

# **Utility Managers Suggested Reference List**

Only the reference materials listed on this document may be used during the examination. No other reference materials will be allowed. Some of the test questions will be based on field experience and knowledge of trade practices; therefore, questions will not be limited to the reference materials listed below. Candidates may bring as many or as few of the references listed as desired.

1. *Contractors Guide to Business, Law, and Project Management - Georgia Construction Industry Licensing Board*, 4<sup>th</sup> edition, National Association of State Contractors Licensing Agencies, 23309 North 17<sup>th</sup> Drive, Building 1, Unit 110, Phoenix, AZ 85027, (623) 587-9354. Order at [www.NASCLA.Org](http://www.NASCLA.Org).
2. *Walker's Building Estimator's Reference Book* 2015, 30<sup>th</sup> edition, W.H. Spradlin (Ed.), Frank R. Walker, Co., Publishers, P.O. Box 3180, Lisle, IL 60532, (630) 971-8989, 1-(800) 458-3737.
3. *Code of Federal Regulations* Title 29, Part 1926 (OSHA), 2016, U.S. Government Bookstore Online at: <http://bookstore.gpo.gov> .
4. *Employer's Tax Guide, Circular E*, 2016 or 2017 (2017 edition will become available January 2017) contact local IRS Office, or go to the following website: [www.irs.gov/pub/irs-pdf/p15.pdf](http://www.irs.gov/pub/irs-pdf/p15.pdf).
5. *Installation Guide for Ductile Iron Pipe*, revised May 2015, Ductile Iron Pipe Research Association, 245 Riverchase Parkway East, Suite O, Birmingham, AL 35244, (205) 988-9870.
6. *Placing Reinforcing Bars: Recommended Practices*, 2011, 9<sup>th</sup> edition, CRSI Distribution Center, P.O. Box 6996, Alpharetta, GA 30239-6996, (800) 328-6306.
7. *Standard Specifications: Construction of Roads and Bridges*, 2013, Department of Transportation, State of Georgia, 600 West Peachtree St. NW, Atlanta, GA 30308, (404) 631-1644.
8. *Manual for Erosion and Sediment Control in Georgia, 2014, 6<sup>th</sup> edition, Georgia Soil and Water Conservation Commission, P.O. Box 8024, Athens, GA 30603, (706) 542-3065*  
<http://gaswcc.georgia.gov/manual-erosion-and-sediment-control-georgia>

**NOTICE TO CANDIDATES: Please be aware that you are allowed to bring to the exam ONLY the references listed above. You are NOT to bring in other photocopied materials or handwritten notes, even if they are pasted in the reference book. References may be highlighted, underlined or tabbed with permanent tabs. Any additional materials will be removed from your reference and confiscated and the candidate may be removed from the examination.**

This reference list will be applicable to examinations administered through December 31, 2017. If you plan to take the examination after December 31, 2017 you may obtain an updated reference list from the Board's website at [www.sos.state.ga.us](http://www.sos.state.ga.us) or from the board office. Because references are not always available when requested, and obtaining them may take some time, IT IS TO YOUR ADVANTAGE TO ORDER THEM WELL AHEAD OF THE EXAMINATION.

Effective Date 01-01-2017 through 12-31-2017

**STATE CONSTRUCTION INDUSTRY LICENSING BOARD  
Examination Reference Sources**

In addition to the sources given on the reference list, reference books may be obtained from the bookstores listed below.

This list of sources is to assist the applicant. The listings are made at the request of the bookstores and should not be considered as a recommendation by the board.

Southern Engineer's Bookstore  
1011 South Marietta Parkway  
Suite 2  
Marietta, GA 30060  
(770) 499-8434  
Fax: (770) 499-8435  
[www.sebookstore.com](http://www.sebookstore.com)

Tom Henry's Electrical Bookstore  
7449 Citrus Ave  
Winter Park, FL 32792  
(800) 642-2633

DeKalb Bookstore, Inc.  
431 N. Indian Creek Dr.  
Clarkston, GA 30021  
(404) 294-8635

Contractors Bookstore Inc.  
2424 North Congress Avenue  
West Palm Beach, FL.33406  
(800) 277-8877  
(954) 963-5444  
[www.contractorexamschool.com](http://www.contractorexamschool.com)

Construction Book Express  
90 Plant Avenue, Suite 3  
Hauppauge, NY 11788-381  
(800) 253-0541

Builders Book Depot  
1033 E. Jefferson #500  
Phoenix, AZ 85034-2255  
Phone: (800) 284-3434  
Fax: (602) 258-8808  
[www.buildersbookdepot.com](http://www.buildersbookdepot.com)

GPTA, Inc.  
Code Books  
PO Box 555  
Manchester, GA 31816  
(866) 712-1992  
[www.gpta.net](http://www.gpta.net)

Barnes & Nobles @ Georgia Tech  
Campus Bookstore  
48 Fifth Street NW, Technology Square  
Atlanta, GA. 30308-0453  
(404) 894-2515  
(800) 448-5458  
Fax: (404) 894-2530  
[www.gatech.edu](http://www.gatech.edu)

AAA Construction School, Inc.  
7402 Atlantic Blvd., Suite 3  
Jacksonville, FL 32211  
(800) 741-7277  
Fax: (904) 722-8472

American Contractors Bookstore  
5000 Linbar Drive  
Suite 250  
Nashville, TN. 37211  
(800) 992-1910  
[www.examprep.org](http://www.examprep.org)