

# Construction Administration for Engineers

## Purpose and Background

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This On-Site Training gives practical guidance on construction project administration, field management, and claims avoidance. Hundreds of seminar participants have saved time and money on their projects by applying the principles and techniques set forth in this dynamic seminar. In two intensive days, attendees will follow the construction process from the preconstruction phase through project closeout, learning procedures, contract provisions, and rules of conduct that will help minimize and resolve claims and disputes. Information technology tools that can be used to assure a smooth flowing project will also be discussed.

Particular attention is paid to the claims-sensitive areas of communication between owners, architects, engineers, bidders, contractors, subcontractors and other concerned parties. Special attention is also focused on the handling of changes during the bid phase, change orders during the construction phase, payments to contractors, claims, project closeout, and protection against liens and stop notices. The seminar is lecture/discussion format and includes numerous court and board of contract appeals cases as well as case studies that illustrate many of the key points of the seminar.

## Seminar Instructors

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**Douglas D. Gransberg, Ph.D., P.E., C.C.P., F.RICS, M.ASCE**, is the president and founder of Active Continuing Education Systems, LLC and is the president of Gransberg & Associates, Inc. He received both his B.S. and M.S. degrees in Civil Engineering from Oregon State University and his Ph.D. in Civil Engineering from the University of Colorado at Boulder. He is a registered Professional Engineer in Oklahoma, Texas and Oregon, a Certified Cost Engineer, a Designated Design-Build Professional and a Fellow of the Royal Institution of Chartered Surveyors in the UK. Dr. Gransberg retired in 2017 as a professor of construction engineering at Iowa State University, where he held an endowed research chair for 5 years. Before moving to academia in 1994, he spent over twenty years in the U.S. Army Corps of Engineers retiring at the rank of lieutenant colonel. In his final posting, Professor Gransberg was the Europe District's Area Engineer stationed in Ankara, Turkey where he managed an annual design and construction program that exceeded \$200 million. He teaches courses in integrated project delivery, cost estimating, project controls, and project management. His research is centered in the delivery of infrastructure/ transportation projects. Dr. Gransberg is currently leading the effort to develop the AASHTO *Guidelines for CMGC* project delivery and *Guidebook for Alternative Quality Management*. He was also one of the co-authors of the AASHTO *Guide for Design-Build Contracting*.

**Wayne D. Reynolds, P.E., M.ASCE**, has experience in design and construction projects including transportation facilities, navigation structures, flood protection, and institutional buildings, and has served as Inspector, Project Engineer, Assistant Resident Engineer, Project Manager, Deputy District Engineer, and Contracting Officer for the U.S. Corps of Engineers. He was Professor and Program Coordinator for the Construction Management Program at Eastern Kentucky University and was an Assistant Professor at the U.S. Air Force Academy. He taught project organization and supervision, scheduling and cost control, construction contracts, quantity and cost estimating, engineering economy, construction structural design, soils and foundations, and statics and strength of materials. He has a B.S. from the U.S. Military Academy and an M.S. in civil engineering from The Ohio State University and is a member of the American Society of Civil Engineers.

- For group training, contact John Wyrick (JWyrick@asce.org) or Stephanie Tomlinson (STomlinson@asce.org)

## Summary Outline

### Earn 1.6 Continuing Education Units (1.6 CEUs)

#### Day One

- Project Delivery Systems
- Partnering
- Responsibility and Authority
- On Site Responsibilities
- Records and Reports: Documentation
- Using Specifications for Contract Administration
- Construction Laws and Public Contracts
- Construction Safety
- Preconstruction Operations

#### Day Two

- Construction Planning and Scheduling
- Construction Operations
- Measurement for Payment
- Construction Materials and Workmanship
- Changes and Extra Work
- Risk Allocation
- Claims and Disputes: Alternate Dispute Resolution
- Project Closeout and Lien Protection

**CEUs/PDHs:** ASCE has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 1760 Old Meadow Road, Suite 500, McLean, VA 22102. In addition, ASCE follows NCEES guidelines on continuing professional competency. Since continuing education requirements for P.E. license renewal vary from state to state, ASCE strongly recommends that individuals regularly check with their state registration board(s) on their specific continuing education requirements that affect P.E. licensure and the ability to renew licensure. For details on your state's requirements, please go to: [http://www.ncees.org/licensure/licensing\\_boards/](http://www.ncees.org/licensure/licensing_boards/).

## Seminar Benefits

- Find out how to apply proven administrative principles and techniques to improve control of your construction projects from preconstruction through project closeout
- Discover the importance of accurate record keeping
- Learn how to keep construction projects on schedule and within budget
- Avoid claims through effective communication
- Minimize exposure to risk
- Effectively supervise projects in the field
- Find out how information technology can be used to achieve the above benefits

## Who Should Attend?

All members of a construction project team whose actions affect each other. The focus is on the interaction between them and how, together, they can resolve the problems they encounter.

- Observers (inspectors)
- Resident project representatives (resident engineers)
- Project managers
- Contract administrators
- Architects
- Engineers
- Owners
- Supervisory personnel, and field management personnel

**ASCE seminars are available for On-Site Training. For details regarding On-Site Training and/or needs-based training opportunities, please contact:**

**John Wyrick, Director**  
**On-Site Training Worldwide**  
**ASCE Continuing Education**  
**1801 Alexander Bell Drive**  
**Reston, VA 20191-4400**  
**Tel.: 703-295-6184**  
**Email: [jwyrick@asce.org](mailto:jwyrick@asce.org)**

