

# TURNER SCHOOL OF CONSTRUCTION MANAGEMENT GREATER WASHINGTON, DC

## PROGRAM BACKGROUND

The Turner School of Construction Management for Small, Women-Owned and Minority-Owned Businesses is the oldest community outreach program in Turner's history. Initiated in 1969, the program has since become an opportunity to develop strategic business relationships with minority and women-owned firms. Today, the Turner School of Construction Management is offered in more than 30 of Turner's offices nationwide.

## THE TSCM ADVANTAGE

Attending the Turner School of Construction Management provides the following advantages:

- > Meet other MWBE's that have similar experiences
- > Develop a relationship with Turner Construction and learn how to do business with a larger general contractor
- > Develop a relationship with the partners of the Turner School
- > Enhance your managerial, technical and administrative expertise
- > Learn how to make your company more visible to larger contractors in order to be more competitive for winning subcontracts
- > Students gain access to Turner's Online University for additional courses
- > Graduates receive a Certificate of Completion which can be sent to contractors to verify that you are a qualified subcontractor
- > After graduation, Turner School participants will be invited to participate in Turner's Graduate School of Construction Management which covers more advance topics such as Building Information Modeling, LEAN and Sustainable Construction as well as more detailed insight on how to succeed as a MWBE contractor

## 2015 TSCM AT HOWARD UNIVERSITY

This year, the Turner School of Construction Management will be hosted by the DC Small Business Development Center, a collaborative initiative of Howard University, the US Small Business Administration (SBA) and the District of Columbia small business community.

**8-WEEK PROGRAM** HOWARD UNIVERSITY  
**MEETS EVERY WEDNESDAY** SCHOOL OF BUSINESS  
**COURSES RUN WEDNESDAY, 2<sup>ND</sup> FLOOR AUDITORIUM**  
**MARCH 25 - MAY 13** 2600 6TH STREET, NW  
**FROM 6:00 - 9:00 PM** WASHINGTON, DC 200059

*Free Parking Available After 5 PM*

### SUGGESTED ATTENDEE CRITERIA

- > CURRENTLY IN BUSINESS FOR AT LEAST 1 YEAR
- > CONSTRUCTION ORIENTED FIRMS
- > SMALL, WOMEN OWNED OR MINORITY OWNED BUSINESSES

To register please visit the class website  
<https://turnerschool.eventbrite.com>

**Turner**





# 2015 CLASS SCHEDULE



In an effort to promote MWBE's and expand the opportunities available to growing businesses, we have developed the following construction management training program. Each course is taught by Turner staff and select industry partners and includes such topics as field operations, accounting & banking, construction estimating, safety and sales & marketing. The program has helped attendees build networks, establish successful joint ventures to win contracts with Turner and other industry leaders and form long-term business relationships. Please see below for a list of registration requirements and a sample coursework schedule.

## 2014 CLASS SCHEDULE

- > **SETTING UP A BUSINESS & KICKOFF RECEPTION**  
 TAUGHT BY KEN JONES OF TURNER MARCH 25  
 This class covers the basic components you need to start and run a company. This includes having a business plan, an accountant, legal counsel, a bank, insurance and bonding. We will discuss the components of a business plan and characteristics you should look for when choosing professionals. Additionally, we will discuss the characteristics your company should possess so that banks will want to do business with you.
- > **BONDING & INSURANCE** APRIL 15  
 TAUGHT BY WILL DANIEL OF TURNER SURETY INSURANCE & BONDING AND JOSH ETEMADI OF CONSTRUCTION BONDS, INC.  
 This class introduces the basic concepts of insurance and bonding and the typical insurance and bonding requirements for construction projects. It also addresses the compliance issues and provides tips on how to purchase insurance and bonding and how to maintain insurance and bonding relationships.  
 SPECIAL PRESENTATION FROM TURNER'S DC SCHOOLS GROUP AT INTERMISSION
- > **LEGAL COMPLIANCE** APRIL 1  
 TAUGHT BY TIM HUGHES OF BEAN, KINNEY & KORMAN ATTORNEYS  
 This class discusses frequently asked questions, frequently encountered problems, and frequently made mistakes that entangle contractors in the morass of the law. Topics discussed will include: Contracts – Basic Structure and Terms, Time, Changes, and Claims, Trying to Get Paid, Different Types of Project Delivery (and Implications,) Insurance – What Does it Cover? and Beyond the Project – Business Risks to Consider.
- > **PROJECT SAFETY** APRIL 22  
 TAUGHT BY DENNIS SOBOTKA AND ABDON FRIEND OF TURNER  
 This class introduces the participants to the fundamentals of safety management in the construction industry. Topics include the importance of safety awareness, business-side and project-side issues, and resources such as check lists and sample safety programs.
- > **MARKETING YOUR BUSINESS**  
 TAUGHT BY KELLEY RITCHIE OF TURNER APRIL 1  
 This class presents factors to consider when branding your business. Topics include marketing materials, key aspects to proposal responses, data management, public relations and teaming with other firms on sales pursuits.
- > **PROJECT PLANNING & SCHEDULING** APRIL 22  
 TAUGHT BY PAUL DENEHY OF TURNER  
 This class first provides an overview of scheduling and why it is important. It then introduces you to the two most commonly used construction schedules: the area schedules and the look-ahead schedule. Finally, It introduces the scheduling process and reviews in detail the seven steps of the process:
  - Establish the goal
  - Identify work activities
  - Estimate Durations
  - Determine the Sequence
  - Analyze and Adjust the Schedule
  - Communicate with the Schedule
  - Measure and Update the Schedule
- > **PROJECT DELIVERY SYSTEMS & CONTRACT RISK MANAGEMENT**  
 TAUGHT BY JEFF BURNHAM OF TURNER APRIL 1  
 This class introduces the concept of project delivery systems and five commonly used project delivery systems: lump sum, cost plus a fee, construction management, design-build, and program management. It also provides a brief review of the commonly used contract forms. In addition, this class addresses the issues that relate to contract risk management such as the use of attorneys, avoiding litigation, and litigation management.
- > **BIDDING, ESTIMATING & PROCUREMENT** APRIL 29  
 TAUGHT BY MICHAEL NEWMAN AND SYLVIA JAIMES OF TURNER  
 This class introduces the basic concepts of estimating and procurement. It provides a detailed discussion of the bidding process, including the bidding process from the GC to the client in order to get the work and the bidding process from the subcontractors to the GC in order to select the subcontractors  
 SPECIAL PRESENTATION FROM TURNER'S PROCUREMENT GROUP AT INTERMISSION
- > **ACCESS TO CAPITAL**  
 TAUGHT BY JOE PREZIOSO OF CAPITAL ONE BANK APRIL 8  
 This class will discuss the various ways to obtain working capital to run your business. Topics include typical and not so typical sources of working capital along with the advantages and disadvantages of each, invoicing and the importance of collecting receivables as quickly and efficiently as possible and how short and long term loans may help your business. Our experts from Capital One will provide real life examples and feedback from their experiences with small businesses.
- > **PROJECT MANAGEMENT & PAPERWORK** MAY 6  
 TAUGHT BY DARIEN GRANT OF TURNER  
 This class introduces the participants to the field operations management process. Additionally, business-side issues such as risk management plans, quality and safety programs, project oversight, relationships, and project post mortem are discussed. The class also focuses on project-side issues such as preparing for project start, job management, job review meetings, record keeping, relationships, and project closeout.
- > **BANKING & ACCOUNTING** APRIL 8  
 TAUGHT BY CHRISTY AMBROSE & BETH LAMONDA OF TURNER  
 This class introduces the accounting basics for construction contractors. It first reviews the major components of a financial statement. Then it discusses job costing and the main concepts associated with job costing. Finally, it addresses the issues of cash flow, change order management, and claims.
- > **GRADUATION** MAY 13  
 HOWARD UNIVERSITY BLACKBURN UNIVERSITY CENTER BALLROOM