

## 2013 Construction Training Webinars

### Session 3: CEI Contract Administration

Thursday, March 14, 2013; 10 am – Noon & 2 pm – 4 pm

The CEI Contract Administration Session will cover the types of CEI contracts, the process to acquire CEI services, division workloads, scoping the work, selection process, agreements, staffing, direct costs, project management by firm, invoicing, project evaluations and monitoring costs.

*Please note that the information presented in the afternoon session will be a repeat of the morning session. Please plan to attend one of the webinars scheduled, either a morning or afternoon session.*

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### Access Information for Session 3:

Conference call number: 919-662-4528

#### Join the meeting.

##### **Audio Information**

Audio has not been set up for this meeting.

##### **First Time Users:**

To save time before the meeting, [check your system](#) to make sure it is ready to use Microsoft Office Live Meeting.

##### **Troubleshooting**

Unable to join the meeting? Follow these steps:

1. Copy this address and paste it into your web browser:  
<https://www.livemeeting.com/cc/ncdot/join>
2. Copy and paste the required information:  
Meeting ID: F4KKQZ  
Entry Code: S]b&N\$;P6  
Location: <https://www.livemeeting.com/cc/ncdot>

If you still cannot enter the meeting, [contact support](#).

You may also contact the NCDOT HelpDesk at (919)707-7000.

##### **Notice**

Microsoft Office Live Meeting can be used to record meetings. By participating in this meeting, you agree that your communications may be monitored or recorded at any time during the meeting.

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**PDH Credit Information:** You are responsible for claiming and tracking the PDH credit hours for this training. Please keep a copy of the agenda for your records. An agenda may be found on the Construction Unit's web page: <https://connect.ncdot.gov/projects/construction/Pages/Construction-Meetings-Events.aspx>

**Evaluations:** We appreciate your feedback! Please complete an evaluation form regarding the webinar format and the topics covered. Thank you.