



ADVANCED ESSENTIALS

Reserve Studies, Construction & Maintenance

CAI's newest Advanced Essentials Class for Board Members

- The Facilities Contract Process
- Roles and Responsibilities
- Ongoing Maintenance and Reserve Contracting
- Preparing the Request for Proposal (RFP)
- Selecting Contractors
- Evaluating Bids
- Contract Provisions
- Negotiating
- Successful Project Completion

If you are interested in attending this course, please register online at www.cai-grie.org - Events - Registration Forms:

ADVANCED ESSENTIALS - RESERVES & MAINTENANCE

**HOA Board Members...
this course is for you!**
**Register 3 board members at
the regular price and bring
the 4th for FREE!**

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CLASS DETAILS

What:

Advanced Essentials
Reserve Studies, Construction & Maintenance

When:

August 17, 2017
8:30 am-11:00 am

Where:

DoubleTree-Ontario
222 N. Vineyard Ave
Ontario, CA 91764

Cost:

\$20.00 for CAI Members
\$30.00 for Non-members

Includes:

Course Materials
Continental Breakfast

This class is being held PRIOR to the Mini Trade Show Luncheon. Class will be over by 11:00 and all class attendees will be registered and welcome to attend the Mini Trade Show Luncheon at NO ADDITIONAL CHARGE.

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