



June 12 | 8:30 – 12:00 “DEVELOPING A TRANSPORTATION IMPROVEMENT PLAN”

Developing a Tribal Transportation Improvement Program (TTIP) can be challenging, especially for low funded Tribes. A TTIP is a list of upcoming transportation projects and typically includes surface transportation projects, bike and pedestrian facilities, safety projects and other transportation enhancements, including projects requiring FHWA or FTA funding or approval. The class will provide guidance on basic elements of developing strategies for transportation projects that are eligible for funding within the next 3-5 years. Step-by-step instructions on how to use the TTIP template will be included. Students will review the various Tribal Transportation Program "delivery options" including PL 93-638, G2G, and Self-Governance.

June 12 | 1:00 – 4:30 “LONG RANGE TRANSPORTATION PLANS”

Long Range Transportation Planning (LRTP) is a cooperative, coordinated, communication-driven process by which long and short-range transportation improvement priorities are determined which impact the environment, the economy, land use, social equality and safety. This training will provide the basic components of the LRTP, directly from 25 CFR, which include the plans, programs and processes. A hands-on LRTP will be developed in class using a fictional community's TTIP and Prioritized Projects. Class will wrap-up with a fun LRTP Jeopardy competition that will review and challenge the participants' knowledge of transportation trivia.

June 13 | 8:30 – 12:00 “PROJECT PRIORITIZATION”

Project Prioritization strengthens the Tribe's ability to strategically plan and address tribal transportation needs. This training will provide the basic steps of project prioritization and practical application of techniques for performing tasks. Participants will learn how to develop project criteria and evaluation measures as well as prioritize projects for inclusion in the Tribal Priority List or Tribal Transportation Improvement Plan. A hands-on student activity will involve creating a Project Data Book and development of a Project Summary Sheet. Tips for early and continuous Public Involvement will include developing criteria and evaluations measures.

June 13 | 1:00 – 4:30 “CONTRACT SPECIFICATION WRITING”

Contract Specification Writing consists of careful consistency of requirements throughout a contract and conformity with guidelines of FP-14. This training is designed to enable the student to the difference between "specifications" and "plans"; understand the documents necessary for Specification Documentation; what the Specifications provide for Contractors; the different forms for Specification; the different types of Specifications; and some "Best Practices" for Specifications.

June 14 | 8:30 – 12:00 “CONTRACT EXECUTION”

The Contract Execution training is a half-day training course that defines the "Who", "What", and "Why" of the project contract. Discussions of the various segments of Contract Responsibilities will assist in understanding the project development and allowable costs. Comparison of Nontraditional Contracting Methods will lay the foundation for the "Contract Costs and Negotiations" training that includes Smart Contracting.

June 14 | 1:00 – 4:30 “EVALUATION AND SELECTION OF CONSULTANTS”

The Evaluation and Selection of Consultants training begins with defining the difference between the Statement of Work and the Scope of Work. An example Statement of Work will allow students to review each aspect of the SOW format and how it applies to Consultant selection. A step-by-step selection chart will be examined and the "5 Selection Processes" will be defined. The Selection Committee and Criteria guidelines will assist in completing the evaluation and selection process to meet the goals and objectives for obtaining the best Consultant for the project.

June 15 | 8:30 – 12:00 “CONTRACT COST NEGOTIATIONS”

The Contract Costs and Negotiations delves into the pitfalls of the "Most Expensive Mile of Subway Track on Earth" and how to avoid those pitfalls during the contract negotiations of your project. Expounding on "Smart Contracting" will include comparisons of the advantages and disadvantages of CMAR vs. CM/GC. Proposal preparation will include GMP timing and Risk Allocations. Side-by-side project timelines will demonstrate each step or phase of the contracting methods.

June 15 | 1:00 – 4:30 “DATA USE IN PLANNING”

The Data Use in Transportation Planning training innovatively addresses Transportation Planning challenges. Examples are provided of how emerging transportation data, technologies, and applications can be integrated with existing systems to address transportation challenges. Discussion will include how ITS technologies and applications can be used to reduce congestion, keep travelers safe, protect the environment, connect underserved communities, and support economic vitality.

TTAP brings transportation training your way. This highly interactive training combines lecture with group discussions and practical exercises.

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| <input type="checkbox"/> Developing Your Transportation Plan | <input type="checkbox"/> Contract Execution |
| <input type="checkbox"/> Long Range Transportation Planning | <input type="checkbox"/> Evaluation and Selection of Consultants |
| <input type="checkbox"/> Project Prioritization | <input type="checkbox"/> Contract Cost Negotiations |
| <input type="checkbox"/> Contract Specification Writing | <input type="checkbox"/> Data Use in Planning |

To register: check the boxes beside the classes you would like to attend. Email this form to Diann Wilson at diann.ttap@virginia.edu or call 405-380-3047

Name _____ **Phone** _____

Email _____ **Tribe** _____