

Procurement for NAHASDA-Funded Purchasing, Contracting and Other Activities & Construction Administration Training



Event Details

WHO SHOULD ATTEND?

Tribally designated housing entities (TDHEs), tribes, housing specialists, contractors, and developers.

WHAT IS THE FOCUS?

Procurement Training: April 29-30, 2014

Training participants at all experience levels will gain the confidence and knowledge to conduct efficient and effective procurement that complies with HUD and other funding source requirements. This 2-day training addresses both management and construction development procurement. Training topics will range from careful preplanning and the basics of purchasing to unique factors in tribal housing purchasing, the practical how-tos of procurement planning and policy development, as well as specific regional issues. Attendees will have the opportunity to participate in hands-on group exercises that are designed to turn theoretical knowledge into daily practice.

Construction Administration Training: May 1, 2014

Learn how to manage construction in Native communities from the drafting table to the grand opening! Building upon the procurement principles taught in the April 29-30 class, this 1-day course will offer IHBG (Indian Housing Block Grant) grantees the skills to understand the process of construction administration. Training topics include basic skills, reading schematics and drawings, understanding the project manual, contracting, construction, and closeout. Topics of special interest include contracting for rehabilitation work and also special procurement and construction issues such as design-build, force account, small purchase, and non-competitive bids. Attendees will have the opportunity to participate in hands-on group exercises that are designed to turn theoretical knowledge into daily practice.

Attendees are not required to attend both classes. However, the courses are related and will provide an overall framework for the procurement and construction process.

TRAINING LOCATION

LaQuinta Inn and Suites
1416 N. Elk Vale Road
Rapid City, SD 57703
605-718-7000



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TRAINING AGENDA

Procurement Training

- On **Tuesday, April 29, 2014**, registration will begin at 8:00AM and training will take place from 8:30AM to 4:30PM.
- On **Wednesday, April 30, 2014**, training will begin at 8:30AM and last until 4:30PM.

Construction Administration Training

- On **Thursday, May 1, 2014**, training will begin at 8:30AM and last until 4:30PM.

TRAINING REGISTRATION

Tribes may utilize IHBG funds to cover travel-related expenses for this workshop.

HOTEL RESERVATIONS

A block of rooms has been reserved at LaQuinta Inn and Suites for workshop attendees. Special workshop rate: **\$83** single/double occupancy. The "Cut-Off Date" is **April 14, 2014**. Reservation requests received after the cut-off date will be accepted on a space available basis.

To make hotel reservations, please call the hotel directly at **1-605-718-7000**. Be certain to specify the **HUD** room block code.

HOTEL INFORMATION

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PARKING

Parking is available at the hotel, first come first serve, for hotel guests. Next door, Watiki Indoor Waterpark Resort also offers general admission parking.



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LOCAL TRANSPORTATION (TO/FROM AIRPORT)

Rapid City Regional Airport (RAP)

Shuttle: The hotel offers one voucher per person to/from airport. The second voucher will be \$20 per person. Reservations could be made at Airport Express Shuttle 1-800-357-9998.

Taxi: Local taxicabs are available. Rates are posted in the cabs or passengers can obtain rate information from the cab driver. Prices range from approximately \$25-\$30 one way (9.6 miles).

MEALS

All meals will be on your own.

