

Certification Application



The Design-Build Certification Board (DBCBC) administers two certifications:

Individuals holding either of the DBIA™ certification have demonstrated mastery of best practices in design-build project delivery. They have completed DBIA's core education requirements and have passed the comprehensive DBIA Certification Exam.

Credential holders who display "DBIA" after their names, come from traditional design and construction backgrounds; they are private or public sector architects, engineers, and construction professionals. Attorneys and academic practitioners, who specialize in design and construction generally and design-build specifically, may also fulfill the Associate DBIA™ or DBIA™ requirements.

➤ Assoc. DBIA™ Certification:

Geared towards the following:

- **Emerging industry professionals**, including recent graduates of design and construction schools, may hold the Associate DBIA credential while they acquire the 2 to 6 years of hands-on design-build project experience necessary to fulfill the requirements for the DBIA credential.
- **Seasoned industry professionals** including architects, engineers, general and specialty contractors who have been involved in the industry for some time, but who may be **new to design-build project delivery** and interested in gaining an understanding of best practices seek Assoc. DBIA certification and may later qualify to obtain the Design-Build™ certification.
- Other professionals critical to the **pre-award design-build team** (i.e., business development professionals, acquisition professionals, etc). These individuals seek the Assoc. DBIA™ certification as evidence of their familiarity with the entire design-build process in addition to the best practices pertaining to their areas of expertise. Recognized as design-build experts within their practice areas, these professionals often seek the Assoc. DBIA™ to show their extensive knowledge of design-build even in the absence of hands-on, post-award experience.

➤ DBIA™ Certification:

Attaining the DBIA™ requires from 2-6 years of hands-on experience of post-award design-build. In addition to demonstrated knowledge of best practices gained through completion of core courses and examination, individuals holding the DBIA™ have significant experience in the successful delivery of design-build projects.

Completion.

Incomplete applications will not be processed. Candidates will be notified of program acceptance no later than 45 business days after the completed application and all related documents are received.

Certification Nomenclature:

Successful completion of the program requirements earn individuals the right to display "DBIA" or "Assoc. DBIA" after their names, identifying them as knowledgeable and/or experienced in the design-build method.



Certification Requirements

Completion of Required Core Courses

- ✓ Fundamentals of Project Delivery
- ✓ Principles of Design-Build Project Delivery
- ✓ Design-Build Contracts and Risk Management
- ✓ Post-Award Design-Build

Additional Coursework

REQUIRED for DBIA™ Only

18 Hours of Design-Build Certification Board (DBCBC) approved elective credit – (Approved credit includes but is not limited to DBIA Annual & Specialty Conferences and Region programs)

Experience

REQUIRED for DBIA™ Only

The Designated Design-Build Professional (DBIA™) is for individuals in traditional careers (e.g., contractor, design professional, owner), alternative careers (law, insurance, etc.) and academia. In each case, one of the following experience requirements must be met:

Masters degree in a concentrated design-build university level program approved by the DBCB, and **2 years** of substantial documented direct experience in a responsible position in the design-build method;

OR

Baccalaureate degree from an accredited college or university in architecture, engineering, construction management, or DBCB approved field of study and **3 years** total of substantial, documented direct experience in a responsible position in the design-build method;

OR

For candidates not holding a degree, **6 years** total of substantial, documented direct experience in a responsible position in the design-build method.

Note: Academia may demonstrate experience through research, teaching and service

Education

DBIA™

(See Experience Requirement above)

Associate DBIA™

Baccalaureate degree in an approved field of study (construction management, engineering, architecture, etc.) from an accredited college or university **OR** a Baccalaureate degree in a non-approved field of study (business, communications, etc) **AND 3 years** experience in design and/or construction demonstrated through a functional resume. (Visit www.dbia.org/certification for listing of degrees)

For candidates not holding a degree, 6 years of design and/or construction experience demonstrated through a functional resume.

Examination

(Candidates are eligible to sit only after application approval and completion of CORE courses)

- ✓ Successful Completion of the Design-Build Certification Examination.
- ✓ \$400 sitting fee

References

REQUIRED for DBIA™ Only

Three professional references attesting to your design-build experience and knowledge. One must be an owner/client reference involved on one of the projects included in project experience list.

Visit www.dbia.org/certification for details on submitting references.

Please Select One:

I am applying for:

Associate DBIA™ - Fee \$95
(Emerging industry professional, seasoned industry professionals (new to design-build) or pre-award design-build professionals)

DBIA™ - Fee \$150
(Traditional-contractor, design professional, owner and alternate career (law, insurance, other) and academia)

Section A : Personal Information

Name _____ Professional Certification _____
(P.E., AIA, Etc.)

Title _____

Company _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

E-mail Address _____

Section B

EDUCATION (*NOTE: Fields of study subject to board approval (refer to Experience Requirement)

1. College/University _____

Field of Study _____ Degree Earned _____ Year _____

2. College/University _____

Field of Study _____ Degree Earned _____ Year _____

NO DEGREE

- DBIA™ Candidates- 6 years of design-build experience required
- Associate DBIA™ Candidates- 6 years of design and/or construction experience demonstrated through functional resume

Section C : Employment History

*Please list most recent employment first

Company Name _____

Position(s) _____

Dates of Employment _____

Company Name _____

Position(s) _____

Dates of Employment _____

Company Name _____

Position(s) _____

Dates of Employment _____

Section D

EXPERIENCE

REQUIRED for DBIA™ Only

CANDIDATES MUST VERIFY REQUIRED YEARS OF SUBSTANTIAL, DOCUMENTED DIRECT PROJECT EXPERIENCE IN A HANDS-ON RESPONSIBLE POSITION IN THE DESIGN-BUILD METHOD.

Please Select One:

- D1** Traditional Career (Contractor, Design Professional, Owner)
Page 5-8 Alternative Career (e.g. Law, Finance, Insurance, Other)

- D2** Academia (Candidates must verify experience through research, teaching and service)
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Please Select One:

- Masters degree in a concentrated design-build university level program approved by the DBCB, and **2 years** of documented direct experience in a hands-on, responsible position using the design-build delivery method;
- Baccalaureate degree from an accredited college or university in architecture, engineering, construction management, or DBCB approved field of study and **3 years** total of substantial, documented direct experience in a hands-on, responsible position using the design-build delivery method;
- For candidates not holding a degree in an approved field of study, **6 years** total of substantial, documented direct experience in a hands-on, responsible position using the design-build delivery method.

Total years of **design-build** experience:

*1. Please provide three project examples for projects that were completed or are under construction . At a minimum, **67%** of the duration of experience must be for projects with design-build contracts and the third project may be another form of integrated project delivery project such as CM at Risk (or CM with Pre-construction services).*

2. Please be as specific and as detailed as possible regarding the role that you played during the design-build process as well as the actual time that you spent involved in the project during the entire project duration. If the project duration was 24 months but you were only involved for 3 months, please clearly state so or if you were only involved for two days out of each month, please state that as well.

3. If the Board Reviewers determine the candidate does not meet the experience requirements of the DBIA Certification, they may, at their discretion, approve the candidate for an Associate DBIA Certification.

Please describe:

Type of Project Design-Build CM-at-Risk Other (e.g., IPD, ECI, Lease/Lease back, etc.)

1. Project Name _____

Project Location _____

Design-Build Team (*list companies involved*) _____

Owner _____

Start and Completion Dates/Personal Duration on Project _____

These dates must reflect **your actual time on the project**. If the project duration was one (1) year, however, your involvement in a responsible position was 3 months, include the latter in your write-up and experience time.

Your role:

Describe your role relative to integrated design and construction. Explain your substantial, direct hands-on experience on the projects listed; **NOT LIMITED TO TITLES ONLY**. Include how your role involved integrated team involvement on each project.

NOTE: DBCB reserves the right to utilize telephone interviews as needed to verify and clarify experience requirement

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Type of Project Design-Build CM-at-Risk Other (e.g., IPD, ECI, Lease/Lease back, etc.)

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NOTE: DBCB reserves the right to utilize telephone interviews as needed to verify and clarify experience requirement

ACADEMIA EXPERIENCE

REQUIRED for DBIA™ Only

Please verify the following and provide supporting documentation as a separate attachment:

- Evidence of active research in D-B project delivery such as peer-reviewed published work on the topic of integrated delivery or supporting skills such as conceptual estimating, etc. Work must have been published within the past 3 years.
- Evidence of active teaching of at least one university-level course where a minimum of 50% syllabus is devoted to project delivery lessons.
- Hold a doctoral degree recognized as the terminal degree for your field by your university
- Have attained the rank of tenured Associate Professor.

***References may include evidence of active services in the area of integrated delivery via involvement in local or national organizations engaged in advancing integrated project delivery.
Complete Section E.***

Section E

PROFESSIONAL REFERENCES

REQUIRED for DBIA™ Only

Please list the names of three professional references. Please provide this link www.dbia.org/certification/references to your references for completion and submittal on your behalf to DBIA. (Application MUST include at least one client and/or owner involved with one of the projects listed in Section D.)

Academia (owner refernce is optional) - References may include evidence of active services in the area of integrated delivery via involvement in local or national organizations engaged in advancing integrated project delivery.

Name _____ Title _____

Company _____

City _____ State _____

Practitioner Owner Related Organization

Name _____ Title _____

Company _____

City _____ State _____

Practitioner Owner Related Organization

Name _____ Title _____

Company _____

City _____ State _____

Practitioner Owner Related Organization

Section F

COURSEWORK

REQUIRED for BOTH Credentials

Please provide the dates and locations of your completed coursework below.

Core Courses	Course Date	City/State
DBIA—Fundamentals of Project Delivery		
DBIA—Principles of Design-Build Project Delivery		
DBIA—Design-Build Contracts and Risk Management		
DBIA— Post-Award Design-Build		

Section G

ELECTIVE HOURS

REQUIRED for DBIA™ Only

18 Contact Hours Required (Courses, Seminars, Conferences)

Program Title	Date	Provider	# Contact Hours
<i>For Example - DBIA 2010 Design-Build Conference & Expo</i>	<i>10/18-20/2010</i>	<i>DBIA</i>	<i>16.25</i>
<i>For Example- Certification Exam Prep Course</i>	<i>1/2/2011</i>	<i>DBIA</i>	<i>6</i>

Signature and Payment

By signing this application, I testify that all of the statements made on this document and on subsequent support documentation are truthful to the best of my knowledge. I understand that completion of this application and submission of the required fee do not guarantee acceptance as a DBIA™ or Assoc. DBIA™. If granted the endorsed DBIA™ or Assoc. DBIA™, I understand that this certification is subject to the rules and guidelines, including renewal of the certification program and can be revoked by decision of the Design-Build Certification Board. If granted the certification, I further accept license of the proper use of the acronym DBIA™ or Associate DBIA™ after my name and/or professional certification.

Signature Date

By typing your name in the box provided you hereby confirm that you are the applicant listed on this application .

Application Payment Method (check method of payment)

1. Check *(made payable to DBIA)*

Assoc. DBIA™ Certification Application Fee: \$95.00

DBIA™ Certification Application Fee: \$150.00

Attending Certification Workshop/University Bootcamp No Fee

(Application and Examination Fee covered as part of registration cost)

2. Credit Card *(select type of credit card)*

Visa

MasterCard

AmEx

Card # _____

VCode) _____

3- digit code located on back of credit card

Expiration Date _____ Total Amount to be Paid/Charged \$ _____

Signature Date

By typing your name in the box above, you hereby confirm that you are the individual listed on this application and that you approve of this charge to your account.

Please save this application using the "Save As" function with your FULL NAME as the file name, then submit this application electronically by email to Certification@DBIA.org or print and send complete & signed form in duplicate to:

DBIA Attn: Certification 1331 Pennsylvania Ave., NW, 4th Floor Washington, DC 20004 Fax: 202-682-5877