

Agenda

Presented by
Tony Mayfield and Adedeji Badiru

Overview of Project Delivery Systems, Phases and Documentation

- Project delivery systems
- Project phases
- Managing the design effort
- Project documentation
- Project impacts

Overview of Contracting and Bidding

- Basic contract principles
- Contract formation
- Bid document review
- Key contract provisions
- Dispute resolution

Estimating Principles

- Mechanics of estimating
- Design phase estimates
- The estimating role in the development of bid documents
- Using estimating to control costs
- Risk assessment and its role in developing project contingency

Scheduling – Start to Finish

- Preconstruction scheduling
- Baseline schedule preparation
- Scheduling monitoring and updating
- Evaluating project impacts

Construction Phase

- Managing equipment and materials
- Managing labor and safety
- Change orders and constructive changes
- Handling delays and disputes
- Schedule of values, pay applications

Project Close-Out and Turn-Over

- System testing and commissioning
- Final inspection
- Guarantees and warranties
- Turn over of drawings, technical information and user manual

Managing Construction Projects
Knoxville, TN - Tuesday, August 28, 2018

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Learning Objectives

You'll be able to:

Review basic contract principles, and learn about forming contracts, making contract changes and resolving disputes.

Discuss the role of estimating in the bidding process and explore its use to control costs during construction.

Reduce costs and minimize delays by starting scheduling during the preconstruction process, and by monitoring and updating the schedule during construction.

Examine change orders and constructive changes.

Understand requirements for project close-out and turnover.



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Review project delivery systems

Explore the role of estimating during design and as a method to control costs during construction

Examine key contract provisions and review bid documents

Discuss management challenges in all construction phases

Learn techniques for managing labor and safety

Get tips on system testing and commissioning

Continuing Education Credits

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7.0 AIA HSW Learning Units

Contractors

Non-Credit Continuing Ed.



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Faculty

Tony Mayfield
Senior Consultant at On-Target Innovations, LLC, in Knoxville
Mr. Mayfield is a senior consultant at On-Target Innovations, LLC, a Tennessee based-technology and engineering consulting firm. He has over 30 years of experience in project management, cost controls, information systems, process analysis, process re-engineering and training with both commercial and government organizations. Mr. Mayfield has an undergraduate degree in Engineering, a master’s degree in Information Systems and is working on his doctorate in Information Systems. He is an expert in designing, installing and troubleshooting high-end systems and networks. He is a program manager who has been utilized in a myriad of scenarios and projects as project manager, site lead and SME – whatever is needed to propel a project forward. Mr. Mayfield utilizes proven project management techniques and strategies to provide solid, consistent oversight for both simple and complex projects. These endeavors have involved working with numerous, domestic and multi-national companies. An accomplished professional speaker, trainer and consultant in project management, computer systems architecture, process

improvement, and installations, Mr. Mayfield has provided oversight, coordination and leadership in the development of contracts, documentation of scope of work, resolution of project-related issues and stakeholder communications while utilizing best management practices. He has led teams of workers comprised of large numbers of associates with varying degrees of experience and job understanding while utilizing leadership and teaming skills to propel the groups to achieve success. Finally, Mr. Mayfield is a seasoned consultant skilled in mentoring management and staff on the correct use and implementation of solid management principles.

Adedeji Badiru
Professor at Airforce Institute of Technology
Dr. Badiru is a professor of Systems Engineering at the Airforce Institute of Technology (AFIT). He was previously professor and head of systems engineering and management at AFIT, professor and department head of Industrial & Information Engineering at the University of Tennessee - Knoxville, and professor of industrial engineering at the University of Oklahoma, Norman. He is a registered professional engineer

(PE), a certified project management professional (PMP), a fellow of the Institute of Industrial & Systems Engineers, and a fellow of the Nigerian Academy of Engineering. He holds a BS degree in Industrial Engineering, an MS degree in Mathematics, an MS degree in Industrial Engineering from Tennessee Technological University, and a Ph.D. degree in Industrial Engineering from the University of Central Florida. Professor Badiru’s areas of interest include mathematical modeling, project modeling and analysis, economic analysis, systems engineering, and efficiency/productivity analysis & improvement. He is a prolific author, with over 35 books, over 30 book chapters, over 130 journal and magazine articles, and over 200 conference presentations. He is a member of several professional associations and scholastic honor societies. He has been recognized with several awards for his teaching, research, and administrative accomplishments.

Seminar Information

Hyatt Place Knoxville Downtown
530 South Gay Street
Knoxville, TN 37902
(865) 544-9977

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

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.

Continuing Education Credit Information

This seminar is open to the public and offers 7.0 continuing education hours to engineers and 7.0 HSW continuing education hours to architects in all states, except Florida architects. Educators and courses are not subject to preapproval in Tennessee.

This seminar is approved by the American Institute of Architects for 7.0 HSW Learning Units (Sponsor No. J885). Only full attendance can be reported to the AIA/CES.

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

This seminar offers a non-credit continuing education opportunity to construction contractors. It has not been approved by any state contractor licensing board for mandatory continuing education credit.

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.

Additional Learning

Webinar Series

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

Technical Writing

- **Technical Writing Basics**
Thurs., Aug. 9, 2018, 12:00 PM - 2:00 PM CDT
- **Planning Documents**
Thurs., Aug. 9, 2018, 2:30 - 4:30 PM CDT
- **Writing Documents**
Fri., Aug. 10, 2018, 12:00 PM - 2:00 PM CDT
- **Revising and Editing Documents**
Fri., Aug. 10, 2018, 2:30 - 4:30 PM CDT

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

Can’t Attend? Order the CD/Manual Package:
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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How to Register		Registrant Information
Online: www.halfmoonseminars.org		Name: _____ Company/Firm: _____ Address: _____ City: _____ State: _____ Zip _____ Occupation: _____ Email: _____ Phone: _____
Phone: 715-835-5900		
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Mail: HalfMoon Education Inc., PO Box 278, Altoona, WI 54720-0278		Additional Registrants: Name: _____ Occupation: _____ Email: _____ Phone: _____ Name: _____ Occupation: _____ Email: _____ Phone: _____
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.	
() I am not attending. Please send me the CD manual package for \$289.00 . (S&H included. Please allow five weeks from seminar date for delivery)	
Checks: Make payable to HalfMoon Education Inc.	
Credit Card: <i>Mastercard, Visa, American Express, or Discover</i>	
Credit Card Number: _____	
Expiration Date: _____	CVV2 Code: _____
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Billing Address: _____	
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