

NEW ACCOUNTING GUIDELINES MEAN A DIFFERENT  
WAY OF DOING BUSINESS WITH TDOT  
***ESPECIALLY FOR SMALL FIRMS.***



*Host*

# COMPLYING WITH AASHTO/FAR ACCOUNTING REQUIREMENTS

SMALL FIRM PROGRAM  
WEDNESDAY, AUGUST 25, 2010  
1 - 5 PM

AASHTO AUDIT GUIDE  
THURSDAY, AUGUST 26, 2010  
8 AM- 3 PM

EMBASSY SUITES HOTEL  
MURFREEBORO

*10 PROFESSIONAL DEVELOPMENT HOURS*

## WHO SHOULD ATTEND?



Any small, instate consulting firms performing transportation related work for local, state and federal agencies should attend.

Small consulting firms interested in doing business, or continue doing business, with the TN Department of Transportation are encouraged to attend this informative program on the new AASHTO Audit Guide as it relates to FAR regulations.

Although the information deals with accounting, it is presented so that engineers working and negotiating with the TDOT may relate it to their work. The information is valuable for any engineer negotiating contracts on the consultant side and for DOT engineers negotiating contracts or reviewing and approving payments.

## WHY SHOULD YOU ATTEND?



The AASHTO Audit Guide changes the compliance requirement for instate Engineering, Surveying and Architectural firms, requiring compliance with all FAR Accounting requirements,

no matter the firm's size. You must be familiar with the guidelines.

## WHAT ARE YOU GOING TO LEARN?



The program includes requirements for accounting systems, best practices for documentation and accounting software. The presenter, well versed in the AASHTO/FAR regulations, will be

advising you on compensation planning and managing your firm's overhead. By the new guide, allowable and unallowable costs will be discussed.

## HOW IS THIS INFORMATION GOING TO BE PRESENTED?



Along with the lectures, this seminar gives participants the opportunity to discuss issues with a CPA familiar with the FAR accounting requirements and necessary implementation strategies.

Also, the new standardized Internal Control Questionnaire will be discussed in the context of small firm compliance.

## WHO ARE THE PRESENTERS?



**Richard Emerson**, TDOT External Audit Fiscal Director and **Wayne Owens**, CPA and frequent national panelist on the AASHTO Audit Guide.

Mr. Owens' experience includes over 30 years of consulting, auditing and financial management with much of the last 10 years devoted to working solely with the A/E industry. He was a member of the AICPA/AASHTO Audit and Accounting Guide Task Force. Mr. Owens leads the A/E Industry team for *Deemer Dana & Froehle, LLP*.

## WHAT IS THE COST?



### Small Firm Program on Aug. 25

TDOT Employees	\$25/person
ACEC/TSPE Members	\$100/person
Non-Members	\$150/person

### AASHTO Audit Guide on Aug 26 (includes lunch)

TDOT Employees	\$25/person
ACEC/TSPE Members	\$175/person
Non-Members	\$250/person

### Both Sessions

TDOT Employees	\$50/person
ACEC/TSPE Members	\$225/person
Non-Members	\$350/person

## Registration Form

Name: \_\_\_\_\_

Firm/TDOT: \_\_\_\_\_

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

Amount Enclosed: \_\_\_\_\_

Name of your Accounting System

(QuickBooks, Peachtree, etc.)

\_\_\_\_\_  
(Presenter needs this information in order to better target his presentation.)

**Send completed Registration Form with payment (made out to ACEC-TN) to:**

**Ms. Judy Logue**  
**ACEC of TN**  
**800 Fort Negley Boulevard**  
**Nashville, TN 37203**

**Registration and payment due by**  
**August 18, 2010**