



Construction®
Education
Institute

2022 WINTER/SPRING EDUCATION CATALOG



BREAKING DOWN LIMITS

CELEBRATING 25 YEARS OF LEARNING

EDUCATION PARTNERS



Dear Members,

MCA of Chicago and our CEI construction education partners are pleased and excited to present the Spring 2022 Education Catalog for the Construction Education Institute® (CEI). CEI prides itself on offering outstanding programming for the betterment of the Chicagoland and Northeast Indiana construction industry. Throughout this school year, we will continue to enhance programming to benefit contractors and their employees, and we are thrilled to announce a return to in-person classes, although a few classes will stay virtual.

I would like to acknowledge and thank you construction education partners for their programming support

- Illinois Environmental Contractors Association (IECA)
- Piping Education Council (PEC)
- PCA of Greater Chicago (PCA)
- SMACNA Greater Chicago
- West Suburban Association (WSA)

We look forward to seeing you in the classroom, and virtually!

Sincerely,

Lisa Gorence
CEI Committee Chair



CERTIFICATION OF COMPLETION



Those who complete a seminar will receive a certificate of completion from the **Construction Education Institute® (CEI)**

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	FOR: ANYONE LOOKING TO IMPROVE THEIR GENERAL BUSINESS AND COMMUNICATIONS SKILLS.		FOR: SAFETY PERSONNEL
11	COMPUTER SKILLS	15	SALES & SERVICE
	FOR: ANYONE LOOKING TO IMPROVE THEIR TECHNOLOGY SKILLS.		FOR: SALES PROFESSIONALS AND MANAGERS
12	ESTIMATING & FIELD	16	INSTRUCTOR BIOS
	FOR : FOR ESTIMATING AND FIELD PERSONNEL		FOR: SERVICE PERSONNEL

ABOUT CEI



OUR GOAL & GUARANTEE

Our goal is to provide truly exceptional and quality programming, and we won't be satisfied until you are. If any program of the Construction Education Institute® does not fulfill your goal, we will gladly refund your money.

HISTORY OF CEI

The nationally-recognized Construction Education Institute® was founded in 1997 by MCA of Chicago and the Piping Education Council (PEC) to provide quality educational offerings for the industry. One major genesis for the founding of CEI came from a national study on union contractor productivity. It showed that 1.) union contractors were overly reliant on the training of their workers for the success of their businesses and 2.) that the management and office staff of non-union contractors were often better trained than the office staff of union contractors. CEI's university-quality programs span a wide range of topics from safety to people management to computer technology. The CEI faculty is made up of highly qualified educators well-versed in the mechanical contracting and service industry.



DRIVING DIRECTIONS

7065 Veterans Blvd., Burr Ridge, IL 60527

The Construction Education Institute® is conveniently located in Burr Ridge, IL, close to I-294 and off of I-55. Exit I-55 at North County Line Road (exit 276B) and turn left on Veterans Blvd. Continue left on Veterans Blvd. and follow the signs to Building 7065.

Visit mca.org/calendar to register

SCHEDULE AT A GLANCE







FEBRUARY 2022		HOW TO REGISTER: Visit mca.org/calendar to register for classes listed in this catalog. If you have any questions about registration or course offerings, contact Mary Sebek at msebek@mca.org .					
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
		1	2	3	4	5	
6	7	8 8:00 AM - 11:00 AM ■ Communicating in a Crisis	9	10 8:00 AM - 12:00 PM ■ Rethink Leadership! Part Two	11	12	
13	14	15 9:00 - 11:00 AM ■ Supervising for Safety	16	17 9:00 AM - 10:00 AM ■ The Art of Influence	18 8:00 AM - 3:00 PM ■ EPM	19	
20	21	22	23	24 8:00 AM - 10:00 AM ■ Highly Effective Foreman/Project Manager Partnerships	25	26	
27	28						

- = Business Skills
- = CEI Classroom
- = Project Management
- = EPM
- = Safety
- = ZOOM

MARCH 2022

HOW TO REGISTER:

Visit mca.org/calendar to register for classes listed in this catalog. If you have any questions about registration or course offerings, contact Mary Sebek at msebek@mca.org.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 9:00 AM - 10:30 AM  Advanced Bluebeam Part One	2	3	4	5
6	7	8	9 9:00 AM - 11:00 AM  Safety 101 for Project Managers	10 8:00 AM - 12:00 PM  Blueprint Reading 1:00 PM - 4:00 PM  Estimating	11	12
13	14	15 9:00 AM - 10:30 AM  Advanced Bluebeam Part Two	16	17	18	19
20	21	22 8:00 AM - 3:00 PM  Effective Presenting	23	24	25	26
27	28	29	30	31		

-  = Business Skills
-  = Computer Skills
-  = Estimating & Field
-  = CEI Classroom
-  = ZOOM

SCHEDULE AT A GLANCE

APRIL 2022

HOW TO REGISTER:

Visit mca.org/calendar to register for classes listed in this catalog. If you have any questions about registration or course offerings, contact Mary Sebek at msebek@mca.org.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5 8:00 AM - 12:00 PM ■ Basic Project Management	6 8:00 AM - 12:00 PM ■ Change Order Bootcamp	7	8	9
10	11	12	13 9:00 AM - 11:00 AM ■ Supervising for Safety	14	15	16
17	18	19 8:00 AM - 3:00 PM ■ When Two Worlds Collide: Highly Effective Field/Office Communication	20	21	22	23
24	25	26	27	28	29	30

- = Safety
- = Estimating & Field
- = Project Management
- = Sales & Service
- = CEI Classroom

MAY 2022

HOW TO REGISTER:

Visit mca.org/calendar to register for classes listed in this catalog. If you have any questions about registration or course offerings, contact Mary Sebek at msebek@mca.org.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 8:00 AM - 12:00 PM ■ Effective Teams	4	5 8:00 AM - 3:00 PM ■ Consultative Selling Skills	6	7
8	9	10	11 8:00 AM - 3:00 PM ■ Project Scheduling for the Mechanical Contractor	12	13	14
15	16	17 8:00 AM - 3:00 PM ■ Dispatchers Professional Development Training Program (Two-Part Program)	18 8:00 AM - 3:00 PM ■ Dispatchers Professional Development Training Program (Two-Part Program)	19 8:00 AM - 3:00 PM ■ When Two Worlds Collide: Highly Effective Field/Office Communication	20	21
22	23	24	25	26	27	28
29	30	31				

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Visit mca.org/calendar to register



The Construction Education Institute® Presents **BEYOND THE CLASSROOM**

Schedule custom assistance with tech trainer
GINNIE FLORADAY today!

gfloraday@comcast.net

Whether you need personalized tutorials on Bluebeam or a company-wide seminar on using Excel efficiently, let Ginnie apply her expertise to help you meet your business challenges and simplify your successes.

Schedule an appointment now to have Ginnie visit your office or teach via your own live remote webinar.

DID YOU KNOW?

An MCA of Chicago membership provides your company with three free hours of personalized computer software training each year with expert Ginnie Floraday. That's in addition to allowing you, and all of your colleagues, access to her pre-existing in-person and remote classes offered through CEI!



BUSINESS SKILLS

COMMUNICATING IN A CRISIS

FEBRUARY 8 | 8:00 AM - 11:00 AM

Instructor: Anthony Huey

CEI CLASSROOM

Don't let 30 years of hard work get destroyed in 30 seconds. Somewhere within every organization, a crisis is waiting to happen. Maybe tomorrow, maybe next year, or even in five years; you can't be sure what the crisis will be or when it will strike. But you can be sure that a crisis will put your organization's hard-earned image and reputation up for grabs. This timely session teaches attendees actionable keys to swaying internal and external perceptions during a negative event. Attendees will learn how to respond to questions briefly and directly and learn how to control the flow of information in a crisis.

RETHINK LEADERSHIP! PART TWO

FEBRUARY 10 | 8:00 AM - 12:00 PM

Instructor: Steve Thomas

CEI CLASSROOM

Leadership is influence and how we steward that influence to accomplish positive things in, with, and through people. Our leadership can get stuck from time to time and, often, we don't even notice as it's happening. It's imperative that we continually take time to reflect on and rethink leadership. In this session, we will focus on the desire of every leader to build a team within their organization. This interactive session will also explore the deeper qualities of leadership, why great leaders are great leaders, and how to build effective teams. We will discuss your beliefs about leadership and how they may be affecting the overall culture of the organization. You will leave with a better understanding of who you are and who you want to be as a leader.

THE ART OF INFLUENCE

FEBRUARY 17 | 9:00 AM - 10:00 AM

Instructor: Leigh Thompson

VIA ZOOM

Any time you can't get what you want without the cooperation of others, you are "influencing". The goal of influencing is not to coerce or manipulate others to do something they don't want to do. Instead, the goal is to: (1) remove the barriers of cognitive, motivational, and behavioral resistance; and (2) engage others as informed and motivated collaborators. The format will not be a lecture; rather the format will be highly interactive. Participants will have an opportunity to audit their own persuasion and influence styles, and learn new skills.

BUSINESS SKILLS

EFFECTIVE PRESENTING

MARCH 22 | 8:00 AM - 3:00 PM

Instructor: Dave Ashcraft

[CEI CLASSROOM](#)

This is the perfect class for you or team members that are looking to improve communication outcomes and influence a variety of audiences. You will take away specific techniques and tactics to improve your communication and presentation skills. This class will benefit those with 1 or 20-plus years of experience. The objective of this one-day training is to increase the presentation skills of you and your team when educating, informing, and influencing any audience.

EFFECTIVE TEAMS

MAY 3 | 8:00 AM - 12:00 PM

Instructor: Troy Aichele

[CEI CLASSROOM](#)

This workshop is a must for Project Managers and Assistant Project Managers who want to understand the power of an effective team and the basic principles behind creating such a team using the DiSC personality profile model. Participants will learn how teams transform and how using different communication styles and expertise can enhance team performance. Individual roles and responsibilities for every team member will be addressed in this interactive session.

COMPUTER SKILLS

ADVANCED BLUEBEAM PART ONE

MARCH 1 | 9:00 AM - 10:30 AM

Instructor: Ginnie Floraday

VIA ZOOM

If you want to take markups and measurements to a new level, join this seminar. We will use an estimating example to teach the following tools:

- Finding objects that need to be priced out
- Creating a column in the markup list to establish the price of items found
- Creating a calculated column that will multiply the price *
the measurement of the item

To save time for future, similar measurements, we will save a markup in the toolchest.

ADVANCED BLUEBEAM PART TWO

MARCH 15 | 9:00 AM - 10:30 AM

Instructor: Ginnie Floraday

VIA ZOOM

If you want to take markups and measurements to a new level, join this seminar. We will use an estimating example to teach the following tools:

- Finding objects that need to be priced out
- Creating a column in the markup list to establish the price of items found
- Creating a calculated column that will multiply the price *
the measurement of the item

To save time for future, similar measurements, we will save a markup in the tool chest.

ESTIMATING & FIELD

BLUEPRINT READING

MARCH 10 | 8:00 AM - 12:00 PM

Instructor: Troy Aichele

[CEI CLASSROOM](#)

Blueprint Reading covers the basics of how to read drawings and will include scavenger hunt activities for groups to find varying items in contract documents.

ESTIMATING

MARCH 10 | 1:00 PM - 4:00 PM

Instructor: Troy Aichele

[CEI CLASSROOM](#)

This class teaches estimating basics, which include performing a piping take-off and calculating a bid, effective bid strategies, and how to calculate key risk indicators.

WHEN TWO WORLDS COLLIDE: HIGHLY EFFECTIVE FIELD/ OFFICE COMMUNICATION

APRIL 19 | 8:00 AM - 3:00 PM

Instructor: Dan Krekel

[CEI CLASSROOM](#)

Teaching the importance of communication between the field and the office and teaching how to do this effectively is imperative so that everyone feels as though they are being heard. This program will help explain the responsibilities a person from the field will now have in the office. Finally, we address some of the common misconceptions the office has about the field.

WHEN TWO WORLDS COLLIDE: HIGHLY EFFECTIVE FIELD/ OFFICE COMMUNICATION

MAY 19 | 8:00 AM - 3:00 PM

Instructor: Dan Krekel

[CEI CLASSROOM](#)

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PROJECT MANAGEMENT

HIGHLY EFFECTIVE FOREMAN/PROJECT MANAGER PARTNERSHIPS

FEBRUARY 24 | 8:00 AM - 10:00 AM

Instructor: John Koontz

[CEI CLASSROOM](#)

This seminar will identify and explain the top 10 components that define a great partnership and demonstrate how these components specifically apply to critical project management topics such as planning, scheduling, cost control, productivity, fabrication, contract management, documentation, change order management, customer management, and servant leadership. Students will learn why all wildly successful projects have two highly effective servant leaders, a foreman, and a project manager, who understand the importance of working hard to develop a strong project partnership. This class is for both foremen and project managers to attend.

BASIC PROJECT MANAGEMENT

APRIL 5 | 8:00 AM - 12:00 PM

Instructor: Troy Aichele

[CEI CLASSROOM](#)

Designed for the Field Foremen, this class reviews the basics of Project Management and how a Foreman is integral to a Project Manager's responsibilities.

PROJECT SCHEDULING FOR THE MECHANICAL CONTRACTOR

MAY 11 | 8:00 AM - 3:00 PM

Instructor: Blake Wentz

[CEI CLASSROOM](#)

Most project managers know the nuts and bolts of how to put together a CPM schedule for their projects, but many don't realize it is one of the most important tools of great project management. This session dives into the strategies you can use to document your position with a general contractor in order to defend yourself from late changes in a project that can have severe impacts on your productivity. Concepts and examples will be presented as well as an interactive exercise to help illustrate proper techniques.

DISPATCHERS PROFESSIONAL DEVELOPMENT TRAINING PROGRAM

MAY 17 & 18 | 8:00 AM - 3:00 PM

Instructor: Nancy Bandy

[CEI CLASSROOM](#)

This updated two-day program is designed to help new or experienced dispatchers advance their careers, improve satisfaction with their jobs, understand their vital role in the company, and significantly enhance their ability to contribute to their company's success.

This program closes that gap with a comprehensive training course created specifically for service dispatchers. Custom-designed for MCA of Chicago members, this program goes beyond traditional technical training to help develop those advanced skills needed to be highly effective in the dispatcher role. By completing this program, dispatchers will be able to improve their job performance and more effectively contribute to the success of their companies.

Visit mca.org/calendar to register

SAFETY

SUPERVISING FOR SAFETY

FEBRUARY 15 | 9:00 AM - 11:00 AM

Instructor: GARY GLADER

[CEI CLASSROOM](#)

A contractor's safety program is more likely to succeed when front line supervision is actively involved in the safety program. Employees are promoted to supervisory positions because of their proven ability to get the job done in a quality manner. Unfortunately, many front line supervisors lack a full understanding of the key elements of a safety program. This workshop provides front line supervision with the training they need to fully execute their duties. Training is provided in key areas including accident investigation, motivating employees to work safely, and the return on investment safety programs can generate.

SAFETY 101 FOR PROJECT MANAGERS

MARCH 9 | 9:00 AM - 11:00 AM

Instructor: Chris Pfeiffer

[CEI CLASSROOM](#)

Contractors' project managers can be key to the success of a safety program. The more project managers understand the principles of a safety program, the more effectively they can interact with subcontractors, customers, and site supervision. Project managers can also add additional depth to the safety effort by observing and noting potentially unsafe behaviors and conditions during visits to job sites. This workshop will review the principles of safety and provide the skills project managers need to enhance a contractor's safety program.

CONTACT

OSHA ONLINE 10-HOUR SAFETY AND HEALTH CLICKSAFETY

This course is extremely well done and, when completed, you will receive your OSHA 10-Hour card. This course is available for MCA of Chicago members only and provided through a Partnership with ClickSafety.

OSHA ONLINE 30-HOUR SAFETY AND HEALTH

It's hard to set aside 30 hours to get your OSHA card. Now you can do it conveniently through this online offering! When completed, you will receive your OSHA 30-Hour card from the Department of Labor. This course is available for MCA of Chicago members only and provided through a partnership with ClickSafety.

SALES & SERVICE

CHANGE ORDER BOOTCAMP

APRIL 6 | 8:00 AM - 3:00 PM

Instructor: Troy Aichele

[CEI CLASSROOM](#)

Best practices and lessons learned in identifying, notifying, pricing, and selling strategies for construction change orders.

CONSULTATIVE SELLING SKILLS

MAY 5 | 8:00 AM - 3:00 PM

Instructor: Gary Polain

[CEI CLASSROOM](#)

The CSS program has been specifically designed to engage participants in real-life skills practice. Thus, a lot of agenda time is dedicated to the Skills-Practice activity, together with a facilitated balance of the core consultative concepts. Most of the first half-day is walking participants through the required consultative behaviors. Focus on understanding Client Problems & Needs, and the critical differences of the Four Question Types are reinforced by the use of Transcripts, Tape Scripts, and Case Studies prepared from the information gathered during the pre-program interviews and research. Small group discussion is also incorporated at regular intervals. By the end of the program, all participants will have a thorough understanding of core terminologies and the reason why consultative behaviors have proven very successful in complex professional services selling. The overall content is framed around the five basic phases of the Consultative Sales process – Planning, Opening, Investigating, Demonstrating Ability, and Closing/Agreeing. The primary focus of the skills-based training program is centered on the Investigating phase which allows participants to effectively practice asking the right questions at the right time during the critical interview process.



TROY AICHELE worked in every facet as a Commercial Mechanical Contractor for 30 years on projects ranging from High Rise Office and Apartment buildings, Hotels, Hospitals, Schools, and Casinos under plan and specification, negotiated, design-build and design-assist delivery methods as a Prime, Second Tier, or Joint Venture contractor for new, remodel, and mechanical system upgrade projects. Through Aichele and Associates, LLC, Troy teaches mechanical construction workshops nationally, Instructor Training Development, and creates internal company training programs.



DAVE ASHCRAFT specializes in the training area of financial management. His expertise is taking normally tortuous subject matter and converting the content to be educational, engaging, and entertaining. He custom designs and delivers training and keynote speeches for business networks, associations, and banks. Ashcraft has been a highly-rated faculty member at the Graduate School of Banking Colorado, Southwestern Graduate School of Banking, and Graduate School of Banking LSU. He received his BA from Washington State University and is a graduate of Pacific Coast Banking School, where he later served as an associate director.



NANCY BANDY is Managing Director of TRANSITIONS Consulting Group. She is an accomplished professional with more than 20 years of corporate training and organizational design experience. In addition, Bandy is a popular and highly acclaimed instructor for MSCA, having taught at numerous conferences, local service seminar programs, and the MSCA Selling Skills Training Program for the HVACR industry.



GINNIE FLORADAY has been consulting and teaching in the computer field for over two decades and has been working with MCA of Chicago for the past several years. Her two primary areas of expertise include corporate training in the Microsoft Office Suite and database development in Microsoft Access. She conducts both group and one-on-one training on-site for her clients. She has developed several hundred custom Microsoft Access database applications. Upon delivery of the application, her custom training includes instruction on how to design queries and additional reports.



DAN KREKEL has been with the 597 pipefitters since 2002. He holds a B.S. in Psychology for Illinois State University and an M.S. in Occupational Health and Safety from Eastern Kentucky University. Krekel currently works as an operations manager at Autumn Construction, a position he's held since 2020. He has worked for Autumn in various roles such as estimator, PM, and safety since 2013. Krekel is also MCA's co-chair of the education committee and was a part of the MCA of Chicago Emerging Leaders from 2017 to 2021. Krekel has also worked at various shops and facilities over the years.



CHRIS PFEIFFER is an experienced safety and health professional with extensive knowledge of construction and general industry compliance requirements and best practices. Pfeiffer's primary responsibility as a Vice President is to provide resources and support to the Safety Consulting team in the field. His other duties include managing clients, delegating work projects amongst team members, and building and maintaining a book of business to ensure performance and financial team goals are achieved. Pfeiffer thoroughly enjoys reading safety-related standards, regulations, and various publications. He knows and understands the importance to ensure knowledge of the most current information is understood and maintained to better all clients. Public speaking and passing on beneficial information to those willing to learn about safety and actively participate is a passion.



GARY POLAIN works with business leaders to develop and execute a strategy and teach the management team to collaborate and work together effectively. Polain's someone who really likes to stir the pot and get people to that slightly uncomfortable place. His gift is asking the tough questions, helping to surface what the real issues are at play. His work history includes sales, training, and human engineering at Thomas Nationwide Transport, Priority Management, and The Marketing Factory. He has a deep understanding of technical construction and mechanical systems, which helped him develop a niche working with construction and mechanical engineering executives.



MIKE SALEMI has over 40 years of experience as a Local 597 pipefitter. An expert in building automation systems, he is a UA Certified Instructor, and is also STAR certified. During the course of his career, he also completed the NEBB Testing, Adjusting, and Balancing Certification and the Certified Building Commissioning, and Retro-Commissioning Professional Program.



STEVE THOMAS is not a motivational speaker. Although he is a speaker that will motivate and inspire you, that is not his ultimate priority. Instead, Thomas will challenge you to look at things with a new perspective and help you understand why being intentional in what you say and do, especially in your team, will bring higher productivity and an all-around better environment. He is a popular speaker throughout the industry.



DR. BLAKE WENTZ has a Bachelor's degree in Finance, a Master's degree in Engineering from the University of Nebraska, and a Ph.D. from Indiana State University. He owned and operated his family's mechanical contracting business, Wentz Plumbing, and Heating, in Lincoln, NE for five years before becoming a college professor. He was a professor at the Milwaukee School of Engineering for 15 years, serving as Program Director of the Construction Management Program from 2008 to 2013, and then was promoted to Department Chair of the Civil, Architectural Engineering and Construction Management Department from 2013 to 2020. Dr. Wentz was named the Dean of the College of Engineering, Computer Science and Construction Management at California State University, Chico in July 2020 and is currently serving in that role. Dr. Wentz was named National Educator of the Year for the MCAA in 2011, 2012, 2015, and 2018. Dr. Wentz was also the Owners Representative for MSOE and was in charge of the design and construction of the Dwight and Dian Diercks Computational Science Hall as well as the Grohmann Tower project. Dr. Wentz is also currently the first Vice President of the Associated Schools of Construction (ASC), an organization of over 150 different universities across the world, and will take over as International President in 2022.

MCAA EVENTS

MCAA 2022 ANNUAL CONVENTION

March 13 - March 17, 2022 | San Diego, CA

Enjoy MCAA's premier event with an abundance of educational workshops, riveting special sessions, outstanding exhibits, and social functions that never fail to amaze and delight.

2022 MSCA SALES BASECAMP

March 28 - March 29, 2022 | Linthicum Heights, Maryland

Sales Basecamp is where it begins for entry-level service sales personnel. This two-day program will prepare the recent hire with relevant skills for time management and confidently selling HVACR services.

FIELD LEADERS CONFERENCE

May 11 - May 13, 2022 | Fairport, NY

Foremen and other supervisory-level field personnel have an opportunity to understand what their employers expect and what they should be doing as leaders.



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