

# BART/BECHTEL Free Workshops

## Course Schedule for the Saturday University

### "Project Management Processes"

Thursday, June 21, 2007

*(Strongly recommended for construction contractors looking to bid)*

The BART Seismic Retrofit Program is pleased to offer a free workshop on Project Management Processes. This workshop will cover many topics including the following: Integration Management, Project Manager's Responsibilities, The Project Plan, Scope Management, Time & Cost Management, Quality Management, Human Resource Management, Communications Management and Risk Management.

Jeffrey Cook, Facilities Project Coordinator for Peralta Community College, is the workshop instructor. Mr. Cook has 15 years of experience Managing Maintenance and Operations, 10 years working on Government Programs and 14 years working with California Public Agencies.

Thursday, June 21, 2007

6:30-8:30 PM

**Joseph P. Bort Metro/Center**  
(one block from the Lake Merritt BART Station)  
101 Eighth Street  
Oakland, California 94607

### Registration Response

The course is FREE and Space is limited! To register, complete the following information and email or fax to:

**BART/Bechtel Saturday University**  
**C/O Lance Hyde**  
510.464-6959 or fax (510) 287-4821  
[lhyde@bart.gov](mailto:lhyde@bart.gov)

**Please return registration forms, no later than, June 19, 2007!!!.**