

**Project Delivery Academy MODULE 6**

**6/16/2021**

**CONSTRUCTION CLOSEOUT AND MAINTENANCE**

**In Module 6, Project Resource Office staff will share information on the Project Tracker, final record drawing submittal information 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**

WELCOME AND INTRODUCTION 8:00 am - 8:05 am (5 minutes)

Cyndi Callahan, Local Public Agency Liaison and Training Coordinator, ADOT

PROJECT TRACKER 8:05 am - 8:25 am (20 minutes)

Lee Makler, Transportation Engineering Specialist, ADOT

RECORD DRAWINGS/ 8:25 am - 8:55 am (30 minutes)

REPOSITORY OF ONLINE ARCHIVED DOCUMENTS (ROAD) PORTAL

Phil Schaffer, Transportation Engineering Specialist, Project Resource Office

BREAK 8:55 am - 9:05 am (10 minutes)

PROJECT CLOSEOUT 9:05 am - 10:05 am (60 minutes)

Randy Clift

Cost Accounting Manager, ADOT

Sophia Kreutz

Final Voucher Manager, ADOT

BREAK 10:05 am - 10:15 am (10 minutes)

CENTRAL MAINTENANCE: 10:15 am - 11:00 am (45 minutes)

Raul Amavisca, P.E.

District Engineer for Maintenance, Central District

RURAL MAINTENANCE: 11:00 am - 11:45 am (45 minutes)

Kurt Harris

Assistant District Engineer, Southeast District

CLOSING REMINDERS AND SURVEY 11:45 am - 11:50 pm (5 minutes)

Cyndi Callahan

Academy Facilitator, Project Resource Office