

# **LIVE VIRTUAL CONSTRUCTION MANAGEMENT CERTIFICATE PROGRAM—PACE University**

**NYS approved  
for continuing  
education credits**

**Dates  
September 8, 9, 10,  
15, 16, 17, 22,  
23, 24, 29, 30 and  
October 1, 2020**

**Time  
7:30 - 9:30 pm**

**Location  
Live virtual via Zoom**

**In order to receive a  
certificate of completion,  
participants MUST  
attend all sessions.**

The live virtual construction management program is structured just like the traditional instructor led training. You will still receive the same curriculum just like you receive in a traditional classroom setting. Take this class from the comfort of your home or office. Each session is recorded so students have the ability to playback those sessions.

This program sponsored by **The Port Authority of NY & NJ** will lead to a certificate in Construction Management and qualifies for continuing education hours (NYS Approval #C01420).

The objective of this program is to present & discuss the management of construction projects in the field. The coursework is designed for contractors, engineers, designers and others in the construction industry. The course covers the fundamentals of construction management which includes blueprint reading, construction cost and estimating, project scheduling & contract administration.

### **COURSE TOPICS**

**Blueprint Reading**— Overview of construction working drawings for reinforced concrete, steel, wood frame, and masonry construction, as well as some mechanical and electrical construction, including floor plans, elevations, sections, details, symbols, schedules, specifications, and abbreviations for architectural & engineering drawings.

**Estimating** — Overview of the theory, procedures and practices used to develop project estimates and the final bid price. An overview of the introduction of the different types of estimates, documents review and pit-falls, specification review, methods of quantity take-off, introduction to addenda, bulletins and change orders, how to develop unit costs will be covered including an in-class quantity takeoff from construction drawings.

**Project Scheduling** — Overview of the basic principals of modern project management, the project planning processes & knowledge areas as defined. Learn to use these processes to successfully plan and execute projects. Topics include: definition of project scope, planning and sequencing of project deliverables, creating the project schedule, cost estimation and budgeting, executing the project plan and keeping the project on track, risk identification and analysis, selecting the project manager; building the project team, managing project changes, tracking project progress and communication management, and successfully closing the project.

**Contract Administration** — Overview of a solid foundation in the areas of Contract Administration. Topics include: understanding the processes and rights and obligations of the parties, assist unit determination, representation proceedings, negotiations, contract administration, arbitration and engage in resolution of disputes, interpretation of contract language, limitations: laws, regulations and other agreements.

## **REGISTER TODAY... SPACE IS LIMITED!**

Enclosed is my check for \$ \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Firm: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

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

E-Mail: \_\_\_\_\_

Please provide your individual email, instructions on how to access the training via Zoom will be email.

**Registration fee: \$100.00 for  
Port Authority certified firms  
All others \$150.00**

***Make Checks Payable to:  
"Fund for the City of NY"***

***To register/pay online visit our website:  
[www.regional-alliance.org](http://www.regional-alliance.org)***

***Mail registration with payment to:  
Regional Alliance for Small Contractors  
P.O. Box 20094, PABT  
New York, NY 10129***

**For More Information call 212-268-2991  
Email: [pcamargo.rascny@verizon.net](mailto:pcamargo.rascny@verizon.net)  
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