

Agenda

Presented by Tom Skibinski

Elements of Project Management

- The engineering project evolution process
- The project management process
- Project manager's skills and responsibilities
- Importance of communication/communication skills
- Project team development and effectiveness

Project Procurement and Proposal Development

- Project procurement
- Identification and selection of engineering projects
- Proposal development
- Scope of engineering services
- Fee strategies

Project Management

- Project delivery systems (include IPD, 3P, etc.)
- Scope management
- Work breakdown structure (WBS)
- Budgeting/cost management
- Scheduling/time management
- Resource management
- Quality management
- Risk management
- Construction safety – safety by design

Project Commissioning, Start-up and Closure

- Receive/install owner-provided equipment, material, etc.
- On-site system testing
- Training
- Project closure and termination
- Transfer of drawings, computer model, technical data, O&M manuals

Questions

Project Management for Engineers and Managers
Harrisburg, PA - Thursday, August 23, 2018

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PO Box 278
Altoona, WI 54720-0278



Learning Objectives

You'll be able to:

Understand the project management process and identify important project manager skills and responsibilities.

Explore project delivery systems and manage project scope.

Discuss work breakdown structure, budgeting and time management.

Manage risk and promote safety.

Manage project commissioning, start-up and closure.



Project Management for Engineers and Managers

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Discuss the project management process

Identify project manager skills and responsibilities

Examine project delivery systems

Explore budgeting and cost management

Discuss resource management

Learn about work breakdown structure and scheduling

Continuing Education Credits

This seminar provides 6.5 PDHs to professional engineers.



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Faculty

Thomas J. Skibinski, PE
Principal, Skibinski Associates
Lecturer - Construction Engineering Management, Department of Civil & Environmental Engineering – Penn State, University Park

Mr. Skibinski is president/CEO of Skibinski Associates, a consulting engineering firm located in State College, Pennsylvania. He has more than 35 years of experience in the consulting engineering and A/E professions. His broad background includes project management, design and construction administration of private and public-sector projects. These projects include land development (residential/commercial/industrial/institutional), master planning, roadway and bridge design, transportation planning, utility infrastructure, stormwater management, buildings and engineered systems, LEED/sustainable design, and wastewater treatment and collection. His expertise is well suited towards complex/multi-faceted projects with critical time frames. He has extensive experience with contract documents, contract administration, regulatory agencies, approval acquisition, project financing/budgeting and fund procurement.

Mr. Skibinski was recently admitted to the American Arbitration Association’s Roster of Neutrals to serve as a construction arbitrator on construction and design disputes.

Mr. Skibinski is also on the faculty of Penn State’s Department of Civil & Environmental Engineering. He teaches undergraduate courses in construction management, construction engineering, project delivery systems, professional practice, ethics, engineering economy, and a graduate course in civil engineering project management.

Mr. Skibinski is a licensed professional engineer in Pennsylvania and New Jersey, and a professional planner in New Jersey. He holds a BS degree in Civil Engineering from Penn State and an MBA degree from the University of Scranton. He is a member of the American Arbitration Association (AAA), the American Society of Civil Engineers (ASCE), the National Society of Professional Engineers (NSPE), the Pennsylvania Society of Professional Engineers (PSPE), and the American Society of Engineering Educators (ASEE).

Here’s what past attendees had to say about the program and presenter Thomas Skibinski:

- “Excellent course.” – *Metallurgical Engineer*
- “I have attended a number of your seminars, Tom is at the top of the presenters.” – *Civil Engineer*
- “Speaker was knowledgeable, well-spoken, enjoyable to listen to, and his expertise came through.” – *Civil Engineer*

Seminar Information

Red Lion Harrisburg Hershey
4751 Lindle Road
Harrisburg, PA 17111
(717) 939-7841

Registration
8:00 - 8:30 am
Morning Session
8:30 - 11:45 am
Lunch (on your own)
11:45 am - 12:45 pm
Afternoon Session
12:45 - 4:30 pm

Tuition
\$279 for individual registration
\$259 for three or more registrations.

Each registration includes a complimentary continental breakfast and printed seminar manual.

Receive a reduced tuition rate of \$101 by registering to be our on-site coordinator for the day. For availability and job description, please visit www.halfmoonseminars.org.

- How to Register**
- Visit us online at www.halfmoonseminars.org
 - Mail-in or fax the attached form to 715-835-6066
 - Call customer service at 715-835-5900

Continuing Education Credit Information

This seminar is open to the public and provides 6.5 PDHs to professional engineers in all states. Educators and courses are not subject to pre-approval in Pennsylvania.

HalfMoon Education is an approved continuing education sponsor for engineers in Florida, Indiana, Maryland, New Jersey (Approval No. 24GP00000700), New York (NYSED Sponsor No. 35), North Carolina, and North Dakota.

Attendance will be monitored and attendance certificates will be available after the seminar for most individuals who complete the entire event. Attendance certificates not available at the seminar will be mailed to participants within fifteen business days.

Cancellations: Cancel at least 48 hours before the start of the seminar, and receive a full tuition refund, minus a \$39 service charge for each registrant. Cancellations within 48 hours will receive a credit toward another seminar or the CD/manual package. You may also send another person to take your place.

Additional Learning

Webinar Series

Septic Systems Series

- **Onsite Wastewater Treatment Technologies, Regulations and Contaminant Removal**
Thurs., July 19, 2018, 11:00 AM - 12:30 PM CDT
- **Evaluating Sites, Setting Treatment Goals and System Design**
Thurs., July 19, 2018, 1:00 - 2:30 PM CDT
- **Alternative and Sustainable Treatment Technologies**
Fri., July 20, 2018, 11:00 AM - 12:30 PM CDT
- **Management Programs for Onsite Wastewater Treatment Systems**
Fri., July 20, 2018, 1:00 - 2:30 PM CDT

Retaining Walls and Slope Stabilization

- **Retaining Wall Basics**
Thurs., July 26, 2018, 11:00 AM - 12:00 PM CDT
- **Geosynthetics and Retaining Walls**
Thurs., July 26, 2018, 12:30 - 3:00 PM CDT
- **Slope Stability and Geosynthetics**
Fri., July 27, 2018, 11:00 AM - 12:30 PM CDT
- **Slope and Retaining Wall Failures, Fixes and Prevention**
Fri., July 27, 2018, 1:00 - 3:00 PM CDT

National Electrical Code

- **National Electrical Code, Part I**
Tues., July 24, 2018, 11:00 AM - 3:30 PM CDT
- **National Electrical Code, Part II**
Weds., July 25, 2018, 11:00 AM - 3:30 PM CDT
- **National Electrical Code, Part III**
Thurs., July 26, 2018, 11:00 AM - 3:30 PM CDT

The Distributed Battery Webinar Series

- **The Distributed Battery Webinar, Part I**
Wed., Aug. 1, 2018, 11:00 AM - 2:15 PM CDT
- **The Distributed Battery Webinar, Part II**
Thurs., Aug. 2, 2018, 11:00 AM - 2:15 PM CDT

For more information visit:
www.halfmoonseminars.org/webinars/

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An audio recording of this seminar is available for \$289 (including shipping). Allow five weeks from the seminar date for delivery. Please refer to specific state licensing rules or certification requirements to determine if this learning method is eligible for continuing education credit.

Registration

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Complete the entire form. Attach duplicates if necessary.		
		Email address is required for credit card receipt, program changes, and notification of upcoming seminars and products. Your email will not be sold or transferred.
		() I need special accommodations. Please contact me.

Tuition

- () **I will be attending the live seminar.** Single Registrant - **\$279.00**. Three or more registrants from the same company registering at the same time - **\$259.00** each.
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