

**Certification Acceptance Training MODULE 4**

**CONSTRUCTION AUTHORIZATION**

**1/20/2021**

**Module 4 offers a discussion from ADOT staff within our Engineering Consultants Section. The conversation continues with ADOT Contracts and Specifications on completing a Recap Sheet and staff from ADOT Materials Group on securing a Materials Clearance. A representative from the ADOT Project Management Group provides guidance on submitting the project Plans, Specifications and Estimates (PS&E).**

**AGENDA**

WELCOME AND INTRODUCTION 8:00 am-8:15 am (15 minutes)

Rolanda Smedley, Process Manager, ADOT

Jennifer Catapano, Local Public Agency Liaison, ADOT

ENGINEERING CONSULTANTS SECTION (ECS) 8:15 am-9:00 am (45 minutes)

Greg Wristen, Manager, Engineering Consultants Section

* The role of ECS.
* Understanding the procurement process.

CONTRACTS AND SPECIFICATIONS (C&S) 9:00 am-9:45 am (45 minutes)

Sarker Rahman, Transportation Engineer, Contracts and Specifications

* Completing the Recap Sheet.
* Project funding issues.

BREAK 9:45 am-10:00 am (15 minutes)

MATERIALS CERTIFICATION 10:00 am-10:30 am (30 minutes)

Brent Conner, Assistant State Materials Engineer

* Materials approval email.

PLANS, SPECIFICATIONS AND ESTIMATES (PS&E) 10:30 am-11:15 am (45 minutes)

Jennifer Acuna, Senior Project Manager

* The impact of missing documents.
* Concurrences.

CLOSING REMARKS AND SURVEY 11:15 pm-11:30 am (15 minutes)

Lisa Pounds, Local Public Agency Manager, ADOT

Jennifer Catapano, Local Public Agency Liaison, ADOT

* Training survey
* Next meeting date - February 25, 2021 – Meeting Additional Federal Requirements