

VERMONT LEAGUE OF CITIES AND TOWNS



*Serving and
Strengthening
Vermont Local
Governments*

PRESENTS

CONTRACTING FOR MUNICIPAL PROJECTS



TUESDAY, OCTOBER 13, 2009

CAPITOL PLAZA HOTEL
AND CONFERENCE CENTER
MONTPELIER, VERMONT

Directions to the Capitol Plaza:

Take Exit 8 off Interstate 89. Exit ramp will merge with Route 2. At second stop light, turn left onto Bailey Avenue. At intersection turn right onto State Street. Vermont State House is on your left, Capitol Plaza Hotel is ½ a block farther on the right.

Parking is available behind the Plaza. Pick up a parking permit at registration or call us to have one mailed to you in advance.

*To register online for this workshop, visit
www.vlct.org/eventscalendar/.*

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AGENDA

- 8:30 **Registration (Coffee and light breakfast)**
- 9:00 **Welcome and Overview of the Day**
Abigail Friedman, Director, Municipal Assistance Center
- 9:05 **Fostering Partnerships Between Municipalities and Contractors**
A common theme of successful municipal projects is a strong partnership between the municipal government and the contractors and consultants hired to get the job done. This session highlights the contractor's perspective on successful partnerships.
Don Wells, DEW Construction Corp. and President of Associated General Contractors of Vermont
- 9:15 **Best Practices for Successful Municipal Projects**
This session features case studies of municipal projects highlighting best practices for the many steps necessary to take a project from design through construction, including preliminary design, bond votes, final design, funding, permitting, bidding and purchasing policies and procedures, selecting contractors and consultants, construction administration and avoiding conflicts of interest.
- **Village of Johnson Water System Improvement Project:** *Duncan Hastings, Manager, Village of Johnson Water & Light Department, and Peter DeGraff, President, Otter Creek Engineering, Inc.*
 - **Town of Williston Police and Fire Facilities:** *Richard McGuire, Williston Town Manager and Michael McLaughlin, Vice President of Business Development and Marketing, Bread Loaf*
 - **Transportation Projects:** *Steve Jerome, Circuit Rider, Vermont Local Roads*
- 10:45 **Break**
- 11:00 **Roundtable Discussion**
This informal session offers participants the opportunity to share their experiences and pose questions generated by the Best Practices session.
- 12:00 **Lunch**
- 1:00 **The Vermont Municipal Bond Bank: A Resource for Municipalities**
The Vermont Municipal Bond Bank provides municipalities with access to low-cost municipal bond proceeds. This session will review the VMBB's lending services, application and repayment processes.
Robert Giroux, Executive Director, Vermont Municipal Bond Bank
- 1:30 **State Contract Purchasing Opportunities**
Representatives from the State of Vermont will provide an overview of the numerous statewide contracts that are available to them. Information will also include available products and services as well as how to access and purchase off statewide contracts.
Representatives from the Department of Buildings and General Services, Office of Purchasing and Contracting
- 2:00 **Break**
- 2:10 **Funding Opportunities for Municipal Projects**
Representatives from state and federal agencies will review current funding opportunities including updates on the American Recovery and Reinvestment Act, and application procedures.
USDA Rural Development: Rhonda Shippee, Acting State Director
Agency of Natural Resources: Winslow Ladue, Department of Environmental Conservation
Department of Public Service: Representative to be announced
Agency of Transportation: John Zicconi, Director of Planning, Outreach and Community Affairs
- 3:00 **Funding Roundtable Discussion**
Participants will have the opportunity to pose questions about funding and programs to the speakers from the afternoon's sessions.
- 4:00 **Conclusion and Safe Trip Home**