Urban Construction Initiative Annual Meeting
City of Hampton (Hampton Roads Convention Center)
July 27th and 28th, 2011

DAY 1 – July 27th

1. 8:30 a.m. -4:30 p.m.: Training Session
   
   **Contract Administration Core Curriculum Course**
   
   **DESCRIPTION:**
   This course is designed to discuss contract provisions, administrative procedures, and applicable policies related to Federal-aid construction contracts. Discussions will include those contract procedures, policies, and requirements prescribed in 23 CFR Sections 230, 633, and 635; and their applicability to construction contracts.
   
   **OUTCOMES:**
   Upon completion of the course, participants will be able to:
   - Locate and interpret policy, procedures and directives that affect construction contract provisions and contracting procedures
   - Research FHWA policy via statutes, regulations, and directives in a systematic manner, using the web and other resources
   - List the 5 financial steps involved after contract award through State reimbursement from the US Treasury (Reimbursable program)
   - Interpret the 13 provisions of form FHWA-1273, "Required Contract Provisions for Federal-aid Construction Projects"
   - Explain how State and Local Procedures can coexist with Federal procedures while maintaining Federal aid eligibility
   - Be able to interpret the State's oversight agreement
   - Use fraud indicators to detect the possibility of fraud and refer any matters involving fraud, bribery, kickbacks, gratuities, etc. to the USDOT/OIG
   
2. 5:30 p.m. - 6:30 p.m.: Happy Hour/Social

3. 6:30 p.m. - 8:00 p.m.: Group Dinner
DAY 2 - July 28th

4. 6:30 a.m. - 7:30 a.m.: Group Run (Optional)

5. 8:15 a.m. - 9:45 a.m.: "LAD Hours" for District/Local Staff
   (Please contact Todd Halacy if you would like to schedule a time between
   8:15am-9:45am to meet one on one with LAD staff to discuss any LAD programs
   or processes)

6. 10:00 a.m. - 3:30 p.m.: UCI Annual Meeting

   **UCI Annual Meeting Agenda Outline**

I. Welcome and Introductions – Jennifer DeBruhl, VDOT

II. Business Items
   A. VDOT Update – Mike Estes, VDOT
   B. UCI Certification Update – Phil Pullen VA Beach, Todd Halacy VDOT
   C. 2011 Satisfaction Survey – Drew Williams, Harrisonburg
   D. UCI Workgroup Update – David Jarman, VA Beach
   E. Program Performance and Path Forward for UCI – Jennifer DeBruhl

III. Lunch/ Networking

IV. Technical Items
   A. Every Day Counts Initiative – Iris Rodriguez, FHWA
   B. N. Main Street Project – Brandon Steele, Blacksburg
   C. Erickson/ Stone Spring Project – Julie Hartman, Harrisonburg
   D. VDOT Tier I/ Tier II Project Delivery – Sam Hayes, VDOT
   E. Newport News Best Practice (FHWA NRT review) – Jeff Everton, NN

V. General Discussion/Issues/Next Meeting Topic – Todd Halacy

VI. Wrap Up / Close – Todd Halacy

*Next Tri-Annual Meeting: November 17th, 2011*