



Project Management Institute
Design · Procurement · Construction
Specific Interest Group

Date: Thursday, September 9, 2004

Chair: Doug Kaiser

Start: 11 AM EST, Adjourn: 1:10 PM EST

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X	PM, Building Projects Practice Manual	Chris Quaife	604-985-1464	cquaife@sfu.ca
	PM, Executive Advisory Board Project	Robert Denmark	415-584-4567	cbdenmark@aol.com
	PM, 2nd Book Project	Glenn Strausser	248-909-8315	Glenn.W.Strausser@jci.com
X	Chair, Latin American Commission	Fabio Teixeira de Melo	55-81-33611504	fptmelo@br.odebrecht.com
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Officer Status Reports

Marketing Issues

Survey General Membership and Survey New Members

Ed Miller has taken a new job in Washington D.C. and is commuting from New Jersey. He is requesting help with surveys of the general membership and new members. Fabio Teixeira de Melo mentioned that he is interested in helping with the survey of general membership. If the SIG is going to develop a formal process, he wants to use this for a Latin American survey. Fabio will send an email to Ed stating that he is willing to assist with the survey.

Wayne Baruch noted that he has created a draft of the survey and will provide this to Ed next week.

PM Toolbox

"PM Toolbox" may not be the name this project will ultimately be called, but the SIG needs to have something to reference the project. There is currently no project manager for this project. PM Toolbox is a lower priority project since the SIG will not be able to use the PM Toolbox until a secure area is built into the web site.

Name Change

Gary Vandiver will provide a report via email.

Bylaws

Mike Murphy has begun revising the DPC SIG's Bylaws with the goal of having an updated document to present to new membership at the PMI Global Congress - North America in October. Although the project is advancing, Doug doubts updated Bylaws will be available for this meeting.

Important Bylaw issues:

Elections - the elections are not held in the manner dictated by the Bylaws. The SIG is trying to change the Bylaws so they are in alignment with the way the SIG operates.

Certification by charter - PMI reserves the right to all certification effort and the SIG cannot do any certification efforts on its own. The DPC SIG cannot convince PMI to sponsor a construction industry certification effort.

O. Arivazhagan (Ari) commented that perhaps the DPC SIG's role should be to help people understand where they are on the career path and what they need to develop to be a good project manager in the industry. The SIG could develop education and training components that would support career paths. These components could be developed in collaboration with other organizations that are more suited to education and training.

Advancing Webinar

Doug is contacting Len Stolba to see if he can advance this project.

DPC SIG Fact Sheet

Sherrill McDonald commented that the Fact Sheet has been updated and we will be printing 1000 copies. The Fact Sheet will need to be updated after the next election.



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CII Future Projects

Cooperative Projects and the Practice Manual "Management of Building Projects," (scheduled to be published on September 30, 2004)

Chris Quaife noted that a meeting was held in Vancouver on July 26, 2004 between the DPC SIG (Yamile Jackson and Bryan McConachy), CII (Manuel Garcia), the Practice Manual Task Force (Chris Quaife and Matti Saar) and many Canadian associations. It explored multi-association co-operation towards a more integrated approach to documenting good project management practice and certifying project managers. A response date of end of October was agreed, to identify levels of interest. Areas identified were:

- A common framework of project management practice for the industry
- Highlights of management knowledge and practice (for hot buttons)
- Certification of project managers
- professional Development, including elearning.

Chris commented that the DPC SIG needs to consider other cooperative projects. Yamile Jackson met with the new CII research director in Vancouver, but Chris was not sure if new topics have been selected. Two different sets of projects are scheduled for 2004. CII started the first project early in this year and will be starting the second project in September. Wayne Baruch is the contact at CII. Projects are listed in the CII newsletter on their web site.

Action Item: The SIG needs to get its arms around the total expenses incurred, beyond the SIG's initial contribution of \$25,000 to CII. Over the 3-4 year period, the SIG has spent about \$44,000 to participate in a CII project on a regular basis. This doesn't include time, just expenses.

Les Prudhomme noted that member companies of CII usually spend 10 times their annual dues in participation of projects. The SIG should try to evaluate how it is going to continue to support CII's research efforts and how the SIG would cover this expense. How much would SIG be able to contribute toward a project? (\$25,000 may be minimal entry point for joining a project.)

Chris noted that the arrangement with CII doesn't have to be in the formal \$25,000 project funding, but could be a joint effort where the SIG provides expertise in lieu of money. He further noted that at the July 26 meeting, the group did discuss CII's interaction with the DPC SIG. Chris stated that Yamile is not the primary CII liaison, she is only working on research project. She is hoping to get someone from the SIG to be the CII liaison.

Chris commented that CII has had on their strategy, not as a top item, to get involved in the residential building industry. Manuel Garcia stated that when CII comes up with their new strategy, that this would be more explicit. Currently, there are some big residential building members within CII, so there is an indication that the residential building industry isn't off their agenda. Chris further noted that there are problems with how residential building projects are run in the province, and basically everywhere. 80% of the Building Projects manual is applicable to construction as a whole. The manual doesn't deal with international projects and mega projects, but the principals are pretty much the same.

Doug commented that if the CII is indicating they want to promote the building end more, then there is an opportunity for the DPC SIG to get involved. Chris noted that a document for the British Columbia Chapter has been prepared that could be applicable to other locations, but not in its current format. At the July 26 meeting, it was determined that the manual could recognize other documents in the industry. It has tied the whole project together from all the main project's perspectives. The manual ties-in with the DPC SIG mission of reducing fragmentation in the industry. The manual recognizes the project as a whole, not what each organization does. It recognizes what the whole industry does. Everyone in the industry is trying to do the same thing. Are there ways of doing this jointly? Can the manual be the basis for a next generation document that will be of much larger ownership in the industry? Can it be an industry document, not a British Columbia Chapter or DPC SIG document?



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The manual is 250 pages, and has by careful use of references, increased size to 1000 pages (mostly through Canadian references). Generally, where something exists, the authors' noted that source rather than repeating it in the document. They tried to tie the whole things together using information that is current out there rather than just starting from scratch.

Sherrill questioned how the SIG should measure the value of the CII relationship for the DPC SIG? What do we get out of this contribution? What can we use from these research projects, based on the terms we have with CII? Can we publicize our involvement and the research results? We need to do something with this information. How can we get maximum benefit?

Doug noted that there is a marketing benefit. He recently presented at the Risk Symposium and used the same presentation that the project team used for the CII presentation. There was great interest in presentation. Many good comments, including people who felt they needed to get more involved in PMI.

Chris suggested that the DPC SIG should be part of a proposal that identifies needs more prominently, that industry is fragmented and needs to come together. There may be joint interest in increasing the effect of CII membership, not by contributing large dollars, but by contributing expertise and methodology. The team should find out by October if there's a possibility of doing this. The informal client could be created and a loose liaison of leading associations who jointly have an interest in making industry less fragmented. Joint documentation that everyone buys into. The manual is one that associations could buy into.

Les noted that the SIG seems to be discussing two different things. The value of our relationship with CII and where the SIG and CII needs to go with this relationship. We should deal with the industry collaboration issue and resolve this first, even though there is an opportunity to collaborate. We need to get a credible relationship with CII first.

Chris noted that we should use a model on a wider scale. Don't want to broadcast use of manual elsewhere, want to broadcast the idea that an industry document, rather than individual document, could help the overall problem. Everyone has to be part of the mix or you're adding to fragmentation problem, rather than solving it.

Les suggested that the SIG write a value statement that addresses working with other organizations on making the industry less fragmented. CII is entrenched in what they've done for a long time. They are reluctant to change the model of what they do. CII is recognizing that things are changing and the new director is looking at internal changes. There is now an opportunity to discuss how this collaboration might benefit both organizations. This was not high on their agenda previously, but may now be. The manual may be an avenue to get there. Joint research project effort may be another avenue. What is each organization going to get out of this relationship? The only real way of getting somewhere with this is direct contact with Executive Director, not going through committees. Les also stated that he would be willing to be the official CII rep for DPC SIG. Hans VanWinkle is the new director at CII. Les will put in budget requests for 2005.

Erroll Adolpe stated that CII enjoys substantial in stature in construction industry, but PMI make-up is IT industry and does not enjoy same stature in building and construction industry as CII. Our relationship with CII could raise stature of SIG in engineering and construction industries and raise stature of PMI. What does CII get out of this? All products are independent. This could tie-in all products, similar to *PMBOK® Guide*. Help CII tie together a more cohesive body of knowledge.

Laura Keiles noted the construction industry takes more stock in CII. The more we can be a part of this the more we can elevate our stature. The more CII can support DPC SIG and more we can support CII, the more we can elevate ourselves.



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Wayne Baruch stated the industry would benefit for more formal procedures, but more needs to be done to show benefit.

Les stated that CII does not deal with residential at all, but recognizes that this is a large area and they may need to do something about this area. The DPC SIG could increase the amount of effort that goes into the residential segment. 50% of annual construction is in the residential segment right now in US, but CII is composed of individual members who use construction industry for their work. There are a number of organizations that could develop the residential area.

Chris noted that residential construction gets a great deal of attention in how it is managed. These same symptoms apply to lower end commercial construction.

Les commented that there is change afoot and the SIG is on the front end of this. Perhaps a relationship between SIG and CII could promote this.

Action item: Les to talk with Hans VanWinkle about the DPC SIG's relationship with CII and report back to the board. Chris will provide a copy of the manual to Les and written report of meeting with CII.

Chris will send Doug a copy of the manual to use for the SIG's Habitat for Humanity effort.

Web Site Updates

Paula Anderson discussed joint web site effort with the A&D SIG. There may be minimal cost savings on sharing of templates. Paula will discuss further with her web site designer. She will also provide A&D SIG SOW to Laura for review and discuss with Laura suggestions for possible savings.

Next step is to view amount budgeted for this. Some work may have to be budgeted for 2005.

Don Barrie Award

Sherrill has been working on this project and has recommendations related to this issue. Sherrill is currently working on getting the award finalized so the winner's paper will be included in the CD of PMI Global Congress – North America papers. He may not be able to accomplish this. Sherrill noted that he is disappointed with help he has received from the PMI Education Foundation. In order to make the award tax deductible, it was implemented by the SIG through the Foundation.

Sherrill commented that the notice to submit papers for the award was distributed to DPC SIG members. Only four responses were received, three sent in papers. The SIG apparently has two problems: 1) How to get more papers? Do we solicit outside of PMI? The Foundation placed notices in PMI publications. 2) Can we increase value of award from \$500 to \$1000? The money in the Foundation (\$11,000) generates enough to pay the \$500 award. Should the SIG contribute \$500 more to get to this \$1000 mark? Would we need \$22,000 in the Foundation to provide enough money to get close to a \$1000? Is this \$1000 a large enough award? Is the dollar value even the problem?

Laura commented that maybe it's the significance of the award and not the dollar value? Maybe it's the recognition and opportunity to appear at the Global Congress and present the paper. Perhaps it is because people are so busy they don't have time to commit to this.

Fabio felt that the SIG and PMI are not doing a good job of advertising. He was not familiar with the award and the value of the award. He never received a call for papers. How many other members did not receive this announcement? How about an award for each Global Congress?



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Doug questioned whether the DPC SIG should assume management of this? Sherrill noted that the SIG should take this over and handle it ourselves. Since the SIG doesn't have the strength regionally, we probably could not support multiple awards at Congresses, but could support one global award. What are the particulars for presenting the award? Should we present the award in the region where the winner resides? The SIG may have to have email discussions of how to go forward.

Sherrill will put together a few points in a proposal submit to leadership.

AGC PM Seminar

Wayne noted that the DPC SIG is conducting a joint seminar with AGC on September 24-25, 2004. Charles Cook is the keynote speaker and will be presenting "Time Management and Communication in Construction." September 25 is a tour of Carpenter's Hall in Philadelphia. Planned attendance of 125; have 19 registered to-date. All of these have registered are with the GBCA.

The team (Wayne, Laura, and Mike Murphy) is contacting colleagues to see if they might want to attend. They have also contacted DPC SIG members in close proximity to the conference. They have not received any responses. The event will be announced at the New Jersey Chapter meeting on September 21. The team's next effort is to call local members to determine why people are not registering. Is it too much money? Registration fees: \$295 members, \$350 nonmembers, students \$200. Fees cover 1.5 days of training and the tour. Sherrill noted that he thought price was reasonable. Perhaps it is the subject matter – time management? Is this the sort of thing that catches peoples' eye? Speaker is from Philadelphia Chapter, perhaps everyone has heard this presentation already? Maybe members think they have time management under control? Perhaps this should be included as a survey item – "why are members not attending professional development events?"

Sherrill noted that he has an AGC contact in the California Bay Area – Bill Keegan. Sherrill suggested to Bill Keegan that the DPC SIG work with AGC in the Bay Area to offer professional development opportunities. Sherrill will follow-up with him. Sherrill will send copies of letter he sent to Bill Keegan to Doug and Ed Miller.

Habitat for Humanity

Doug noted that he will be attending a meeting on October 1, 2004 in Atlanta with PMI and Habitat for Humanity International. Doug met with Central Ohio affiliate of Habitat for Humanity to get some ideas of what they are doing. He has developed set of needs from Habitat for Humanity and proposing an alignment of both organizations. Total project management is a big issue and things identified in the field are just pieces of the puzzle. If this is common to other affiliates, then there would be strong alignment with what Habitat to see what both organizations can gain from this initiative.

Wayne commented that Habitat for Humanity is a good volunteer organization in which project managers are trying to practice good project management since volunteers do not want to have to do the work over and they are very receptive to ideas and more formal training.

CMAA MoU

Robb Gries reported that the CMAA and the DPC SIG have reached an agreement, but have not been able to get a signature on the CMAA side. The CMAA feels they should be dealing with PMI HQ.

Robb will come up with a project to demonstrate the SIG's sincerity and involvement with the project and how the SIG can stand on its own, independent of PMI. Doug has left messages with CMAA. The SIG should follow-up with this strategy, even if the agreement isn't signed, since value is will be delivered to both organizations.

Robb will email Fabio a copy of MoU. Starting talked with construction industry agents and this could be a good model.



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PSMJ

The DPC SIG conducted a Symposium with PSMJ in Chicago in 2003. The Symposium featured Owners, Designers and Contractors tracks. 150 attended people attended (5 PMI members of 150). The Symposium enables the SIG to have exposure to markets we currently do not have. The SIG will once again participate in this year's Symposium in Las Vegas in October 14-15, 2004. The SIG is entitled to one free registration (Larry Hayes attending on SIG's behalf).

Next Meeting: December 2, 2004



Action Items:

Item	Assigned to:	Due Date	Status
Robb will come up with a project to demonstrate the SIG's sincerity and involvement with the project and how the SIG can stand on its own, independent of PMI. Robb will email Fabio a copy of MoU.	Robb	September 30, 2004	
Sherrill will send copies of letter he sent to Bill Keegan to Doug and Ed Miller.	Sherrill	September 17, 2004	
Sherrill will put together a few points on the SIG handling the Don Barrie Award, independent of the PMI Education Foundation, in a proposal and submit to leadership.	Sherrill	September 30, 2004	
Paula Anderson discussed joint web site effort with the A&D SIG. There may be minimal cost savings on sharing of templates. Paula will discuss further with her web site designer. She will also provide A&D SIG SOW to Laura for review and discuss with Laura suggestions for possible savings.	Paula Laura	September 20, 2004	
Chris will send Doug a copy of the manual to use for the SIG's Habitat for Humanity effort.	Chris	September 20, 2004	
Les to talk with Hans VanWinkle about the DPC SIG's relationship with CII report back to the board. Chris will provide manual to Les and written report of meeting with CII.	Les Chris		
As the new CII liason, Les will put in budget requests for 2005.	Les	December 31, 2004	
The SIG needs to get its arms around the total expenses incurred, beyond the SIG's initial contribution of \$25,000 to CII. Over the 3-4 year period, SIG has spent about \$44,000 to participate in a CII project on a regular basis. This doesn't include time, just expenses.	Doug		
The Fact Sheet will need to be updated after the next election.	Sherrill	2005	
A draft of the survey being developed for an upcoming LIG meeting and will be provided to Ed Miller. Fabio will be assisting with the survey.	Wayne	September 20, 2004	Draft complete and to Ed Miller week of 9/13/04



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Set meeting for representatives from the DPC SIG, CII and the Society of PM Professionals to meet at CII conference in Vancouver.	Doug	July 1, 2004	Complete
Conduct an objective assessment of what the DPC SIG gets out of its relationship with CII What's the benefit of the SIG to be associated with CII? How can we quantify this?	Doug	September 1, 2004	
What web site features would members appreciate? Put in these in survey.	Ed	July 1, 2004	
Checking with PMI to determine the benefits of continuing as a R.E.P.	Sherrill	September 1, 2004	
Document Habitat for Humanity project management training program parameters so the SIG can make a commitment one way or another.	Doug	September 1, 2004	
Provide proposal of number of hours to redesign Fact Sheet/Component Flyer and print costs. How often to reprint	Paula	July 1, 2004	Complete