



## **DBE/MB/WB Contract Administration Training Workshop**

**October 21, 2015**

North Raleigh Hilton – Midtown  
3415 Wake Forest Rd, Raleigh, NC 27609

### **Registration**

**8:00 – 8:20 am**

### **Session 1**

**8:30 – 10:15 am**

Pre-Bid Process

Contract Requirements

Assistance in Obtaining Quotes

Committed and Non-Committed Subs

Good Faith Process

### **Break**

**10:15 – 10:45 am**

### **Session 2**

**10:45am – 12:30pm**

Project Monitoring and Record Keeping

Replacement of a Subcontractor

Payment Tracking

Prompt Payment

Question and Answer

Adjourn