



PROJECT MANAGER'S BOOT CAMP

Kentucky Tells Its Project Managers: You Are Responsible!

Successfully developing and delivering projects is one of the Kentucky Transportation Cabinet's (KYTC) highest priorities. A successful project is one that meets the defined scope, provides quality transportation solutions, and is delivered on schedule within the specified budget. To improve the Cabinet's project delivery success rate and build the skill sets of its Project Managers (PMs), KYTC and the Kentucky Transportation Center (KTC) collaborated on the development of Project Manager's Boot Camp (PMBC). PMBC challenges PMs to take ownership of the entire project and highlights the importance of understanding the details involved in each phase of project delivery. Spanning eight days, the course summarizes the Cabinet's expectations for PMs, reviews critical aspects of the project development process, and teaches advanced project management skills. After an enthusiastic reception by Cabinet PMs, KTC designed a two-day version of the course (PMBC Xpress) for consultant PMs working with the Cabinet. Delivered by KTC staff, this course is now required for all Consultant PMs working on Cabinet projects.



The 1-2-3s of Project Manager's Boot Camp

Day 1 Your Project and KYTC's Mission: Introduces the basics of project management, defines the responsibilities of program managers, highlights the characteristics of successful PMs.

Day 2 The Task at Hand: Reviews the Kentucky Highway Plan, introduces key terms and concepts used in project management, underscores the critical role of communication in project management.

Day 3 Where are the Data and Money for My Project?: Describes methods for estimating project costs, differentiates program management from project development, stresses the importance of adhering to ethical principles.

Day 4 Where's My Help?: Reviews strategies for collaborating with and managing consultants, provides an overview of the Division of Professional Services, revisits ethics in the context of working with consultants and project delivery.

Day 5 But the Trees Keep Getting in My Way: Introduces the National Environmental Protection Act, reviews environmental documentation, outlines the critical path for environmental processes, provides an in-depth discussion of key environmental regulations.

Day 6 You Mean There's More Engineering to This Than the Roadway?: Addresses how various KYTC divisions assist project managers and provides detailed guidance on the roles of the following divisions in project delivery: Structural Design, Traffic Operations, Utility and Rail Coordination, Highway Design, and Geotechnical.

Day 7 Not in My Backyard! I Don't Have the Time!: Underscores the importance of right-of-way acquisition in project management, reviews procedures for executing condemnation procedures, emphasizes the importance of time and risk management.

Day 8 Get Me to the Finish Line!: Presents a timeline for getting a project to letting, describes the advertising and bidding process for awarding contracts, reviews lessons learned from the course.

