

**Federal Transit Administration (FTA)  
 Project Management Oversight (PMO)  
 Vendors Day Information Session  
 Agenda  
 Friday, January 11, 2008  
 Morning Session(8:30AM to 12:00PM)  
 Afternoon Session(1:30PM to 5:00PM)  
 U.S. DOT Headquarters-West Building  
 Oklahoma Conference Room  
 Washington, DC 20590**

**Attendees: FTA** – Representatives from TAD (Office of Administration), TPM (Office of Program Management), TCC (Office of Chief Counsel) and Office of Small Disadvantage Business Utilization (OSDBU)

**Industry** – Prospective PMO Contractors

<b>----- Agenda Topics (Both Sessions) -----</b>	
<b><u>Topic</u></b>	<b><u>Minutes</u></b>
Welcome / Opening Remarks – TPM Associate Administrator	5
Welcome / Opening Remarks – TAD Associate Administrator	5
Pre-solicitation Preview – Office of Procurement – Acting Office Director	15
Small Business Outreach - OSDBU	10
PMO Program Overview – Office of Engineering – Office Director	25
Organizational Conflict of Interest - Office of Chief Counsel – Asst. Chief Counsel	15
Break	20
Question & Answer Session – Industry / FTA	50
Closing Remarks – Office of Procurement – Acting Director	5
Vendor Networking Time	60