



**Finance & Contract  
Administration Council Meeting**  
**July 25 - 26, 2019**  
**Indianapolis, IN**



**Putting all the Pieces Together for a  
Winning Outcome**

**On-Site Program Agenda**



The WWEMA F&CA Council Meeting is a must-attend event for anyone working with contracts or having financial responsibility for their organization. The meeting offers attendees an opportunity for education related to contract and finance administration using an interactive and engaging format that promotes learning and networking. Experts will cover a range of issues from terms and conditions, finding and correcting contract flaws, creating the right contract for the right procurement process, negotiating change orders, and more. Find out what you need to know for *Putting All the Pieces Together for a Winning Outcome!*

Meeting Location:

**Law Offices of Barnes & Thornburg LLP**  
11 S. Meridian Street, 5<sup>th</sup> Floor  
Indianapolis, IN 46204

Hotel:

**Hilton Garden Inn Downtown Indianapolis**  
10 East Market Street  
Indianapolis, IN 46204  
(317) 955-9700

## On-Site Program Agenda

### Wednesday, July 24

**6:00 – 8:00 p.m.**

*Yard House, 15 W. Maryland Street*

**Networking Get Together**

### Thursday, July 25

**7:30 – 8:30 a.m.**

*Law Offices of Barnes & Thornburg LLP*

**Registration**

**8:30 – 8:45 a.m.**

**Welcome and Introductions**

*Charles Jenkins, F&CA Program Chair & Meeting Facilitator, Heyward Incorporated*



**8:45 – 10:15 a.m.**

**Find the Flaws**

*Alan Fishel, Partner, Arent Fox LLP*

It's time to play *Find the Flaws™*. This highly interactive presentation will help empower you to identify and avoid common contract crafting pitfalls. You will have an opportunity to jump right in and analyze common-but-challenging provisions, spot the issues, and discuss risk mitigation techniques. This engaging speaker will have you marveling at how much you have learned and how quickly the time flies.

**10:15 – 10:30 a.m.**

**Break**



**10:30 a.m. – 12:00 noon**

**Alternative Procurement Mechanisms, Contract Language, and Risk – What You Need to Know**

*Roy Epps, Senior Vice President of Water and Wastewater, The Walsh Group*

Technology manufacturers are seeing a growing number of projects using alternative procurement mechanisms such as design-build, progressive design-build, CMAR, and P<sup>3</sup>s. Each is unique and different from the traditional design-bid-build process. This presentation will look at each of these different procurement mechanisms and provide insights into the appropriate supplier contract language to reduce and mitigate risks.

**12:00 – 1:00 p.m.**

**Networking Lunch**

*Law Offices of Barnes & Thornburg LLP*

### All Sessions are CPE Accredited!



Codes provided to attendees by the speakers after completion of each session.

### 2019 Planning Committee

**James Brown**, *Experienced Corporate Counsel*

**Susan Button**, *Xylem Inc.*

**Darlene Golden**, *De Nora Water Technologies, Inc.*

**Charles Jenkins**, *Heyward Incorporated*

**Josh Jones**, *Tencarva Machinery Company*

**Cindy Pippel**, *Aqua-Aerobic Systems, Inc.*

**Shantel Resch**, *Vapex Environmental Technologies*

**Cathy Ross**, *Xylem Inc.*

**About WWEMA**— WWEMA is the non-profit trade association representing water and wastewater technology manufacturers and service providers since 1908. We advocate, inform, and connect our members with key policy and decision-makers and help our members increase their competitiveness and profitability in the U.S. and abroad. Our members supply the most sophisticated leading-edge technologies and services, offering solutions to every water-related environmental problem and need facing today's society. Visit us at [www.wwema.org](http://www.wwema.org). For membership information, contact Vanessa Leiby at [vanessa@wwema.org](mailto:vanessa@wwema.org) or Tina Wojnar at [tina@wwema.org](mailto:tina@wwema.org) or call (703) 444-1777. We invite you to follow us on Twitter @WWEMAtweets.

**1:00 – 2:00 p.m.**

**Is Your Company Struggling with How to Manage Contracts? – A Contract Lifecycle Management System May Be the Answer**

*Cathy Ross, Contracts Administrator Xylem, Inc.*

While companies have automated processes in most aspects of their business, many have been reluctant to change the way they manage their contracts. While we struggle to use email and spreadsheets, Contract Lifecycle Management (CLM) software offers a solution to store contracts, manage workflow and approvals, uses artificial intelligence, provides analytical reporting, and so much more. CLM can improve efficiency and consistency, reduce risk, increase revenue, and streamline the entire contract process. We'll discuss if your company is ready to consider a CLM solution, review the features and functionality that are currently available, and evaluate the benefits of CLM along with the potential pitfalls of implementation.

**2:00 – 3:30 p.m.**

**How to Negotiate a Successful Change Order**  
*Rory Roman, Senior Project Manager, WRT, LLC*

The best contracts are ones that don't require change orders but that rarely happens. Find out what you need to know and steps you need to take to minimize your risk of change orders when a contract is first signed, as well as how to reduce risk if a change order is needed. Based on years of personal experience, this interactive presentation will help you minimize costly changes, saving you time and money.

**3:30 – 3:40 p.m.**

**Break**

**3:40 – 4:30 p.m.**

**Tariffs and Quotas and Trade, Oh My!**  
*Vanessa Leiby, Executive Director, WWEMA*

In addition to Buy America(n) and American Iron and Steel (AIS) requirements, technology companies are faced with a constantly changing landscape of tariffs and quotas under the current Administration. This presentation will provide an update on the current landscape of tariffs, quotas, and trade and provide links to resources and information to help you navigate the ever-changing waters.

**4:30 p.m.**

**Adjourn**

**Earn (CPE) Credit**

The Construction Financial Management Association (CFMA) is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: [www.learningmarket.org](http://www.learningmarket.org).



**5:30 – 8:30 p.m.**

**Networking Event and Dinner – The Escape Room**

200 S. Meridian Street, Suite 200

Join your colleagues for a fun and interactive adventure game designed to test your sleuthing and teamwork skills! You and your team will be locked into one of five theme rooms—Space 2112, Art Gallery, Bank Heist, Contagion, or KGB Interrogations. You will have 60 minutes to find clues, solve puzzles, and discover keys and combinations to escape your room before your time is up. Afterwards, relive your adventures at dinner in the Lounge Room, catered by Prime 47.

**Friday, July 26**

**8:30 – 9:00 a.m.**

**Registration**

Law Offices of Barnes & Thornburg LLP

**9:00 – 10:30 a.m.**

**Contract Killer Clauses & How to Neutralize Them**  
*Brian Perlberg, Executive Director and Senior Counsel for ConsensusDocs*

The most important and unfair contract clauses cause a 20% premium on prices and lead to failed projects and litigation. What are examples of poorly drafted "killer clauses" and how can you avoid them to get better project results? You will learn to identify the clauses that impact your bottom-line like work scope, payment, differing site condition, indemnification, and how you can leverage ConsensusDocs standard contract provision and other strategies as part of your contract negotiation strategies toolbox.

**10:30 – 10:45 a.m.**

**Break**

**10:45 – 11:45 a.m.**

**Is Your Accounting House in Order? Emerging Issues Update**

*Nickie Redick, Director, BKD CPAs & Advisors*

Accounting and reporting issues in the construction industry are constantly changing. In this session, you will hear the latest accounting and standards updates on FASB, AICPA, Private Company Council and others that could impact the construction industry. Implementation and guidance on the new Revenue Recognition and Leasing standards will be discussed as well. With the implementation dates for non-public companies rapidly approaching, staying abreast of the developments around these new standards will be important as ever. Future projects that FASB is considering will also be shared with attendees.

**11:45 a.m. – 12:00 noon**

**F&CA Council Meeting Wrap-Up and Adjournment**  
*Charles Jenkins, F&CA Program Chair & Meeting Facilitator, Heyward Incorporated*





# WWEMA 2019 FINANCE & CONTRACT ADMINISTRATION COUNCIL MEETING

WWEMA is continuing to keep registration fees as low as possible for this meeting. The first two registrants from the same WWEMA-member company can register for \$395 each. Subsequent attendees from the same company can then register at \$295 each. Non-member company registration is \$595. Please complete and return this form along with the registration fee by **July 22, 2019**.

Online registration information is available at <https://wwema.org/finance-contract-administration-council/>

*Please make copies of this form for additional registrants*

## 1. CONTACT INFORMATION / Please complete information

Full Name:		Name for Badge:	
Title:			
Company:			
Street Address:			
City:	State:	Zip Code:	
Phone:	Email:		
*Do you have food allergies or dietary restrictions? If yes, please list:			

## 2. REGISTRATION FEE / Please indicate quantity and amount

		Quantity	Amount
WWEMA Member-First Two Registrants	\$395 each		
WWEMA Member-Additional Registrants	\$295 each		
Non-member Registrant	\$595 each		

## 3. PAYMENT INFORMATION / Please check payment method box and complete credit card billing information if applicable

<input type="checkbox"/> Check (enclosed)	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Visa	<input type="checkbox"/> Amex
Name on Card:			Security ID:
Card Number:			
Expires:			
Billing Address for Card:			

## 4. OPTIONS TO SUBMIT FORM

- Complete form and mail with payment to: WWEMA, 540 Fort Evans Road, Suite 304, Leesburg, VA 20176-3379
- Scan completed form and send via Email to: [susi@wwema.org](mailto:susi@wwema.org)
- Register online at <https://wwema.org/finance-contract-administration-council/>
- Please call us with any questions (703) 444-1777

### CANCELLATION POLICY:

A full refund of all F&CA Council Meeting registration fees (less a \$55 processing fee) will be issued on all cancellations received by June 27, 2019. Thereafter, a 50% refund will be issued on cancellations received by July 12, 2019. No refund will be issued for cancellations made after July 12, 2019.

## 5. HOTEL INFORMATION

A block of hotel rooms for the nights of July 24 and July 25, 2019 are being held for the 2019 Finance & Contract Administration Council Meeting at the Hilton Garden Inn Downtown Indianapolis, located at 10 East Market Street, Indianapolis, IN 46204. Rooms are also available pre- and post-conference. The rate is \$169.00/night plus tax. The cut-off date is **June 27, 2019** or until the group block is sold-out. To make your reservation, call the hotel at (317) 955-9700 and reference the WWEMA Finance & Contract Administration Council Room Block (Group Code: WWEMA7) or book online at [WWEMA Finance & Contract Administration Council Meeting](#).