

REGION VII HEAD START ASSOCIATION (R7HSA) INTENSIVE TRAINING SERIES (ITS)

Understanding the Basics of Facilities from Site Selection to Renovation to Ground-up Projects

DATE: November 17, 2021

Registration Fee: \$439

SESSION AGENDA:

Understanding the Basics of Facilities

9:00am to 10:00am

- *Leasing vs ownership*
- *Health and safety*
- *Maintenance and repairs*
- *Property condition assessments*
- *Resources*

The 1303 Application Process and Procedures

10:15am to 12:00pm

- *1303 application defined*
- *Triggers for the 1303 application*
- *The Pre-application checklist (1-24)*
- *Team building*
- *Advanced use of funding*
- *Resources*

Site Selection

1:00pm to 2:00pm

- *Finding the right site or existing building*
- *Due diligence*
- *Major renovation of older buildings*
- *New construction*
- *Modular units*
- *Architectural guidelines*
- *Resources*

Environmental Site Assessments Phase 1 and Beyond

2:15pm to 3:00pm

- *The basics of the assessment and report*
- *Requirements for the 1303 application*
- *Reading the ESA Phase 1 report*
- *What if hazards are found*
- *ESA phase 2*
- *Best practices*

Project Budgeting and Procurement when using Federal Funds

3:15pm to 4:00pm

- *Definitions*
- *The bidding process*
- *The Davis Bacon Act*
- *Budgets*
- *Contingency*
- *Record keeping*
- *Use of professionals*

SESSION TRAINER:



SCOTT SAMBORSKI is experienced and knowledgeable in all aspects of construction having worked over 35 years as a Real Estate Developer and General Contractor. Scott has also had the unique opportunity to serve as a leading consultant in respect to Head Start Facilities having served in various roles including his most recent position as a Real Properties Facilities con-

sulting expert to the Office of Head Start. Scott understands all aspects of federal facilities including facility planning and funding applications (1303s), new construction and major remodels, federal interest, facility assessments, SF-429s, deviations and dispositions. Scott Samborski understands regulations when it comes to facilities!

It is no secret that facility projects are complex; however, Scott believes that with the right support and consultation, grantees can experience success with any facility project, large or small, getting it right the first time! From consulting and building capacity at the federal level to providing direct support to local grantees with real property management, including expediting funding requests to compliance with federal regulations, Scott is positioned as a leader in the field of Head Start Facility Consultants to assist your organization with all your facility needs.

For additional information regarding Scott's experience and credentials, visit: www.sdcbuild.com. Email: scott@sdcbuild.com



Region VII Head Start Association

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