.838.1912 Phone khbarrett@activarpgt.com Email	CSI-MSP EXPO Co-Chair Noah MacMillan, CSI-EP HiLine, Inc. 2650 26th Avenue South Minneapolis, MN 55406 612.721.1000 Phone nmacmillan@hilinc.com Email
Membership Chair Susan Lee, CSI, AIA, CID, NCARB Station A+B, PLLC 6708 Point Drive Edina, MN 55435 952.929.9241 Phone susanlee@stationad.org Email	Membership Co-Chair Gary C. Patrick, CSI, AIA, RRC INSPEC, Inc. 5801 Duluth Street Minneapolis, MN 55422-3958 763.546.3434 Phone 763.546.8669 Fax gpatrick@inspec.com Email

Committee Chairs

Fiscal Year 2019 – 2020

Programs Chair Brien DuRoche, CSI Kline-Johnson & Associates Inc. 2950 Metro Drive, Suite 306 Bloomington, MN 55425 763.614.4029 Phone 952.854.8729 Fax brien@kline-johnson.com Email	Programs Co-Chair None at this time
StEP Chair (Student and Emerging Professionals) Hannah Fleischaker, CSI-EP Rose-Fleischaker Associates, Inc. 333 Washington Avenue North, Suite 302 Minneapolis, MN 55401-1353 612.349.9884 Phone 612.349.9886 Fax hannahrfa@offcenters.com Email	StEP Co-Chair None at this time

Committee Participation Guide Fiscal Year 2019 – 2020

CSI Member: If you are interested in participating on a committee, feel free to contact the committee chair person to join or for further information regarding their committee activities. Or complete this form, place an "X" in the box next to the committee name, and attach the form to an email sending it to the committee chairperson.

Name: **Company:**

Telephone: **Fax:** **E-Mail:**

- ☐ **AWARDS COMMITTEE:** Reviews suggestions for awards, and prepares nominations submittals for Institute, Region, and Chapter awards. Organizes and emcees the Chapter Awards Banquet.

Committee Chair	Matt Strand, CSI, CDT	Ph: 952.836.8329	Matt@AxelOhman.com
Committee Co-Chair	Rick Nichols, CSI, LEED GA	Ph: 651.373.8570	rnichols@mail.thebluebook.com
Meeting Location	Bunny's Bar & Grill, 34 13th Avenue Northeast, Minneapolis, MN		
Meeting Date & Time	1st Thursday of the month, 8:00 AM		

- ☐ **CERTIFICATION COMMITTEE:** Offers review study courses for national CSI certifications exams, and introduction to construction documents workshop.

Committee Chair	Gerhard Guth	Ph: 612.758.4558	gguth@hga.com
Committee Co-Chair	Jerrilyn O'Brien, CSI, CDT, EIT	Ph: 952.674.4967	jerrilyn.obrien@allegion.com
Meeting Location	Psycho Suzi's Motor Lounge, 1900 Marshall Street Northeast, Minneapolis, MN		
Meeting Date & Time	2nd Friday of the month, 12:00 PM to 1:00 PM		

- ☐ **COMMUNICATIONS COMMITTEE:** Produces *specifics* newsletter. Contributes and recommends content for Chapter electronic publications, maintains Chapter website, including the electronic Member Roster.

Committee Chair	Jerry Putnam, CSI, RA, FCSI, CCS	Ph: 612.677.7146	jerry.putnam@rsparch.com
Committee Co-Chair	None at This Time		
Meeting Location	Psycho Suzi's Motor Lounge, 1900 Marshall Street Northeast, Minneapolis, MN		
Meeting Date & Time	3rd Monday of the month, 4:00 PM to 6:00 PM		

- ☐ **CSI-MSP EXPO COMMITTEE:** Plans annual Construction Showcase event in conjunction with Programs Committee and Student Membership Committee.

Committee Chair	Kathrine Barrett, CSI-EP, CDT, LEED, GA	Ph: 952.838.1912	khbarrett@activarpdtd.com
Committee Co-Chair	Noah MacMillan, CSI-EP	Ph: 612.721.1000	nmacmillan@hilineinc.com
Meeting Location	Telephone Conferences, Occasional Lunch Meetings		
Meeting Date & Time	Meet every two weeks, 8:30 AM Telephone Conference		

Committee Participation Guide Fiscal Year 2019 – 2020

- ☐ **MEMBERSHIP COMMITTEE:** Addresses increasing and maintaining Chapter membership through various means. Assists members in receiving the benefits from their membership.

Committee Chair	Susan Lee, CSI, AIA, CID, NCARB	Ph: 952.929.9241	susanlee@stationad.org
Committee Co-Chair	Gary C. Patrick, CSI, AIA, RRC	Ph: 763.546.3434	gpatrick@inspec.com
Meeting Location	INSPEC, Inc., 5801 Duluth Street, Minneapolis, MN		
Meeting Date & Time	2nd Thursday of the month, 11:30 AM to 1:00 PM		

- ☐ **PROGRAMS COMMITTEE:** Plans and runs the monthly Chapter programs and meetings.

Committee Co-Chair	Brien DuRoche, CSI	Ph: 763.614.4029	brien@kline-johnson.com
Committee Co-Chair	None at This Time		
Meeting Location	IntrinXec Management, Inc., 5353 Wayzata Boulevard, Suite 350, St. Louis Park, MN		
Meeting Date & Time	1st Monday of the month, 12:00 PM to 1:00 PM		

- ☐ **StEP COMMITTEE** (Student and Emerging Professionals): StEP committee promotes collaboration between students interested in the A/E industry and Emerging Professionals already working in the industry to form lasting relationships through CSI.

Committee Chair	Hannah Fleischaker, CSI-EP	Ph: 612.349.9884	hannahrfa@officenters.com
Committee Co-Chair	None at This Time		
Meeting Location	Dunwoody College of Technology		
Meeting Date & Time	3rd Tuesday of the month, 12:00 PM to 1:00 PM		