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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

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William Cass, P.E.
Commissioner

David Rodrigue, P.E.
Assistant Commissioner

Andre Briere
Deputy Commissioner

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

Bureau of Construction
December 28, 2022

REQUESTED ACTION

Authorize the New Hampshire Department of Transportation to hold an organized meeting from January 24, 2023, through January 27, 2023, at the New Hampshire Department of Health and Human Services auditorium in Concord, NH, for a total conference cost not to exceed $4,297 for the purpose of recognizing and training Department of Transportation employees, effective upon Governor and Council approval.

Funds to support this request are available in the following account:

04-096-096-962015-3035	FY 2023
Bureau of Construction	
020-500207 Food for Meetings	$4,297

EXPLANATION

The Bureau of Construction under the Division of Project Development has over 100 employees. Employees are assigned at different locations all over the State. The Department is committed to providing basic safety, environmental and task-oriented training to all our employees. For more than 20 years, the Bureau of Construction has been bringing employees together for annual "Construction School" training. These training days provide a necessary, efficient, and effective opportunity for all employees to hear the same information from topics taught by DOT, other State Agencies, and private sector partners. The Bureau will typically provide pastries and coffee each morning, and a lunch on Friday, as employees are travelling from around the State. By providing these amenities, we keep everyone together longer, allowing efficient use of time and encouraging networking, discussion, and information sharing among the attendees and presenters.

In addition to food, the Bureau will typically recognize a small group of outstanding employees who have performed above and beyond expectations with the quality of their Contract Records submissions. These exemplary employees are awarded an embroidered shirt and/or a commemorative coffee mug. The scoring of project records quality and recognition at Construction School has proven to be an effective motivator.

Food and beverage will be procured locally. Commemorative items will be procured through the Department of Administrative Services approved contracted vendor. All purchases will be in accordance with standard purchasing rules.

Description	Budget
Pizza Lunch	$1,233.00
Breakfast Items	$2,584.00
Commemorative Items	$ 480.00
Total	**$4,297.00**

Your approval of this resolution is respectfully requested.

Sincerely,

William Cass
Commissioner

Attachments

NEW HAMPSHIRE DEPARTMENT of TRANSPORTATION

2023
ANNUAL CONSTRUCTION SEMINAR
Health & Human Services Auditorium

Tuesday, January 24, 2023

Please bring your NHDOT I.D. badge for entrance into the building

	Vendors: Break Room
8:00 AM – 12:30 PM	**Empower Retirement – Deferred Comp., Carl Follo**
10:00 AM – 2:00 PM	**Anthem Blue Cross Blue Shield of NH, Ashley Poulin & Lori Hubbard**
7:30 AM – 8:30 AM	Registration and Coffee
8:30 AM – 9:15 AM	Safety Toolbox Training – Amy McPhee & Wende Giorgi
9:15 AM – 10:00 AM	Internal EEO Training – Janet Leavitt
10:00 AM – 10:15 AM	Break
10:15 AM – 11:15 AM	Errol Bank Stabilization Project – Roy Schiff, SLR International Corp.
11:15 AM – 11:30 AM	Anthem BC/BS & the State Medical Plan – Ashley Poulin & Lori Hubbard
11:30 AM – 12:00 PM	Bureau of Environment Updates – Kevin Nyhan
12:00 PM - 1:00 PM	Lunch
1:00 PM – 2:00 PM	Mental Health Awareness – Hon. John T. Broderick, Jr.
2:00 PM – 2:15 PM	Break
2:15 PM – 3:15 PM	Material Testing – Joe Blair, Jim Bowles, & Dan John
3:15 PM – 4:00 PM	Sharepoint, AMPS?? – Nick Alexander, Vicki Meyer?

TOMORROW'S VENDOR – EAP & HR BENEFITS

NEW HAMPSHIRE DEPARTMENT of TRANSPORTATION

2023
ANNUAL CONSTRUCTION SEMINAR
Health & Human Services Auditorium

Wednesday, January 25, 2023

Please bring your NHDOT I.D. badge for entrance into the building

	Vendors (Break Room Lobby)
8:00 AM –1:00 PM	**Employee Assistance Program (EAP),** Linda Parker or Leslie Bartlett
8:00 AM – 1:00 PM	**Human Resources Benefits Table**, Sandra LaChance & Daphne Manifold?
7:30 AM – 8:30 AM	Registration and Coffee
8:30 AM – 8:45 AM	What is EAP? (Linda Parker or Leslie Bartlett)
8:45 AM – 9:15 AM	Health & Wellness Benefits & Incentives – Joe McCue
9:15 AM – 9:45 AM	UAS Services – Jason Leavitt
9:45 AM – 10:15 AM	Rover Updates – Construction Services Section
10:15 AM – 10:30 AM	Break
10:30 AM – 11:15 AM	Build America-Buy America (BABA) – Patrick Colburn
11:15 AM – 12:00 PM	Audit Issues of Common Concern – Construction Services (Roger Demers)
12:00 PM – 1:00 PM	Lunch
1:00 PM – 2:15 PM	Plug Joints: Design, Construction, & Maintenance Perspectives – Bridge Design Bridge Maintenance, and Nicom (Chris Magnan)
2:15 PM – 2:30 PM	Break
2:30 PM – 3:15 PM	Hinsdale, NH–Brattleboro, VT Connecticut River Bridge Project (#12210C) Mark Moran, Jarrett Hansen
3:15 PM – 4:00 PM	MMS Training/Material Test Reporting – Jim Bowles, Joe Blair, Dan John

NEW HAMPSHIRE DEPARTMENT of TRANSPORTATION

2023
ANNUAL CONSTRUCTION SEMINAR
Health & Human Services Auditorium

Thursday, January 26, 2023

Please bring your NHDOT I.D. badge for entrance into the building

7:30 AM – 8:30 AM	Registration and Coffee
8:30 AM – 9:15 AM	Traffic & TSMO – Bill Lambert & Susan Klasen
9:15 AM – 10:15 AM	Pavement Marking Data Logging – Mark M. (VAOT)
10:15 AM – 10:30 AM	Break
10:30 AM – 11:30 AM	Polyurea Pavement Markings - Michael Allen, 3M
11:30 AM – 12:30 PM	Lunch
12:30 PM – 1:30 PM	The Memorial Bridge Living Bridge – UNH, Erin Bell and Martin Wosnik
1:30 PM – 1:45 PM	Break
1:45 PM – 2:30 PM	Pavement Preservation: Crack Seal versus Crack Fill – Eric Thibodeau
2:30 PM – 4:00 PM	Work Zone Safety and TC – Paul Metcalf & Nickie Hunter

NEW HAMPSHIRE DEPARTMENT of TRANSPORTATION

2023
ANNUAL CONSTRUCTION SEMINAR
Health & Human Services Auditorium

Friday, January 27, 2023

Please bring your NHDOT I.D. badge for entrance into the building

7:30 AM – 8:30 AM	Registration and Coffee
8:30 AM – 9:30 AM	Front Office - Commissioners, Directors, Bureau Administrators
9:30 AM – 10:00 AM	FHWA – Patrick Bauer, Yamilee Volcy
10:00 AM – 10:15 AM	Break
10:15 AM – 11:15 AM	Engineering Audit/Record Quality Score Awards – Patrick Colburn
11:15 AM - 12:00 PM	Construction Bureau Service Awards - ??
12:00 PM – 1:00 PM	Lunch (Pizza Luncheon in Honor of Service Award Recipients)
1:00 PM – 2:30 PM	Construction Bureau Year in Review
2:30 PM – 2:45 PM	Break
2:45 PM – 4:00 PM	Thank you Ted