



# NAMC University

## Mission:

The mission of NAMC University is to provide a learning platform for NAMC members designed to enhance business development, strengthen business acumen, and expand knowledge of construction opportunities.

The mission will be accomplished by:

- Providing educational opportunities that prepare members to become subject matter experts in their respective areas
- Engaging in industry dialogue, and providing services and contracting opportunities
- Creating ‘Earn while you Learn’ opportunities for members to strengthen capacity and realize growth

## Vision:

NAMC University will be a preeminent program in building practical knowledge depth. NAMC University will be acknowledged and recognized for its excellence by:

- Creating and delivering course curriculum in business development and construction through learning, discovery and engagement
- Forging collaborative and effective partnerships in the design and construction community that creates opportunities for members
- Partnering with public and private entities in the Portland Metropolitan area, state of Oregon and with other NAMC chapters by creating a sustainable model for our affiliates locally and nationally.
- Recruiting and retaining partnerships of industry leaders to facilitate learning in an effective culturally competent way by improving reciprocal communication and knowledge transfer.

### **2021-2022 Course Curriculum**

<i>Bonding</i>	<i>Bidding</i>	<i>Subcontract Management</i>	<i>Construction/Project Management</i>
<i>Safety/Risk Management</i>	<i>Contract Review</i>	<i>Estimating</i>	<i>Project Critical Path Scheduling</i>
<i>Business Development</i>	<i>Getting Paid: Liens, Bonds, etc.</i>	<i>Tracking &amp; Projecting Cost</i>	<i>Construction Contract Laws/Change Orders</i>
<i>Accounting 101 &amp; 102</i>	<i>Financial Management</i>	<i>Master Divisions</i>	<i>Environmental Law &amp; Practice</i>
<i>Blueprint Reading</i>	<i>Business Communication</i>	<i>Microsoft Suite</i>	<i>ProCore</i>



## Strategic Plan:

### Background & History:

NAMC University was originated in November of 2019 as a program that focused on building NAMC members contract administration and project management skills by teaching a series of technical trainings in partnership with AGC-Oregon and a collection of affiliated partners in Colas, Kiewit, Raimore, AGC Association, Hoffman and Andersen Construction companies, Propel Insurance, SAIF and Sundt; customized to meet the small business owner's needs.

Starting initially with 6 courses, NAMC University has expanded it's course offerings to include software, trade specific training, and business development training. To capture the growth and expanded mission, NAMC University is now positioned to create and formally unveil, "Earn While You Learn," and "NAMC MasterMind" to further afford our members intentional opportunities and direct collaboration with industry leaders and decision makers.

### Earn While You Learn Model

The Earn While You Learn Program creates direct opportunities for NAMC members to align with industry experts to train and develop capacity as a contractor. The program will be highly selective with a targeted approach for members to better navigate the bidding processes resulting in awarding of projects. Earn while You Learn will launch with a kickoff, followed by 7 workshops coupled with a contractor assessment, hands on practical work experience and training by:

- Evaluating existing member capacity and match existing capacity with the appropriate scopes of work
- Make determinations related to division of scopes and how best to package or break down those scopes to encourage participation
- Identify logical and growth areas for capacity building
- Develop and refine a technical assistance approach to better meet the needs of the participating contractors

The closing workshop will focus on networking and next steps. Following are a brief description of each workshop:

- Kickoff: Program Intake – This workshop will include an overview of the Earn While You Learn Program and its implementation. A presentation of current procurement opportunities, and paperwork overview.
- Business Planning/Management – This workshop focuses on assessing or reassessing legal formation, development of a business continuation plan, assembling a team, managing business growth.
- Accounting – This workshop focuses on basic construction accounting concepts and will provide an overview from job costing to financial reporting.



- Bidding – This workshop covers methods of computing measurements and understanding critical formulas for estimating and planning projects and preparing bid documents.
- Bonds – This workshop covers surety bonds and the prequalification process.
- Project Management – This workshop will cover common contract forms, project planning methods, etc., in addition to setting up and managing the job site.
- Operations – Learn to analyze and improve business processes in services by learning how to increase productivity. Identifying bottlenecks, flow rates and inventory levels.
- Legal – Review what happens with business transactions, commercial litigation, tax, and non-profit law.
- Conclusion – This workshop represents the conclusion of the educational component and focuses on networking, relationship building, and forecasting of existing, and or potential contracting opportunities.

## **NAMC U MasterMind**

The NAMC U MasterMind group is a peer-to-peer model originated from Napoleon Hill’s Think and Grow Rich that suggests that ‘the coordination of knowledge and effort of two or more people, who work toward a definite purpose, in the spirit of harmony.’ NAMC members all have the same drive and commitment and often share knowledge and industry experience organically in a multitude of settings. With support from NAMC, members will be provided the peer-to-peer interaction needed to collaborate intentionally and effectively as each business grows together....

The NAMC group will meet as desired with the support of NAMC staff if requested. A facilitator will be identified, and the group will set its own time, agenda and goals. NAMC will suggest consistent parameters of:

- What are you working on?
- What did you learn?
- What do you need help with?

## **Business Development Values:**

The following are business development values held by NAMC U:

- Providing exceptional educational platform that meets the needs of our members
- Engaging with the community, business and industry partners served by NAMC U
- Creating resources for members on cutting edge software and technology
- Providing members with exceptional quality and interactive education
- Integration of real-world problems and solutions within courses
- Collaborating with other entities as equal partners in ways to broaden our member knowledge and capitalize on each other’s strengths
- Providing members with learning-centered experiences that positions them to be innovative and competitive
- Actively researching and developing projects with regional, state and city public agencies
- Providing an educational environment characterized by equal access and inclusivity



## Peer Organizations:

AGC  
ONAC  
OAME  
Urban League  
NAMC National

## Program Goals:

- Continue to develop effective and relevant curricula/training to prepare members for immediate and long term success.
- Recruit and retain committee members to support NAMC University learning, discovery and engagement