

Consultant Advisory

2016-6

June 21, 2016

Training for the Subcontracting and Zero Sum Transfer Process Changes

Effective **August 1, 2016**, the revised consultant subcontracting and zero sum transfer processes will be implemented. **Training will be held on July 14, 2016 from 10:00am – 12:00pm.** Training will be provided in person as well as via webinar, however, in-person seating is limited. Please see training information and instructions, below, for participating in the webinar. **Detailed information will be sent shortly regarding the two new processes.**

Training: Consultant Subcontracting and Zero Sum Transfer Process Changes
When: 7/14/2016 10:00 AM – 12:00 PM
Where: MDOT Aeronautics Facility Auditorium
2700 Port Lansing Road
Lansing, MI 48906

Please park in Parking Lot C on the east side of Port Lansing Road

To join the meeting:

<http://michigandot.adobeconnect.com/r448cbr0hm6/>

Conference Number(s):

US (Toll): 1-719-234-7800
US (Toll Free): 1-888-850-4523

Audio Conference Details:
Participant Code: 242947

Instructions for participating in this webinar:

1. 15 minutes prior to the start of this webinar, select the URL listed above (located under "To Join the meeting")
2. On the Adobe sign-in page, select enter as a Guest option. (Please do not choose Adobe login ID; those are not given out by PES).
3. Type your FIRST & LAST name in the name field, then select the button that reads "Enter Room".

 Enter as a Guest

Name

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Questions regarding this
Consultant Advisory
should be directed to:

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4. In order to access the audio portion of the webinar, type your phone number in the pop-up box that appears and click join. If you prefer, you may access the audio by calling the conference number listed above using a telephone. **In the event the pop-up box does not appear or if your phone number is one with an extension, you must call into the conference at the number listed above using a telephone.** (Adobe Connect Audio is unable to recognize and call back a number that has an extension.)



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