

ARE YOU READY FOR BUSINESS...

IN A NEW WORLD?

# Taking Charge of the Construction Process



May 21-23, 2008  
Clarion Hotel Universal  
Orlando, FL

July 23-25, 2008  
The DoubleTree Surfcomber Hotel  
Miami Beach, FL

## The right way to manage construction delivery – from the ground up

Your construction projects are complex and high stakes endeavors.

Be confident that you are doing the right thing each step of the way. Attend this how-to workshop and you will see immediate and positive results from the techniques, methods, and approaches that you learn. Register now and spend three info-packed days learning from these talented successful construction experts:



R. Raymond Issa, Ph.D., J.D., P.E.  
Robert F. Cox, Ph.D.

A program sponsored by the  
M.E. Rinker, Sr., School of Building Construction  
University of Florida

Continuing Education Credits  
Florida CILB # 0000903 - 24 CEUs



E X E C U T I V E E D U C A T I O N



## Who should attend?

Any individual who purchases, develops, finances, manages or delivers construction services. These individuals include owners, owners' representatives, developers, facility managers, engineers, architects, auditors, lenders, lawyers, regulatory agency representatives, inspectors, entrepreneurs, investor/owners, and contractors.

## You will take home extensive information and reference materials:

The course manual will provide a reference guide to the Construction Delivery Process. The manual provides you with the details of the seminar in a convenient format for note taking and serves as a reference guide for later use. Also, you will receive a CD-ROM version of reference manual, containing all the course materials.

## Seminar Fee: \$1850

The fee covers tuition, course binder and teaching materials, CD ROM, continental breakfasts, coffee breaks, and lunch during each day of the course. Full payment must be received by the start of the program. Enrollment is not guaranteed until full payment is received.

## Time Schedule:

Registration begins at 8:00 a.m. on the first day of the conference. Seminar begins at 8:30 a.m. and concludes at 5:00 p.m. each day. Concluding times may change based on workshop dynamics and participant's requests.

*"Gives owners and owners representatives a good insight into what contractors need to get their projects completed."*

Project Manager, Case Contracting Company

# Taking Charge of the Construction Process

**C**onstruction projects are complex and high-stakes activities. Every vendor, partner, and contractor involved in a project has their own professional biases, financial risks and incentives, information needs, and schedules. The potential for costly confusion and mistakes is extraordinarily high.

Managers responsible for building and developing facilities need a breadth of knowledge to manage the diverse perspectives in these complex undertakings.

This intensive program is for you if you are managing your first construction project, or if you want to have greater control and understanding of the projects you currently manage. This program will prepare you to make informed decisions at each stage of the construction procurement process.

This is a step-by-step, how-to course. Each key phase of a project, and the crucial task involved in each phase, will be outlined. Your faculty will show you cutting edge techniques to clarify complex issues, make sound decisions, and communicate effectively with the relevant stakeholders.

Using real world examples, you will see how to apply different analytical tools, and use spreadsheets and pre-formatted documents to understand and control a project from beginning to end. This course focuses on all aspects of concept development, site selection, vendor and materials procurement, construction stages, and final occupancy, while addressing contract law and risk management issues inherent in these areas.

When you finish this course, you will be ready to take charge of your construction process.

## Look at what you will cover in this highly interactive course:

- Making site-for-use and use-for-site decisions
- How design affects costs
- Determining the cost impact of the site
- Assessing the feasibility of the project
- Steps you can take to manage risks
- Using the best procurement method for your project
- How partnering can affect the delivery process
- How to pre-qualify designers and builders
- Using the "earned-value" approach to paying contractors and how it can help you control your costs
- How overall timing of decisions affects cost
- How to manage change during the construction process
- How to meet and beat deadlines and phase completion dates
- How to manage the delivery process



**Day One**

**The Construction Industry**

- Outlook and Trends
- Marketing
- Delivery Process
- Productivity
- Technology Integration

**Site Selection and Feasibility**

- Site Review and Analysis
- Project Feasibility Analysis
- Building Performance References
- Contract Methodologies
  - GC
  - Lump Sum
  - CM
  - CM at Risk
  - Design/Build
  - Design Build At Risk
  - Integrated Services

**Day Two**

**The Design Stage**

- Construction Cost References
- Design Coordinations
- Resource Availability and Effects on Project Cost
- Value Engineering
- Location Modifiers

**The Pre-Construction Stage**

- Conceptual Estimates
- Pre-Qualification
- Cost Relationships
- Contractor’s Line of Credit Analysis

**Risk Management**

- Insurance
- Bonds
- Liens

**Day Three**

**The Construction Stage**

- Pre-Construction Meeting Agenda
- Project Start Up
- Construction Contract Law
- Partnering
- PSWS

**Cash Management and Payments**

- Job Budget and Profit Analysis
- Analysis of Cost Variances
- Project Schedule Development
- Managing Change
- Productivity in Construction
- Earned Value Method
- Best Practices

**Project Close Out**

- Close Out Checklist
- Final Acceptance Form
- Liquidated Damages

**“A very comprehensive seminar that covers a wide variety of topics. An excellent program for me to learn the ins and outs of the ideal construction process.”**

Engineering Services Technician,  
Pinellas County



## Meet your faculty

**R. Raymond Issa, Ph.D., J.D., P.E.**, is currently Rinker professor and director of Graduate and Distance Education Programs in the M. E. Rinker, Sr. School of Building Construction, where for the past 15 years he has been teaching research methods, construction law and construction information systems courses. Raymond has authored more than 120 publications and reports and he has received recognition for excellence in both research (UF Research Foundation Professor) and teaching. Raymond has many years of experience at various levels in the construction industry, with his most recent role being that of owner's representative on commercial and academic construction projects. Raymond has been involved in training faculty in China and the Middle East and has conducted numerous workshops for construction professionals in China, Singapore, and Korea. Raymond is also active in planning and developing corporate distance education delivery systems and web-based project management and documentation systems and he has chaired many National and International Committees and Task Groups in the areas of Construction Education, Artificial Intelligence and Information Technology. Dr. Issa has served on the advisory board various construction organizations, including the National Center for Construction Education and Research and the Fluor UF Partnership.

**Robert F. Cox, Ph.D.**, is currently Department Head and Professor of Building Construction Management at Purdue University. He has taught construction management courses in estimating, cost analysis, planning and scheduling, productivity improvement, and construction project simulation in his previous position as Associate Professor and Director of Undergraduate Programs for the M. E. Rinker, Sr. School of Building Construction at the University of Florida. Prior to returning to academics, Robert served in many management roles in the construction industry. His current focus is on employee development, quality management, cost control, performance measurement, and web-based collaborative project management technology applications within construction firms. Robert is a frequent lecturer and consultant, construction expert witness, corporate trainer and developer, and provider of continuing education seminars. Robert has authored more than 50 publications and reports. He is a 3-time winner of national awards for teaching at UF and two-time recipient of the ABC John Trimmer Teaching Excellence Award. He is an inaugural member of the UF's Academy of Distinguished Teaching Scholars. Robert has served as an active member of the Associated Builders and Contractors for more than 20 years and has served on the RS Means and e-Builder Management Advisory Boards since their inception.

## The Location:

The Clarion Hotel Universal is located in Orlando's popular International Drive resort area, less than a mile from theme parks and popular entertainment.

**Mention that you are with this program to receive the special conference room rate.**

**May 21-23, 2008**

**Clarion Hotel Universal**

**7299 Universal Boulevard, Orlando, FL 32819**

**Call Toll Free: 1-800-445-7299**

**Voice (407) 351-5009 Fax (407) 352-7277**

The DoubleTree Surfcomber Hotel is located on beautiful South Beach. For your enjoyment the hotel has many amenities including an outdoor pool with Bar and Grill. The hotel sits oceanfront with direct beach access. Guests are within walking distance of shops, restaurants, and Lincoln Road, one the most attractive tourist boulevards.

**July 23-25, 2008**

**DoubleTree Surfcomber Hotel**

**1717 Collins Avenue**

**Miami Beach, FL 33139**

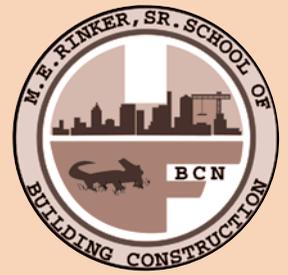
**Call Toll Free: 1-800-222-TREE**

**Voice (305) 532-7715 Fax (305) 532-7280**

FOR MORE INFORMATION ON THIS PROGRAM:

Call Dottie Beaupied, Program Coordinator

(352) 273-1181 ■ FAX (352) 846-2772 ■ [dottiel@ufl.edu](mailto:dottiel@ufl.edu)



***This program was presented at the Spring 2000 conference of the Construction Owners Association of America***

### **Rinker Executive Education University of Florida**

Rinker Executive Education at the University of Florida (**RinkerExec**) provides professional education across many diverse disciplines, emphasizing leading-edge concepts, core competition, and practices relevant for today's changing economy. Our programs are designed to deliver meaningful results. Course content and materials are meant to be practical and challenging, emphasizing relevance beyond the classroom to today's global markets.

#### **Customized in house programs**

We work with you to customize and deliver programs that build needed knowledge and skills while reflecting your organization's values and vision. We are particularly skilled at finding and aligning teachers, materials, and experiences with your specific strategic objectives. You can draw upon and integrate the broad expertise of the entire University of Florida – a feature few executive education groups can offer.

#### **Management retreats**

We enjoy collaborating with organizations and associations in designing and facilitating unique events. Whether it's an executive retreat designed to create new strategy, build a new leadership team, or work through a major issue, our professional staff and other talented facilitators are available to assist in all aspects of program planning and facilitation.

FOR ADDITIONAL INFORMATION ON OTHER **RinkerExec** SERVICES, CONTACT:

Dottie Beaupied, Program Assistant

University of Florida

RNK304 / PO Box 115703

Gainesville, Florida 32611-5703

Tel: (352) 273-1181 Fax: (352) 846-2772

E-Mail: [dottiel@ufl.edu](mailto:dottiel@ufl.edu)

# The M.E. Rinker Sr. School of Building Construction at the University of Florida

The M.E. Rinker Sr. School of Building Construction at the University of Florida is America's oldest school of building construction. It is housed within the largest College of Design, Construction and Planning in the U.S. Accredited by the American Council for Construction Education, it offers a variety of undergraduate and graduate courses. These courses are offered at the University campus, and throughout the US and overseas via the Internet. Twenty-three full-time faculty members, provide the knowledge and guidance for the School's over 600 undergraduate and 120 graduate students.

The undergraduate curriculum is divided into three fields of concentration: construction techniques, industrial and structural concepts and construction management. The advice of leading construction firms is used to continuously update the curriculum.

Internationally recognized research is conducted through four research centers: The Shimberg Center for Affordable Housing, The Center for Construction and Environment and The Fluor Program for Construction Safety.

The Rinker School has been recognized as an outstanding program by the Associated General Contractors Education and Research Foundation, and has earned a national and international reputation of quality education and research. Most recently, the school was selected from ninety-three schools, to be the host institution for the National Center for Construction Education and Research (NCCER).

## Rinker School Programs:

### In Residence

- Bachelor of Science in Building Construction
- Master of Science in Building Construction
- Ph.D. in Building Construction

### Distance Learning

- Master of International Construction Management
- Bachelor's/Master's of Fire and Emergency Services

For more information on these degree offerings, please contact the:

M.E. Rinker, Sr., School of Building Construction  
University of Florida  
P.O. Box 115703  
Gainesville, Florida 32611-5703, USA  
(352) 273 1181  
email: [raymond-issa@ufl.edu](mailto:raymond-issa@ufl.edu)  
<http://www.bcn.ufl.edu>



UNIVERSITY OF FLORIDA



EXECUTIVE EDUCATION



Rinker Executive Education  
Rinker School of Building Construction  
Rinker@xec  
Box 115703  
Gainesville, FL 32611-5703



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University of Florida

UFL

**R E G I S T R A T I O N   D E T A I L S**



**PLEASE REGISTER THE  
FOLLOWING PERSON FOR:**

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**IMPORTANT**

To expedite your registration, fill in the UFL code that  
appears in the box above the mailing address area:

**TO REGISTER:**

By Phone: Call us at: (352) 273-1181  
By Fax: Fax your completed  
enrollment form to: (352) 846-2772  
To Mail: Mail this completed  
Enrollment form to:  
**Dottie Beaupied**  
M.E.Rinker Sr., School of Building Construction  
University of Florida  
Box 115703  
Gainesville, FL 32611-5703

**PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION.  
PLEASE PHOTOCOPY FOR ADDITIONAL REGISTRANTS.**

Name \_\_\_\_\_

First Name for Badge \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_ Country \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

**SEMINAR FEE:**

**\$1850.00**

**METHOD OF PAYMENT:**

- Check (Payable to University of Florida)
- Purchase Order # \_\_\_\_\_
- Master Card    Visa    Am Ex
- Card Holder's Name \_\_\_\_\_
- Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

**CANCELLATION POLICY:** No charge for cancellations prior to 30 days of the program's starting date. Cancellations within 30 days of the beginning of a program will be charged 25 percent of program fee. Please note that if this course is cancelled for any reason, the University of Florida's liability is limited to a refund of the registration fees.

For the latest info and additional copies, please visit:  
<http://www.bcn.ufl.edu/pde/>

The University of Florida provides reasonable access for persons with disabilities to all programs, services, and activities. Please call (352) 273 1181 twenty-one days prior to the seminar date if special accommodations are required.