



FOREMAN DEVELOPMENT PROGRAM (FDP) SEMINARS

Blake Wentz



Mechanical Contractors Association of America, Inc.

1385 Piccard Drive Rockville MD 20850 T 301 869 5800 F 301 990 9690 MCAA.ORG



Foreman Development Program (FDP) Seminars

FDP 100: 2 hours, in-person or online

Effective Turnover Meetings

This course will discuss the purpose and scope of a Turnover Meeting as well as the role of the Foreman in that meeting. An overview of the estimating process will be given in order to determine how the scope of a project is determined so that a Foreman can identify critical activities during a project. Various data sources and analytics for a project will also be discussed.

FDP 101: 4 hours, in-person and online

Scheduling Basics

This course will overview the superintendent's role in developing, monitoring, maintaining and controlling a construction schedule. Overall impact of time on a project as well as contractual obligations will also be discussed. Basics of Critical- Path-Method (CPM) will be discussed as well as examples of projects using Microsoft Project software will be used.

FDP 102: 4 hours, in-person and online

Documentation and Change Order Management

This course will review the typical types of documentation a foreman will have on a project such as the daily job log, requests for information, change orders, and correspondence. The rules for effective documentation will be discussed as well as the contractual obligations to respond to change orders and changed site conditions. Strategies to negotiate fair change orders will also be presented.

FDP 103: 4 hours, in-person and online

Managing Your Team and Your Project: Strategies for Success

This course will discuss strategies on proper leadership and management techniques to build a culture of teamwork, reduce conflict, and increase productivity. Different aspects of human behavior will be discussed as well as what motivates field workers. Site management tools such as two-week look ahead schedules will be used as well as discussions on proper disciplinary actions that may be needed on a jobsite.

FDP 104: 4 hours, in-person and online

Planning and Jobsite Logistics: Organizing for Efficiency

This course will help a foreman understand the planning process and its significance for project success. Attendees will work to breakdown a project into a Work Breakdown Structure and identify key bottlenecks in performance. Examples of project jobsites will be given and strategies for jobsite logistics will be discussed such as laydown areas, fabrication zones, equipment utilization and storage, as well as safety protocols.

FDP 105: 4 hours, in-person and online

Meetings and Presentations: Tactics for Success

This course will review the different types of meetings that are typical on a construction project as well as ways to effectively plan, schedule, and conduct those meetings. Strategies and techniques for both jobsite and project acquisition presentations will also be discussed.

FDP 106: 4 hours, in-person and online

Accounting and Cost Control: How to Monitor and Measure Performance

This course will analyze the relationship between a construction estimate and field crew productivity on a construction project. Examples will show how an estimate goes from a budget to a field cost report and how to use accounting tools to monitor performance. The payment application process and procedures will also be reviewed. Finally, methods to document productivity as well as identify inefficiency will be discussed.

FDP 107: 4 hours, in-person and online

Correspondence and Documentation: Using Technology Effectively

This course will provide an overview of the different types of documentation that is typically required in a construction project such as daily job logs, requests for information, submittals, shop drawings, and change orders. Effective techniques to establish and control the flow of information will be presented as well as strategies for high quality documentation. Examples will be presented using various technologies to streamline communication techniques.

FDP 108: 4 hours, in-person and online

Jobsite Safety and Crisis Management

This course will overview the various risks that are encountered on a construction project and how the superintendent can help identify and mitigate those risks. Various OSHA regulations will be reviewed as well as typical methods to ensure jobsite safety. Strategies for communication and documentation in the event of a jobsite accident will also be explored.

FDP 109: 2 hours, in-person and online

Project Closeout: Getting the Job DONE!

Many construction projects are a sprint from the beginning to the end, but then drag on past the point of occupancy. This course will discuss the various challenges with meeting the contractual obligations of successful project closeout and discuss strategies with managing that process.



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About the Instructor:

Dr. Blake Wentz has a Bachelor's degree in Finance and a Master's degree in Engineering from the University of Nebraska, and a PhD from Indiana State University. He owned and operated his family's mechanical contracting business, Wentz Plumbing and Heating, in Lincoln, NE for five years before becoming a college professor, completing various projects throughout Nebraska, Iowa and Kansas.

He was a professor at the Milwaukee School of Engineering (MSOE) for 15 years, serving as the Director of the Construction Management Program for 5 years and was also the Chair of the Civil, Architectural Engineering & Construction Management Department from 2014-2020. Dr. Wentz then became of the Dean of the College of Engineering, Computer Science & Construction Management at California State University, Chico, serving in that role until 2023.

Dr. Wentz was the faculty advisor for the Mechanical Contractors Association of America (MCAA) Student Chapter at MSOE, whose competition teams have qualified for the National Finals nine times, winning the National Title in 2011, 2013 and 2019. He was named National Educator of the Year for the MCAA in 2011, 2012, 2015 and 2018. Dr. Wentz currently serves as the President of the Associated Schools of Construction, an international organization of over 160 universities across the world that focus on the advancement of construction education. He is also involved in consulting activities and has been an expert witness for construction legal disputes and is a co-author of a textbook titled "Construction Law for Design Professionals, Construction Managers and Contractors."

In his spare time Dr. Wentz is an avid tennis player, he was a member of the varsity tennis team at the University of Nebraska from 1995-1999. He is also a car enthusiast who not only enjoys working on cars but track racing cars as well.

Contact Information:

Contact Dr. Wentz at **414-207-6118** or blake@wentzconsulting.com.

About the National Education Initiative (NEI):

MCAA will bring lifelong learning directly to you! The National Education Initiative Seminars are our best MCAA/MSCA programs—brought to your local association or even your company. Our goal is to provide ongoing and advanced education and training in support of individual and association growth across the mechanical contracting industry. We offer standard and custom-designed classes exclusively for your association or company's unique needs and challenges. If you need training quickly or have a large group, we are here to help!

For more information or to schedule a course:

Contact **Priya Nirmal** at **301-869-5800** or pnirmal@mcaa.org.



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