

Cost Estimating and Cost Management Capacity Building Workshop

August 11-13, 2010
Coffman Memorial Union, University of Minnesota Campus

Draft Agenda

Workshop Purpose and Objectives

Building on two previous workshops held in 2007-2008, this event will focus on risk management and contingency estimating, process. The objectives of the workshop are:

- To build expertise and capacity for planning and engineering professionals to implement the NCHRP Report 574 guidebook on cost estimating and cost management
- To learn how states are moving forward with the implementation of the guidebook or other initiatives related to cost estimating and cost management
- To share advances and lessons learned from other states' initiatives on cost estimating
- To develop action plans for initiatives in support of cost estimating and cost management implementation

Day 1

12:30pm Registration and Refreshments

1:00 **Welcome and Opening Comments**

Moderator: Laurie McGinnis, Center for Transportation Studies, University of Minnesota

- Jim Cheatham, Director of Planning, Federal Highway Administration
- Matt Hardy, Program Director of Policy and Planning, American Association of State Highway and Transportation Officials
- Tim Henkel, Modal Planning and Program Management Division Director, Mike Barnes, Engineering Services Division Director, Minnesota Department of Transportation

1:30 **Overview of NCHRP Report 574 Guidebook: Total Project Cost** – Stuart Anderson, Professor, Texas A&M University

2:15 Break

2:30 **Other Agency Experiences, Part I**

- Mike Ginnaty, Director of Project Scope and Cost Management, Minnesota DOT
- Greg Davis, Districts Contacts Administrator, Florida DOT
- Q&A

3:30 **Facilitated Discussion Groups**

- What do you see as the appropriate level of effort required for the basis of estimate for a baseline cost estimate?

- How do we ensure that a project's baseline estimate best matches its true final cost?
- What skills and competencies do we need in our workforce to effectively incorporate cost estimation and cost management into our organizations' ways of doing business?

4:30 **Summary of Group Discussions**

5:00 **Adjourn Day 1 to Reception**

6:00pm Reception Ends

Day 2

7:30am Breakfast

8:00 **Findings from NCHRP 8-60 – Guidebook on Risk Analysis Tools and Management Practices to Control Transportation Project Costs** – Keith Molenaar, Professor, University of Colorado Boulder

9:00 **Tools for Measuring Risk**

- Craig Actis, FHWA

9:30 Break

9:45 **Tools for Measuring Risk (Continued)**

- Terry Berends, Washington State DOT
- Jack Young, California DOT
- Q&A

10:30 **Other Agency Experiences, Part II**

- Thomas Nelson, Missouri DOT (invited)
- MPO Experience

11:30 Lunch

12:30 **Other Agency Experiences, Part II (Continued)**

- Mike O'Connor, Federal Transit Administration (invited)
- Lesly Tribelhorn, Montana DOT (invited)
- Q&A

2:00 **Large Group Brainstorming: Research and Actions Needed**
Facilitator: Gina Baas, Center for Transportation Studies

2:30 Break

3:00 **Large Group Brainstorming: Research and Actions Needed (Continued)**
Facilitator: Gina Baas, Center for Transportation Studies

4:30 **Adjourn Day 2**

Day 3

7:30am Breakfast

8:00 **Working Groups: Developing Research and Action Plans**

10:00 Break

10:15 **Working Group Reports**

10:45 **Concluding Remarks and Box Lunches**
Moderator: Laurie McGinnis, CTS

- Jim Cheatham, Director of Planning, Federal Highway Administration
- Matt Hardy, Program Director of Policy and Planning, American Association of State Highway and Transportation Officials
- Tim Henkel and Mike Barnes, Minnesota Department of Transportation

11:30pm **Workshop Adjourns**