

Network for Success Local Programs Workshop



Detailed Agenda

Monday, September 9, 2019

Noon-1:00 PM	Mobile Workshop Check-In	<i>Conference Center Lobby</i>
1:00-5:00 PM	Mobile Workshops <i>(meet at Registration Desk at 12:45)</i> 1. Capital Trail Bicycle Tour (Jamestown Settlement to Chickahominy Bridge) 2. Jamestown Discovery Boat Tour & Williamsburg/James City County projects bus tour 3. Jamestown Settlement & American Revolution Museum at Yorktown 4. Colonial Williamsburg Walking Tour	
2:00-5:00 PM	Workshop Registration	<i>Conference Center Lobby</i>
5:00 PM	Reception-Timmons Group/WSP Dinner (on your own)	<i>Colony Room</i>
9:00 PM	Rinker Design Hospitality Suite	

Tuesday, September 10, 2019

8:00 AM	Workshop Registration Morning Coffee & Networking	<i>Virginia Foyer</i>
9:30 AM	Opening Plenary Session	<i>Virginia Room</i>

Local Program Success

Localities oversee half of the transportation projects in Virginia and local success is key to the overall success of on-time project delivery in Virginia. You will hear from VDOT leadership and a locality on the importance of successful local project delivery.

Speakers:

- **Stephen Brich, P.E.**, Commissioner of Highways, VDOT
- **Luke Pugh, P.E.**, City Engineer, City of Roanoke

Moderator: Julie Brown, Division Administrator, Local Assistance Division, VDOT

10:45 AM

Networking Break

Colony Room

11:00-12:30PM

Breakout Sessions Group 1



A. Qualification Program Session I

Piedmont Room

This is session one of the Qualifications Program classroom training. This session is open only to local governments who registered in advance and completed the online training modules.

Instructor:

- **Diann Wilson**, Virginia LTAP

Moderator: Michaela McCain, Outreach Manager, Local Assistance Division, VDOT



B. Tools and Resources for Successful Project Planning ***Tidewater Room A/B***

Overview of various tools, resources, and policy requirements that can be used by local governments or should be considered when developing the scopes for projects to be submitted for various funding programs including Smart Scale, Transportation Alternatives, and Revenue Sharing. Topics addressed will include multi-modal planning, the Strategically Targeted Roadways Solutions (STARS) program, and VDOT's arterial preservation program policy.

Speakers:

- **Terrelle Hughes**, Assistant Planning Director, VDOT
- **Ben Mannell**, Assistant Planning Director, VDOT
- **Chessa Faulkner**, Senior Engineer, Chesterfield County

Moderator: John Leonard, Urban Program Manager, Local Assistance Division, VDOT



C. Project Financing

Tidewater Room C/D

An overview of key fund management principles for your projects, including performance end dates (PEDs), obligational authorization, and project monitoring such as FIRE. Hear how localities can leverage communication and relationships with the District to manage even complex project funding.

Speakers:

- **Wendy Thomas**, Director of Federal Programs & Management Division, VDOT
- **Mark Riblett**, Programming & Investment Manager, Richmond District, VDOT
- **Johnnie Butler**, City Engineer, City of Hopewell
- **Austin Anderson**, Construction Manager, City of Hopewell

Moderator: Jay Lindsey, Program Manager, Local Assistance Division, VDOT



D. After the Honeymoon—Strategies to Managing Project Changes

Allegheny Room B/C

This session will focus on post funding award considerations and tools to make your

project a success. During this session, presenters will provide strategies and tools to keep your project on track with regards to scope, schedule and estimate from kick-off to award. Topics include effective kick-off meetings, stakeholder involvement, scoping, utility coordination, and authorization package submittals. Great examples will accompany each topic from a locality, VDOT and consultant perspective.

Speakers:

- **Bryant Porter**, Urban District Program Manager, Hampton Roads District, VDOT
- **Brian Stilley**, Chief of Civil Design Engineering, City of Newport News
- **Brian Henschel**, Senior Vice President, Whitman, Requardt, & Associates

Moderator: Kelly Waldrop, Federal Funding Programs Section Manager, Local Assistance Division, VDOT

12:30 **Lunch** *Virginia Room*

12:30-4:30 **Info Tables** *Alleghany Room A*

1:30-3:00 PM **Breakout Sessions Group 2**



A. Qualification Program Session II

Piedmont Room

This is session two of the Qualifications Program classroom training. This session is open only to local governments who registered in advance and completed the online training modules.

Instructor:

- **Diann Wilson**, Virginia LTAP

Moderator: Michaela McCain, Outreach Manager, Local Assistance Division, VDOT



B. Funding Puzzle

Tidewater Room A/B

Delve into the world of VDOT funding. Learn about different funding types (including their pros and cons), application cycles, and what goes into preparing an application from the local perspective. Then put on your thinking caps and solve a funding puzzle!

Speakers:

- **Anthony Ford**, Programming & Investment Manager, Salem District, VDOT
- **Megan Cornise**, Principal Planner, Roanoke County
- **Michael Fulcher**, Senior Programming Specialist, Staunton District, VDOT

Moderator: Jay Guy, Program Manager, Salem District, VDOT



C. Pre-Award Review and Consultant Procurement

Tidewater Room C/D

This session will provide an overview of the pre-award review process highlighting the new instructional templates for localities and consultants. Learn about the different methods and requirements for professional vs non-professional consultant procurement.

Speakers:

- **Simba Mandizvidza**, Audit Services Manager, Assurance and Compliance Office, VDOT

- **Heather Ham**, Virginia Transportation Division Manager, Pennoni Associates
- **Shailendra Patel**, State Alternative Project Delivery Division Engineer, VDOT

Moderator: Cindy Clark, Program Manager, Local Assistance Division, VDOT



D. Urban Maintenance Program/SGR Update

Allegheny Room B/C

This session will provide an overview of street additions and deletions process, street inspection process, qualifying maintenance items, Weldon Cooper reporting, and the status of the UMIS/RIMS project. Also hear an important update to the State of Good Repair program regarding the federalization of these projects.

Speakers:

- **Yolanda Newton**, Local Systems Policy Manager, Local Assistance Division, VDOT
- **John Leonard**, Local Finance Manager, Local Assistance Division, VDOT
- **Jennifer Alhin**, Director, Asset Management Division, VDOT
- **Stephen Kulp**, Research Specialist, Weldon Cooper Center
- **Harold Caples**, Assistant State Construction Engineer, VDO

Moderator: Todd Halacy, Assistant Division Director, Local Assistance Division, VDOT

3:00 PM

Networking Break

Colony Room

3:30-5:00 PM

Breakout Sessions Group 3



A. Qualification Program Session III

Piedmont Room

This is session three of the Qualifications Program classroom training. This session is open only to local governments who registered in advance and completed the online training modules.

Instructor:

- **Diann Wilson**, Virginia LTAP

Moderator: Michaela McCain, Outreach Manager, Local Assistance Division, VDOT



B. Designing Today with an Eye on Tomorrow

Tidewater Room A/B

A look at current and emerging technologies and the potential impacts and benefits they may have to your projects.

Speakers:

- **Geraldine Jones**, Transportation Planning Specialist, VDOT
- **Chris Dodson**, Principle Director of Field Operations, Timmons Group
- **Ian Millikan**, Assistant State Construction Engineer, Construction Division, VDOT

Moderator: Paul Trapp, Director of Infrastructure Services, Timmons Group



C. Common Pitfalls Surrounding Right-of-Way and Environmental

Tidewater Room C/D

Hear from the experts on how to avoid common pitfalls surrounding the right-of-way and environmental phases of your project. By avoiding these pitfalls, you can help ensure a successful project and reduce your risk of jeopardizing funding.

Speakers:

- **Heather Williams**, Environmental Procedure Program Manager, Environmental Division, VDOT
- **Terry Cook**, Special Projects Right of Way Manager, Northern Virginia District, VDOT

Moderator: Pam Liston, Program Manager, Local Assistance Division, VDOT



D. Partnering for Success

Alleghany Room B/C

For project success, you must develop good partnerships! Hear from a small local government, government partner, VDOT staff, and consultant about how they have overcome challenges that many small localities face on locally administered projects.

Speakers:

- **Mike Kimbrel**, Deputy Executive Director, Hampton Roads TPO
- **Aaron Small**, City Engineer, City of Williamsburg
- **Sonya Hallums-Ponton**, Urban Program Manager, Hampton Roads District, VDOT
- **Bekki Robins Jucksch**, Senior Associate, Kimley-Horn Associates, Inc.

Moderator: Michele Piccolomini, Program Manager, Local Assistance Division, VDOT

5:30 PM

WRA Backyard BBQ

Dinner (on your own)

9:00 PM

Rinker Design Hospitality Suite

Rm 4102

Wednesday, September 11, 2019

8:00 AM

**Morning Coffee & Networking
Workshop Registration**

**Colony Room
Conference Center Lobby**

8:30– Noon

Info Tables

Alleghany Room A

8:30-10:00 AM

Breakout Sessions Group 4



A. Qualification Program Session IV

Piedmont Room

This is session four of the Qualifications Program classroom training. This session is open only to local governments who registered in advance and completed the online training modules.

Instructor:

- **Diann Wilson**, Virginia LTAP

Moderator: Michaela McCain, Outreach Manager, Local Assistance Division, VDOT



B. Tools and Resources for Successful Project Planning

Tidewater A/B



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Speakers:

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Moderator: John Leonard, Urban Program Manager, Local Assistance Division, VDOT



C. Successful Utility Coordination

Tidewater Room C/D

Best practices discussion with VDOT, local government, and utility company representatives regarding risks, estimates, subsurface utility engineering (SUE), and coordination. This session will also discuss LAP Manual updates in regards to utility certification and available tools and checklists to help you through the process.

Speakers:

- **Matt Reynolds**, State Utilities Manager, Right of Way & Utilities Division, VDOT
- **Jesse Smith**, Director, Chesterfield County Transportation
- **Bill Swann**, Outside Plant Engineer, Verizon
- **Mike Ziegler**, Highway Relocation Supervisor, Verizon

Moderator: Kurt Kuppert, Program Manager, Local Assistance Division, VDOT



D. After the Honeymoon— Strategies to Managing Project Changes

Alleghany Room B/C



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- **Brian Henschel**, Senior Vice President, Whitman, Requardt, & Associates

Moderator: Kelly Waldrop, Federal Funding Programs Section Manager, Local Assistance Division, VDOT

10:00AM

Networking Break

Colony Room

10:30-12:00PM

Breakout Sessions Group 5



A. Qualification Program Session V

Piedmont Room

This is session five of the Qualifications Program classroom training. This session is open only to local governments who registered in advance and completed the online training modules.

Instructor:

- **Diann Wilson**, Virginia LTAP

Moderator: Michaela McCain, Outreach Manager, Local Assistance Division, VDOT



B. Funding Puzzle

Tidewater A/B

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Moderator: Jay Guy, Program Manager, Salem District, VDOT



C. Construction Documentation and Civil Rights Requirements

Tidewater Room C/D

Learn best practices regarding construction documentation, project records, materials, source material inspections and QA/QC, as well as required civil rights documentation during the construction phase, DBE goals, and Title VI. Also hear an overview and tips for reporting your project milestones in NVAP.

Speakers:

- **Marty Halloway**, Project Controls Manager, Bristol District, VDOT
- **Julie Hartman**, Senior Associate for CEI, Stantec Consulting Services
- **Leslie Martin**, Civil Rights Manager, Northern Virginia District, VDOT

Moderator: Lloyd Arnold, Local Project Administration Section Manager, Local Assistance Division, VDOT



D. Lessons Learned—Local Perspective

Alleghany Room B/C

Hear from two localities on their challenges and successes in delivering local projects.

Speakers:

- **Randy Hardman**, Deputy Director of Public Works, Hanover County
- **Duncan Stewart**, Senior Executive, McDonough Bolyard Peck (MBP)
- **Roger Vance**, Town Mayor, Town of Hillsboro

- **Dennis Morrison**, Senior Vice President, Volkert

Moderator: Bill Dandridge, State Funding Programs Section Manager, Local Assistance Division, VDOT

Noon **Lunch** ***Virginia Room***

12:30 PM **Closing Plenary Session** ***Virginia Room***

Strategic Solutions for Complex Challenges

You will hear from one of the managing partners from Decide Smart on the Political Landscape in Virginia and how that impacts you.

Speakers:

- **Dr. Bob Holsworth**, Managing Partner, Decide Smart

Moderator: Julie Brown, Division Administrator, Local Assistance Division, VDOT

1:00PM **Closing/Door Prizes** ***Virginia Room***

Breakout Session Selection Guide

You may attend any session but we have identified the target audience for each of the sessions. Please use the shapes as your guide.



Manages overall program, executive or mid-manager level



Project Manager experienced in managing projects; others directly involved with project development or oversight of locally administered projects



New Project Manager or others new to managing locally administered projects



Repeat Breakout Session — 3 breakout sessions are repeated this year



Breakout session is part of the Qualification Program classroom training; open only to local government attendees who pre-registered for the track & completed all online modules