

**CONSTRUCTION CLOSEOUT AND MAINTENANCE****6/14/2023**

In Module 6, Project Resource Office staff will share information on the final record drawing submittal details and the Repository of Online Archived Documents (ROAD) Portal. These topics will assist attendees with understanding where completed project information is housed and stored. Financial Management Services (FMS) staff share insight on successfully closing a construction project. Central and rural maintenance staff discuss their perspective on project delivery and critical issues that may impact a project. Scenarios in the field will be described to gain a better understanding of district coordination on a project.

**AGENDA**

<b>WELCOME AND INTRODUCTION</b> Cyndi Callahan, LPA Regulatory Compliance Reviewer and Training Coordinator	8:00 am - 8:05 am (5 minutes)
<b>RECORD DRAWINGS/ REPOSITORY OF ONLINE ARCHIVED DOCUMENTS (ROAD) PORTAL</b> Isaac Canez, Transportation Engineering Specialist, Project Resource Office	8:05 am - 8:35 am (30 minutes)
<b>PROJECT CLOSEOUT</b> Randy Clift, Cost Accounting Manager, Financial Management Services (FMS) Sophia Kreutz, Final Voucher Manager, Financial Management Services (FMS)	8:35 am - 9:35 am (60 minutes)
<b>BREAK</b>	9:35 am - 9:45 am (10 minutes)
<b>CENTRAL MAINTENANCE:</b> Randy Everett, Senior Division Administrator, Central District	9:45 am - 10:30 am (45 minutes)
<b>RURAL MAINTENANCE:</b> Todd Emery, District Administrator, Southeast District	10:30 am - 11:15 am (45 minutes)
<b>CLOSING REMINDERS AND SURVEY</b> Cyndi Callahan, LPA Regulatory Compliance Reviewer and Training Coordinator	11:15 am - 11:25 pm (10 minutes)