



Procurement & Contract Management in Highway Projects

Washington, DC USA
June 17-21, 2019



Executive Seminar

The Road Industry's Most Trusted Brand in Continuing Education



For more than 50 years, an essential part of the IRF's mission has been the organization and delivery of training courses that provide continuing professional development for individuals and contribute to the dissemination of knowledge and expertise throughout the world.

As a strong believer in continuing education, the IRF provides members, as well as road professionals worldwide with educational opportunities that are recognized by engineering and transportation societies worldwide. The IRF's Global Training Curriculum provides technical expertise in classroom and practical settings where attendees can learn from and have direct access to seasoned professionals. Each course not only provides the most relevant, up-to-date information and best practices and solutions, but is also designed to assist attendees in learning to correctly apply the knowledge gained.

IRF Executive Seminars are specifically developed to meet the needs of today's highway managers. Whether you are a representative of a highway agency, a member of a financing institution, consultant or contractor, IRF Executive Seminars will give you the necessary tools to make improvements in your organization. Our mission is facilitate road progress whenever and wherever we can by organizing constructive events, furnishing needed information and assisting with the training and transfer of best practices and technologies around the world.

As Chairman of the International Road Federation, I encourage you to make the most of these opportunities and help fulfill the IRF's vision of better roads for a better world.

Abdullah A. Al-Mogbel
IRF Chairman

About the IRF



OUR MISSION: Building Partnerships

We assist countries in progressing towards better, safer and smarter road systems.

We develop and deliver world-class knowledge resources, advocacy services, and continuing education programs, which together offer a global marketplace for best practices and industry solutions.

We serve a wide range of member organizations from both the public and private sectors of the road and transport industry. Together, we form a global network for information exchange and business development.

We invest in the next generation of transport leaders. Since 1949, the IRF has awarded educational scholarships to individuals in 119 countries to pursue careers in the road and transport industry.

OUR VISION:

Better Roads. Better World

We believe that well-planned, safe, accessible and environmentally sound road networks are fundamental building blocks for human and economic development.

We are committed to increasing road and transport investments to meet the demands for safe and efficient travel and flow of goods and services to help improve the lives of people worldwide.

We engage with governments, development institutions, businesses, and academia around the world to make our vision a reality.

OUR ORGANIZATION: A Global Federation

The International Road Federation welcomes members from government, academia, road associations, research institutes, and private industry.

We are a global not-for-profit organization, headquartered in Washington, DC since 1948 and supported by regional offices throughout the world.

The IRF serves a network of public and private sector members in more than 70 countries by providing world-class knowledge resources, advocacy services, and continuing education programs which together offer a global marketplace for best practices and industry solutions.

INTRODUCTION

This seminar is designed to meet the educational needs of government officials in charge of surface transportation procurements and contracts. Topics span the entire project cycle, including planning and needs assessment, pre-qualification and qualification of contractors, tendering or RFP process, proper use and management of consultants, procurement negotiation, best practices in project supervision, completing projects on time and on budget, as well as the critical importance of ethics, anti-corruption and financial integrity particularly for multi-lateral bank and privately financed projects. The seminar content is intended to be FIDIC friendly and draws many examples, techniques, and case studies based on the FIDIC model contract for the various modalities of infrastructure project delivery mechanisms.

LEARNING OUTCOMES

- Developing a capital investment plan or project pipeline
- Preparing of a project procurement plan
- Conducting financial analysis and Value for Money calculations
- Structuring and managing a project tender
- Managing the contract during project implementation and construction
- Administering dispute resolution including claims valuations
- Proactively managing ethics and integrity in project delivery for participants & stakeholders

VENUE

IRF Global Training Institute

Madison Place

500 Montgomery Street Fifth Floor

Alexandria, VA USA 22314

Tel: +1 703 535 1001

E-mail: info@IRF.global



HOTEL

IRF has negotiated special IRF Global Training Program attendee hotel rates with the Holiday Inn Hotel & Suites Alexandria-Old Town. Please contact the Holiday Inn & Suites Alexandria-Old Town to make your own room reservations:

HOLIDAY INN HOTEL & SUITES ALEXANDRIA

Address: 625 First St, Alexandria, VA 22314

Phone: (703) 548-6300

BOOK NOW



** A special room rate of US \$169/night, Junior Suite rate of US \$199 has been negotiated at the Holiday Inn and Suite, located just one block from the Training Institute.*

DAY 1

9:00am – 10:30am	The Procurement Process & Roles and Responsibilities
10:30am – 12:00pm	Types of Contracts & Overview of FIDIC contracts
12:00pm – 1:00pm	Lunch
1:00pm – 3:00pm	Risk management, Ethics, Anti-fraud, and Anti-corruption
3:00pm – 4:00pm	Group Assignment

DAY 2

9:00am – 11:00am	Procurement frameworks, Capital improvement plans
11:00am – 12:00pm	The Planning Process and Feasibility Studies
12:00pm – 1:00pm	Lunch
1:00pm – 3:00pm	Financial Analysis & Value for Money
3:00pm – 4:00pm	Group Exercise

DAY 3

9:00am – 11:00am	Tendering Process & Quality-based Selection vs Lowest Price Awards
11:00am – 12:00pm	Capital Improvement Plans & The Planning Process
12:00pm – 1:00pm	Lunch
1:00pm – 2:30pm	Project Management and the Role of the Engineer / Contract deliverables
3:15pm – 4:30pm	Group Exercise

DAY 4

9:00am – 11:00am	Dispute Resolution Overview and Administrative Process
11:00am – 12:00pm	Claims Management considerations & Claims Valuation
12:00pm – 1:00pm	Lunch
1:00pm – 2:30pm	Closeout Procedures , Guaranties & Warranties
2:30pm – 4:00pm	IRF PCM Certification Exam Review

DAY 5

9:00am – 10:30am	IRF Procurement and Contract Management Certification Exam
10:30am – 12:00pm	Group Presentations
12:00pm – 12:30pm	Wrap-up Session

Important Note:

Registration can also be completed online at: <https://www.irf.global/event/pcm19-es-was-2>



Procurement & Contract Management in Highway Projects: Alexandria, VA USA, June 2019

Registration

FOR OFFICE USE ONLY
Payment Received Date

Contact Information

REFERENCE CODE (IF APPLICABLE)

YEAR MONTH DAY

LAST NAME		MOBILE PHONE (WITH COUNTRY CODE) PREFERRED CONTACT NUMBER	
FIRST NAME		OFFICE PHONE (WITH COUNTRY CODE) PREFERRED CONTACT NUMBER	
EMAIL		FAX NUMBER (WITH COUNTRY CODE)	
ORGANIZATION NAME	JOB TITLE	ORGANIZATION WEBSITE	
ORGANIZATION ADDRESS			
CITY	STATE/ PROVINCE	POSTAL CODE	COUNTRY
ORGANIZATION CATEGORY Government Academia Industry Association Private Sector			

Additional Registrants *(please list the names of any additional delegates you are registering)*

LAST NAME	EMAIL
FIRST NAME	JOB TITLE
LAST NAME	EMAIL
FIRST NAME	JOB TITLE
LAST NAME	EMAIL
FIRST NAME	JOB TITLE
LAST NAME	EMAIL
FIRST NAME	JOB TITLE

Registration Rates

IRF MEMBERS	NON MEMBERS
US \$ 3,000 per person (no hotel included)	US 3,500 (no hotel included)

Rates valid through 14 days prior to the event. Late / on-site registrations are subject to an additional 10% fee.

VISA INVITATION
Do you require a visa invitation letter? Yes No

Payment

PAYMENT TYPE Invoice Check Credit Card	CARD TYPE Visa MasterCard AMEX	CARD NUMBER
CARD EXPIRATION DATE (MM/YY)	CARD SECURITY CODE	NAME ON CARD
AMOUNT TO BE CHARGED (IN US DOLLARS)	TODAY'S DATE (YYYY/MM/DD)	SIGNATURE

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PRINTED NAME	SIGNATURE (IF FAXING)	DATE OF APPLICATION (YYYY/MM/DD)
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GLOBAL

KNOWLEDGE • ADVOCACY • EDUCATION
BEST PRACTICES • BUSINESS OPPORTUNITIES

Better Roads. Better World.



International Road Federation

GLOBAL HEADQUARTERS & SECRETARIAT

Madison Place

500 Montgomery Street, Fifth Floor

Alexandria, VA 22314 USA

Telephone: +1 703 535 1001 Facsimile: +1 703 535 1007

REGIONAL OPERATIONS

Brussels, Belgium | Santiago, Chile | Accra, Ghana
Nairobi, Kenya | Kuala Lumpur, Malaysia | Chicago, IL USA

www.IRF.global