

# Locally Administered Projects Training

## Spring 2026

### When:

Wednesday, May 13, 8:30 a.m. - 4:00 p.m. (Sign-in/breakfast starts at 8am)

### Where:

Maple Hill Farm Inn and Conference Center  
11 Inn Rd, Hallowell, ME 04347  
(Directions on second page)

### Cost:

\$60 per person

### Driving Directions:

**From the South:** Take I-95 Exit 109  
**From the North:** Take I-95 Exit 109A

### Local Project Administration Certification Registration Form

**Registration deadline: Friday, April 24**

**Municipality/Firm:** \_\_\_\_\_

**Full Name & Title** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**SUBMIT**

**Questions? E-mail:** [armand.j.paradis@maine.gov](mailto:armand.j.paradis@maine.gov) | Call: (207) 530-0938

*Please mail this form and payment to the following (not the State Treasurer's Office):*

**Maine Department of Transportation**  
Bureau of Project Development  
16 State House Station  
Augusta, ME 04333-0016

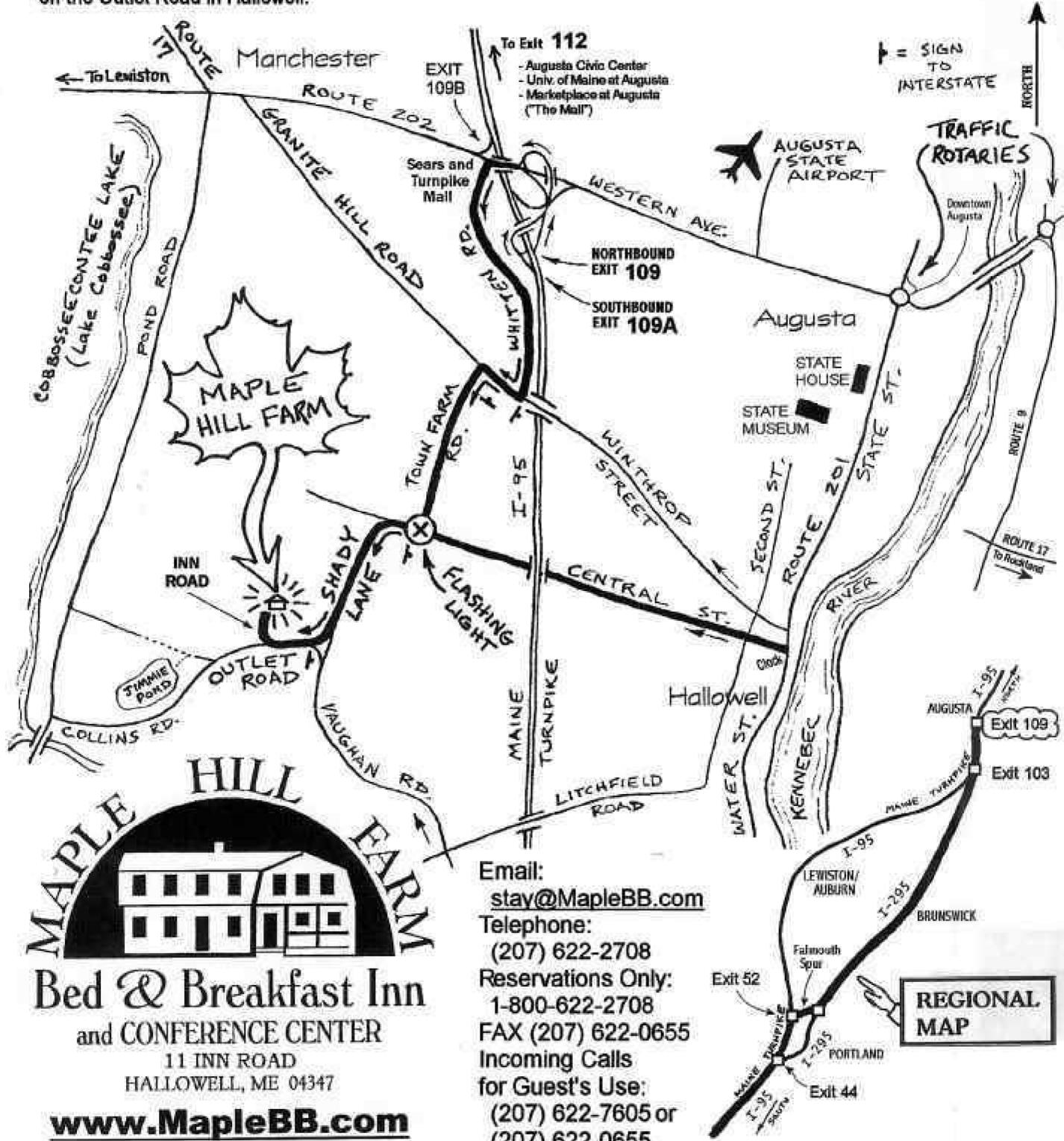
*Make checks payable to:*  
**Treasurer, State Of Maine**  
39 State House Station  
Augusta, ME 04333-0039

## DIRECTIONS TO MAPLE HILL FARM BED & BREAKFAST INN.

**From the South:** Take I-95 North. Take Exit 44 south of Portland onto I-295 North, or Exit 52 north of Portland onto the Falmouth Spur over to I-295 North. Continue taking I-295 North reconnecting with I-95 North just south of Augusta. Continue on I-95 North. Take Exit 109, the first Augusta Exit, off I-95.

**From the North:** Take Exit 109A, the last Augusta Exit, off I-95 South. [Don't take Exit 109B, since this just misses the next turn!]

**Then, from either direction:** On the exit ramp, bear left for Route 202 WEST (toward Winthrop), then as soon as you get onto Route 202 West, turn left onto Whitten Road at the first traffic light only a few feet from the end of the exit ramp. **Follow our blue and white signs** through a series of turns for 4 miles to Maple Hill Farm on the Inn Road (our driveway) off the Outlet Road in Hallowell.



# Local Project Administration Certification Course

Maple Hill Farm Inn, Hallowell, ME

May 13, 2026

## AGENDA

8:00 Arrival and sign-in, continental breakfast (provided)

8:30 Administration and Finance – AJ Paradis, LPA Coordinator

9:00 Hiring Consultants – Erin Binghalib, Contract Procurement Office Director

9:30 Project Delivery and Design – Jeff Tweedie, Multimodal Program

10:15 Break

10:30 Environmental Process – Danielle Tetreau, Environmental Office

11:00 Construction Administration – Thomas Stevens, Construction Manager

11:30 Americans with Disabilities Act – Theresa Savoy, ADA Coordinator

12:00 Lunch (provided)

12:45 Utility Coordination – Cheryl Dugal, Utility Coordinator

1:30 Right of Way Process – Andy Johnson, Senior Property Officer

2:15 Break

2:30 Title VI Requirements – Civil Rights Office staff

3:00 Disadvantaged Business Enterprises – Civil Rights Office staff

3:30 Davis-Bacon Wages – Civil Rights Office staff

4:00 Wrap-up and adjourn

**Note:** An online quiz will be posted following the training:

<https://www.maine.gov/dot/programs-services/guidance-for-locally-administered-projects/certification-training-materials>

- Click on LPA Quiz
- Due by the end of the workday on **Friday, May 29, 2026**