



Project Management for Small Design Firms

Howard Birnberg

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Small design firms have unique project management needs; they must undertake many of the activities of larger organizations, but with far fewer resources. This guide aims to show how small architectural and engineering firms can apply the project management process to increase productivity and profits. Designers should find a concise introduction to the importance of project management, as well as detailed chapters on project delivery systems, budgeting, monitoring project costs, administration and personnel need management. They should also get useful information on project production techniques, computer-aided design and drafting and contract management, plus guidance on project cost estimating, billing and collection, and personnel management.

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