

Agenda

Presented by Thomas J. Skibinski, PE

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 evaluation
- Transfer of drawings, computer model, technical data, O&M manuals
- Questions

Can't Attend? Order the Manual and Audio from the Live Seminar as a Self-Study Package!

Audio recordings of this seminar are available for purchase starting at \$269. See registration panel for more information and please refer to specific state licensing rules or certification requirements to determine if this learning method is eligible for continuing education credit.

Project Management for Engineers and Managers

State College, PA - Thursday, October 24, 2019



HalfMoon Education Inc.
PO Box 278
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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.



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Discuss the project management process

Explore budgeting and cost management

Identify project manager skills and responsibilities

Discuss resource management

Examine project delivery systems

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, Assistant Teaching Professor - 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 possesses extensive experience with contract documents, contract administration, regulatory agencies, approval acquisition, project financing/budgeting and fund procurement.

Mr. Skibinski is a member of the American Arbitration Association and is listed on their Roster of Neutrals as a construction arbitrator for construction and design disputes.

Mr. Skibinski is also on the faculty of Penn State’s Department of Civil & Environmental Engineering at University Park. 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

Toftrees Golf Resort & Conference Center One Country Club Lane State College, PA 16803 (814) 234-8000	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
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Tuition

\$289 for individual registration

\$269 for three or more registrations.

Included with your registration: *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 self-study package. You may also send another person to take your place.

Continuing Education Credit Information

This seminar is open to the public and provides 6.5 PDHs/continuing education hours 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 (License No. CE21700059), Maryland, New Jersey (Approval No. 24GP00000700), North Carolina, and North Dakota. HalfMoon Education is deemed an approved continuing education sponsor for New York engineers.

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.

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Additional Learning

Webinar Series

Commercial Provisions of the International Energy Conservation Code

- **Commercial Provisions of the International Energy Conservation Code**
Wed., September 11, 2019, 11:00 AM - 1:00 PM CDT
- **IECC Provisions for Commercial Building Envelopes**
Wed., September 11, 2019, 1:30 - 4:00 PM CDT
- **IECC Provisions for Commercial Building HVAC Systems**
Thurs., September 12, 2019, 11:00 AM - 12:00 PM CDT
- **IECC Provisions for Commercial Building Lighting**
Thurs., September 12, 2019, 12:30 - 2:00 PM CDT

International Building Code

- **Building Code, Building Classification and Special Requirements**
Thurs., September 12, 2019, 11:00 AM - 12:30 PM CDT
- **Mixed Use Buildings, Construction Types and Locations**
Thurs., September 12, 2019, 1:00 - 2:30 PM CDT
- **Allowable Heights/Areas and Means of Egress**
Fri., September 13, 2019, 11:00 AM - 12:30 PM CDT
- **Fire Rated Construction and Fire Protection Systems**
Fri., September 13, 2019, 1:00 - 2:30 PM CDT

Tree Preservation

- **Keys for Success in Tree Preservation**
Tues., September 17, 2019, 11:00 AM - 1:00 PM CDT
- **Tree Root Morphology and Patterns**
Tues., September 17, 2019, 1:30 - 3:30 PM CDT
- **Trees as Design Elements and Construction Strategies**
Wed., September 18, 2019, 11:00 AM - 1:00 PM CDT
- **Tree Protection and Post Construction**
Wed., September 18, 2019, 1:30 - 3:30 PM CDT

Pedestrian and Bicycle Transport Planning

- **Introduction to Current Conditions and Trends in Biking and Walking**
Thurs., September 19, 2019, 11:00 AM - 12:30 PM CDT
- **Engineering and Infrastructure: Design for Walkability and Bikeability**
Thurs., September 19, 2019, 1:00 - 2:30 PM CDT
- **Developing a Walking and Biking Plan, Part I**
Fri., September 20, 2019, 11:00 AM - 12:30 PM CDT
- **Developing a Walking and Biking Plan, Part II**
Fri., September 20, 2019, 1:00 - 2:30 PM CDT

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

Registration

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How to Register		Registrant Information
Online: www.halfmoonseminars.org		Name: _____ Company/Firm: _____ Address: _____ City: _____ State: _____ Zip: _____ Occupation: _____ Email: _____ Phone: _____
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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 - \$289.00 . Three or more registrants from the same company registering at the same time - \$269.00 each.
() I am not attending. Please send me the self-study package: ☐ Downloadable MP3 Audio/PDF Manual for \$269.00 . ☐ 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.
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