

Small Business Basics



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M-WBE Basics, Pilot Program Proposed Topics for 2012

- Submittals, RFI's Change Order, Pins PACC
- Legal Matters
- Green Building
- Business Marketing
- Certification
- Document Control
- Insurance/OCIP
- Financing
- Safety
- Second to First Tier
- Twenty Years in Business

New Outlook. New Strategies. New Directions.

Registration Form

Will Attend _____
Unable to Attend _____

Firm _____

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____

Number of attendees (including yourself) _____

*Space is limited, register early
Continuous participation is required
for each session from Jan. – Dec. 2012*

Contact: Flora Ramos, 212 748 1001

Fax Form to: 212 748 1199

Date Thursday, January 26, 2012

Location Tishman Construction Field Office
100 Park Avenue, 5th Floor
New York, NY 10017
Reception phone: to enter building
212 708 6800

Time 8:30 am – Noon

Session #1 Submittals, RFI's Change Orders

Presenter(s) •Peter Vezos, Michael Vitelli

**Presenter's
Bio**

Mr. Vezos' current role is as a Vice President responsible for managing the MEP Department for the 1 World Trade Center Project. He has more than 25 years of extensive industry experience, and has been a member of the Tishman team for the last 14 years. Responsibilities include supervision of the MEP staff along with the evaluation of project scope and design documents, value engineering, preparation of budgets, bid packages, bid analysis, contract awards, scheduling, trade coordination, processing of submittals, RFI's, change orders and requisitions, problem solving and close outs.

•Michael Vitelli, Senior MEP Project Manager with 35 years of experience in the construction industry, responsible for Heating, Ventilation, & Air Conditioning at the 1 World Trade Center Project.