



CONSTRUCTION BUSINESS SCHOOL U.S. DOT BONDING EDUCATION PROGRAM



AGENDA

MAY 14 - JULY 30 | THURSDAYS | 2:00 - 4:45 PM | WEBINAR

SESSION STRUCTURE

Welcome and Overview

45 Min Program with Time for Q&A

10 Minute Break

45 Min Program with Time for Q&A

SESSION 1
MAY 14

FINANCIALS

Bookkeeping

Instructor: Joan Baldwin, Baldwin Services

Business Taxes and Financials

Instructor: Pete Miller, Clark Nuber P.S.

SESSION 2
MAY 21

BONDING & INSURANCE

Bonding

Instructor: Kara Skinner, Integrity Surety

Business Insurance

Instructor: Julie R. Robblee, Alliance West Insurance

SESSION 3
MAY 28

HUMAN RESOURCES

Recruiting, Retaining and Motivating Employees

Instructor: Jason Jocson, BBSI

Human Resource (HR) Policy and Compliance

Instructor: Jason Jocson, BBSI

SESSION 4
JUNE 4

SAFETY TRAINING

Safety Training and Education (OSHA/WISHA)

Instructor: David Boehm, Aspire Consulting

SESSION 5
JUNE 11

BUSINESS OPERATIONS

Blueprint Reading / Planning Scheduling/ Workflow

Instructor: Alan Beane, Geograde Constructor

SESSION 6
JUNE 18

ESTIMATING

Review Bid Advertisements

Instructor: Tom Cole, Cornerstone Contractors

Bidding the Right Project for Your Co. - Job Selection

Instructor: Tom Cole, Cornerstone Contractors

SESSION 7
JUNE 25

ESTIMATING

What is a Take-Off?

Instructor: Jeffrey Pulliam, Renton Technical College

Generating a Cost Estimate

Instructor: Jeffrey Pulliam, Renton Technical College

SESSION 8
JULY 9

ESTIMATING & MARKETING

Finalizing Your Bid: Looking at Overhead & Profit Margins

Instructor: Tom Cole, Cornerstone Contractors

Marketing and Presenting your Business

Instructor: Andrew Ballard, Marketing Solutions

SESSION 9
JULY 16

LEGAL

Dispute Resolutions and Contract Provisions

Instructor: Todd Henry, Insee Best

Doezie & Ryder, P.S.

SESSION 10
JULY 23

BUSINESS OPERATIONS

Capability Statements

Instructor: Linda L. Womack, MBDA Business Center

Business Planning

Instructor: Alan Beane, Geograde Constructor

SESSION 11
JULY 30

PROJECT MANAGEMENT & CONSTRUCTION PANEL

Managing Multiple Projects

Instructor: Debra Pelletier, Edmonds Community College

Managing Through/Out of a Recession

Moderator: Stan Kawamoto, Renton Technical College

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