

## Critical Issues On The Agenda

8:30 a.m. - 8:55 a.m.

- I. Overview**
- How People (Particularly Adults) Learn
  - Why Are We Here?
  - What Is This DBSKCV® Method?
  - What Is Construction Management (CM)?
  - Why Is Construction And Construction Management Important?
  - Project Planning And Management
  - Summary Of The DBSKCV® Method
    - Define The Scope Of Work (This Includes The Design Phase)
    - Budget: Identify How Much The Project Will Cost The Contractor And Owner
    - Schedule When The Construction Will Happen (And Share This Information)
    - Contract: Who Is Doing What? Everyone Should Know What To Expect
    - Coordinate The Construction
    - Verify, Document And Communicate That Everyone Is Doing What They Should
  - Ten Questions Every Construction Manager Should Be Able To Answer
  - Closing Remarks

8:55 a.m. - 9:45 a.m.

- II. Define**
- Feasibility
  - Design Development
  - Pre-Construction
  - Construction
  - Post-Construction
  - Case Study: Defining Our Project

9:45 a.m. - 10:35 a.m.

- III. Budget**
- Budgets vs. Estimates
  - The Importance Of Budget Maintenance
  - Overview Of Estimating
  - Schedule Of Values
  - Budget Maintenance
  - Case Study: Estimating
  - Case Study: Creating And Maintaining The Budget For Our Project

10:35 a.m. - 10:45 a.m.

**Break**

10:45 a.m. - 11:10 a.m.

- IV. Schedule**
- Time Is Of The Essence
  - Construction Sequencing
  - Construction Scheduling
  - List Schedule
  - Gantt/Bar
  - Critical Path Method
  - Case Study: Scheduling Our Project

11:10 a.m. - 12:10 p.m.

- V. Contract (K)**
- Overview Of The Importance Of Contracts
  - Contract Law Basics

- Contract Components
- Home Improvement Contracts
- Prime Contracts
- Subcontracts
- Change Orders
- Negotiation
- Indemnity
- Case Study: Building Contract Documents

12:10 p.m. - 1:10 p.m.

**Lunch (On Your Own)**

1:10 p.m. - 2:00 p.m.

- VI. Coordinate**
- Planning
  - Communication And Contact Management
  - Time And Task Management For Construction Professionals
  - Meeting Management And Delegation
  - Daily Log
  - Project Filing System
  - Case Study: Coordinating Our Project

2:00 p.m. - 2:50 p.m.

- VII. Verify**
- Inspection
  - Tracking Costs
  - Maintaining Budgets
  - Billing Fixed Price Contracts
  - Billing Time And Material Projects
  - Case Study: Verifying Our Project Is Proceeding As Planned

2:50 p.m. - 3:00 p.m.

**Break**

3:00 p.m. - 3:50 p.m.

- VIII. Risk Management**
- Contracts
    - The Governing Terms
    - General Rules For Ambiguous Contracts
  - Insurance
    - Types Of Insurance
    - Self Insurance vs. No Insurance
    - Indemnification, Additional Insured, Subrogation And Waiver
  - Risk Management
    - What Risks?
    - Covering The Risks
  - Case Study: Managing The Risks On Our Sample Project

3:50 p.m. - 4:20 p.m.

- IX. Case Studies**
- Our Simplified Case Study: DBSKCV® One-Page Summary
  - New Residential Construction
  - New Commercial Construction

4:20 p.m. - 4:30 p.m.

- X. Wrap-Up**
- Project Objective
  - Service Through Structure
  - Systems Perspective
  - Kindness And Strength
  - Homework

*Lorman Education Services reserves the right to modify the agenda and the faculty when circumstances are beyond our control.*

## The Benefits For You

This seminar is for anyone who needs to plan and execute construction or large-scale property maintenance projects. If you are involved in construction, financing, owning, improving, maintaining or managing real property, you need to understand the process and flow of construction projects and associated documentation. From conception or identification of need, through project completion or commissioning, the process of construction, improvement and maintenance is complex: Without a management method, it can get out of control.

We will demonstrate a process designed to guide you through the complexity of planning and purchasing construction services, helping you avoid the most common pitfalls that cause project shortcomings, defects, delays, cost over-runs, legal disputes and headaches.

Legal risks, administrative issues, skyrocketing workers' compensation costs, increasing fees and taxation, and complicated insurance issues are only a few of the reasons why construction costs are higher today than ever before. Saving even a small percentage of project costs, managing risk and operating professionally are reasons enough to get a system in place for the professional management of your construction project.

### Seminar highlights:

- The increasingly risky world of construction
- A method for keeping a big-picture perspective of a construction project
- How to break down the project into a logical structure
- How to define the project on paper
- How to coordinate and manage the many moving parts of construction projects
- How to verify and document that the project is moving toward the objective

### Learning objectives:


- The attendee will be able to discuss the importance and tactics for developing and managing the budget.
- The attendee will be able to explain the importance of the schedule and how to generate one.
- The attendee will be able to review a philosophy and strategy for creating contracts that keep people accountable.

## Continuing Education Credit

*Please remember to bring your license number, ID or other necessary information to the seminar. This will ensure timely reporting of continuing education credit.*


This seminar has been approved by the Construction Specifications Institute for 0.65 hours of continuing education credit.


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CPE Credit: Maximum Credit Hours: 8.0 each session (based on a 50 minute credit hour). Field of Study: Specialized Knowledge and Applications. Prerequisite: None. Level of Knowledge: Intermediate. Teaching Method: Seminar/Lecture. Advance Preparation: None. Please refer to the information in this brochure for outline, course content and objectives. Upon completion of this course, you will receive a certificate of attendance. Final approval of a course for CPE credit belongs with each state's regulatory board.

## Our Distinguished Faculty

**Peter D. Fowler**

Peter D. Fowler is active as a California general contractor, certified professional cost estimator, certified inspector, construction consultant, and author and speaker regarding construction topics. Focusing on construction projects and buildings suffering distress, Mr. Fowler has analyzed damage, performed testing, specified and overseen repairs, performed repairs as a contractor and testified on a variety of construction issues.

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## General Information

Portland, OR • March 28, 2006

Fifth Avenue Suites Hotel • 506 Southwest Washington Street  
 Registration: 8:00 a.m. - 8:30 a.m. • Session: 8:30 a.m. - 4:30 p.m.  
 Lunch Break: 12:10 p.m. - 1:10 p.m. (On Your Own)

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**FACULTY:** Todd M. Grewe, Darien S. Loisel, Schwabe Williamson & Wyatt, P.C.; Gregory Mockford, Pinnell-Busch, Inc.; Kevin Spellman, Kevin Spellman Consulting, Inc. ©2005. 200 pages.

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**FACULTY:** Roger L. Brown and Perry Smith both of R Brown Consulting Group LLC and Daniel L. Duyck and Darien S. Loisel both of Schwabe, Williamson & Wyatt, P.C. ©2005. 142 pages.

ITEM: 349034MAN MANUAL ONLY \$89

## Managing Construction Projects In Oregon • Portland, OR • March 28, 2006



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