

COUNTY ENGINEERS ASSOCIATION OF MARYLAND

FALL 2018 CONFERENCE

September 19-21, 2018



Princess Royale Oceanfront Resort & Condominiums
91st Street, Oceanfront
Ocean City, Maryland 21842

CEAM President: Erv Beckert, P.E.
Prince George's County



Conference Host County: Calvert County
Conference Chairwoman: Danielle Conrow, P.E.



COUNTY ENGINEERS ASSOCIATION OF MARYLAND FALL 2018 CONFERENCE

Dear Fall Conference Invitee,

The 2018 CEAM Fall Conference will be held **September 19-21, 2018** at the Princess Royale, in beautiful Ocean City, Maryland. All of us responsible for planning and organizing this year's conference are pleased to offer you a diverse and relevant program which will contribute to your personal professional development and help the association fulfill its mission of improving the quality of public works services provided by counties in the State of Maryland. The conference technical program will provide an opportunity to earn **several Professional Development Hours** over two days.

Be sure to sign up for the annual **Fall Golf Tournament** to be held on **Wednesday September 19, 2018**, at the Bay Club ([click this link for club website](#)). Sign-in starts at 8:00 AM with a shotgun start at 9:00 AM. Join your colleagues for an informal and relaxed afternoon on the links. The golf registration fee includes green fees, cart rental, range balls and prizes! A portion of the proceeds go to support CEAM's scholarship program.

Payments and registration for the golf tournament, conference, sponsorships, and for exhibitors are now entirely on-line (no mail-in registrations or payments accepted).

The Princess Royale ([click this link for hotel website](#)) is offering the full range of accommodations. You must make your room reservations directly with the Hotel online (go to <http://www.princessroyale.com>, and go to the Groups Page, click on Book Now, enter the dates of arrival and departure, number of adults per room, group code 4100, and click BOOK NOW! This will allow for the Conference Rates). Please make them early! The conference room block is available for a limited time. I strongly encourage you to make reservations before this date to receive the discounted rate.

Please see the enclosed registration materials for more details. **Deadline for conference registration and payment is September 7, 2018.** If you have any questions, special requirements, or need additional information about the conference, please contact me at danielle.conrow@calvertcountymd.gov or by phone at 410-535-2204 x 8575. Direct all questions regarding registration to the CEAM Administrator, Dan DeWitt at webmaster@countyengineers-md.org (preferred communication mode) or by phone at (301) 707-4717 (after 4PM).

The registration package may be downloaded by visiting the [CEAM website](#). Also, if you are interested in membership or wish to renew your membership, now is the time! You may also apply for/renew membership online ([simply click this link to start the membership application](#))

On behalf of the County Engineers Association of Maryland I can say that we all look forward to seeing you!

Danielle Conrow, P.E.
Deputy Director, Engineering & Highways
Calvert County Public Works Department

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FALL 2018 CONFERENCE

September 19-21, 2018

Princess Royale
Oceanfront Resort & Condominiums
91st Street, Oceanfront
Ocean City, Maryland 21842

The CEAM Fall Conference will be held September 19-21, 2018 at the Princess Royale in Ocean City, Maryland. The Fall Golf Tournament will be held on Wednesday September 19, 2018, at the Bay Club.

GOLF TOURNAMENT

The Golf Tournament will be held at the Bay Club on Wednesday, September 19th. Sign-in is at 8:00 am with a shotgun start at 9:00 am. This will be a Captain's Choice/Scramble. Handicaps will be used in the scoring. Refer to the Golf Registration Form for rules and directions. Golf awards will be presented at the Wednesday evening opening reception.

Golf sponsorships are also available. Please consider being a sponsor. Contact Justin Acacio at (443) 545-4686 or jacacio@gfnet.com or Jeremy Cooper at (410) 363-1555 or jcooper@balterco.com.

GOLF TOURNAMENT REGISTRATION FEES

Golf tournament registration fees cover the golf tournament only. It does not cover the conference registration.

REGISTRANT TYPE	Cost
Government Employee	\$ 50
All Others	\$100

CONFERENCE REGISTRATION FEES

Conference registration fees cover the full conference expenses (i.e., attendance for all sessions and all meals). This fee does not include golf tournament registration.

REGISTRANT TYPE	Cost
CEAM Member	\$250
Non-Member	\$300
Guest (two evening events) - (note: no discount offered for attendance at only one event)	\$150

CONFERENCE AND GOLF REGISTRATION & PAYMENT INSTRUCTIONS

- **The DEADLINE for online registration for the Conference and the Golf Tournament is September 7, 2018.**
- **ALL REGISTRATIONS AND PAYMENTS MUST BE DONE ONLINE.**
- Please visit <http://www.countyengineers-md.org> and follow the instructions. Payment must be via VISA, MasterCard or Discover. American Express is not accepted.
- All required registration information will be collected online. Upon completing the registration form, you will be automatically redirected to the Checkout Page.
- Please direct questions regarding online payment to Dan DeWitt at webmaster@countyengineers-md.org (preferred mode of communication) or by phone at (301) 707-4717 (after 4PM).

SPECIAL NOTE REGARDING GOLF REGISTRATION

Golfers are asked to coordinate your foursomes with the registration packages when possible. If you are including other conference attendees or guests with your conference payment, please identify them.

SPECIAL NOTE REGARDING MEMBERSHIP STATUS AND REGISTRATION

- Anyone with questions concerning their CEAM membership status should contact the CEAM Administrator, Dan DeWitt at webmaster@countyengineers-md.org (preferred communication mode) or by phone at (301) 707-4717 (after 4PM).
- Registrations submitted as 'Members' for individuals who are currently not a member in good standing will receive notification that the balance of the payment must be received before registration is complete.
- Alternately, individuals may submit a membership application (complete with payment) at the time of registration to receive the discounted member rate.

EXHIBITORS

- **Exhibit Booths are available at a rate of \$1,000. Exhibitor fee includes:**
 - General sponsorship,
 - **Full conference registration for 3 attendees which includes breakfast, lunch, dinner and all refreshment breaks both days for 3 persons**
 - One 6-foot Table, skirted with 1 chair
 - Access to one 110-Volt, single phase outlet
- Any additional equipment/service requirements outside the Booth Registration package are the responsibility of the Exhibitor. If additional AV Equipment is required a list can be supplied with fees and payment instructions.
- **Reservations will be taken on a first come - first served basis on-line. No mail-in registrations will be accepted.**
- On-line registration and payment for Exhibit Booth is due on or before September 7, 2018.

SPONSORSHIPS

Conference and golf sponsorships are available. Help support our Association and Scholarship Fund. A Conference and Golf Sponsorship Registration forms are all completed online. Sponsors who register by **September 7, 2018** to sponsor the conference will have their logo included on the agenda. For more information, please contact Justin Acacio at (443) 545-4686 or jacacio@gfnet.com or Jeremy Cooper at (410) 363-1555 or jcooper@balterco.com.

Thank you to our Associate Members and especially our conference and golf sponsors! Without their contributions and hard work, the conference would not be a success.

TYPES OF SPONSORSHIPS AVAILABLE

DESCRIPTION	2017 Sponsorship Fee
General Sponsor (Displayed the entire conference)	\$300
Wednesday Evening Opening Reception	\$750/Each
Thursday Continental Breakfast	\$600/Each
Thursday AM Break	\$500
Thursday PM Break	\$500
Thursday Evening Seafood Feast	\$750/Each
Friday Breakfast	\$600/Each
Friday AM Break	\$500
Friday PM Break	\$500
Golf Hole Tee Sponsorships	\$250/Each (18 available)
Golf Closest to the Pin Sponsorships	\$300/Each (4 available)
Golf Donuts and Coffee Break	\$100/Each

PROFESSIONAL DEVELOPMENT HOURS

The CEAM Fall Conference is a great opportunity to earn up to PDH credits to meet professional engineering licensing requirements. See the enclosed draft agenda for conference topics. Please note that PDH certificates will be emailed to attendees after the Conference. Be sure to sign in using the Sign-In Sheet for each session that you attend. You should receive your certificates via the email you provided at registration no later than October 31, 2018. If you do not receive your PDH certificates by October 31, 2018 for the sessions you attended, please contact Dan DeWitt at webmaster@countyengineers-md.org.

ASSOCIATE MEMBER RECEPTION

The Associate Members are offering an opportunity for fellowship, with some fine desserts and drinks at a reception Thursday evening at the Hotel Indoor Pool Area following the Seafood Feast. Those wishing to reserve a hospitality suite should complete the Vendor Form via the form included in this packet.

URGENT: ALL HOSPITALITY SUITE RESERVATION FORMS MUST BE SENT DIRECTLY TO THE HOTEL. CEAM will NOT be responsible for processing payment and/or forwarding the reservation information to the hotel. PLEASE COORDINATE DIRECTLY WITH THE HOTEL IF YOU ARE INTERESTED IN RESERVING A SUITE!

CONFERENCE DRESS CODE

The conference encourages a casual atmosphere. The Wednesday evening opening reception is casual. The Thursday night Seafood Feast is business casual.

AWARDS / ATTENDANCE PRIZES

Individual CEAM Awards (i.e. County Engineer of the Year; Associate Member of the Year; Meritorious Service Award; etc.) for 2018 will be presented as part of the Seafood Feast on Thursday evening. Golf Awards will be presented at the Wednesday evening opening reception. The CEAM Project Award Winners will be announced Thursday morning and given time during a Thursday afternoon session to present information regarding their projects. Attendance prizes will be awarded at the Thursday and Friday technical sessions. You must be present to win.

ACCOMMODATIONS AT THE PRINCESS ROYALE RESORT

The Princess Royale ([click this link for hotel website](http://www.princessroyale.com)) is offering the full range of accommodations. You must make your room reservations directly with the Hotel online (go to <http://www.princessroyale.com>, and go to the Groups Page, click on Book Now, enter the dates of arrival and departure, number of adults per room, group code 4100, and click BOOK NOW! This will allow for the Conference Rates). Please make them early! The conference room block is available for a limited time.

REFUND/BILLING POLICY

Any overpayment as a result of registration error on the registrant's part (this includes duplicate payments), late cancellation, or failure to attend/participate as indicated on the registration form will not be refunded, but considered a donation to CEAM. Refunds will be considered only upon specific request and approval of the Conference Chairman. **No refunds will be granted for cancellations after September 7, 2018.**

The CEAM will bill any conference participant who fails to pay or underpays conference registration fees due to errors in registration, additional guests or participation in activities not identified on the conference registration forms.

THANK YOU for your interest in the CEAM Fall Conference!

We look forward to serving you and hope you enjoy your time in beautiful Ocean City, MD!



COUNTY ENGINEERS ASSOCIATION OF MARYLAND FALL 2018 CONFERENCE

WEDNESDAY, SEPTEMBER 19, 2018
FALL CEAM SCHOLARSHIP GOLF TOURNAMENT

The Bay Club
9112 Libertytown Road
Berlin, MD

GOLF RULES AND INFORMATION

1. **Format:** "CAPTAIN'S CHOICE/SCRAMBLE" -- All players hit their tee shots -- team chooses the best drive/hit, and all players play from that position -- repeat process until the ball is holed out -- record team score. When placing the ball at the selected shot, use the following guidelines: fairway/rough/fringe of green -- one club length, sand traps -- one club length. Place the ball on the green one putter head length (6" ±). Remember, when placing the ball, the ball position cannot be closer to the hole.
2. **The "Scoring Factor":** Utilizing the team with the lowest total handicap as the "base", remaining teams receive a scoring factor which is determined by multiplying the team's total handicap differential with the base team by a factor of 0.14! **NOTE: The difference between the team's lowest handicap players and the highest cannot be greater than 20 strokes. Maximum handicap allowed is "30"!**
3. **Team and individual gift certificates** will be awarded after a casual lunch being served at the Mulligan's Grill (located at the golf course). ***The winners may easily redeem these gift certificates in the Pro Shop before leaving the course.*** There will be "gross" and "net" team prizes, as well as a prize(s) for Closest to the Pin.
4. **Special Prize Drawing:** There will be some great golf prizes for registered golf participants. The drawing will take place at the Wednesday dinner at the Princess Royale following the completion of the tournament. **YOU MUST BE PRESENT TO WIN!!!**
5. **EARLY REGISTRATION** - Due to market demand, there is great pressure on the course to accept all tee time reservations from the general public. Therefore, get your reservations in early this year so that we can reserve as many holes as possible for our shotgun start.
6. **PLEASE REMEMBER** - We expect many players this year and although we are using a shotgun start, **PLEASE PLAY QUICKLY.** The course marshals will be polite, but will keep you moving. Their goal: 4+1/2 hours or less.
7. In case of ties, winners will be decided through a playoff of cards, starting with the number 1 ranked handicap hole.

GOLF EVENT QUESTIONS:

Danielle Conrow
Conference Chairwoman
410-535-2204 x 8575
Email: danielle.conrow@calvertcountymd.gov

Direct all questions regarding registration (EMAIL PREFERRED) to:

CEAM Administrator, Dan DeWitt
Email: webmaster@countyengineers-md.org
Phone: (301) 707-4717 (after 4PM).



RESERVATION & CREDIT CARD AUTHORIZATION FORM FOR CEAM Hospitalityes

Hospitality Suite (\$119.00 plus tax, per night)

Arrival Date:_____ Departure Date_____

Do you want the bed removed ? _____ YES (there is a \$30.00 add'l charge)_____NO

Do you want skirted tables placed in the room or on the patio? ____YES _____NO (\$20.00 per table over the 2 tables provided) I would like _____skirted tables

For Additional Vendor Guest Room (only one at \$49.00 plus tax per hospitality suite)

For: (Guest Name) _____

Arrival Date: _____ Departure Date:_____

- Charges Authorized: _____ Room and Tax
_____ Meals
_____ Beverages
_____ Other (Please Specify _____)
_____ Dollar Amount_____

Cardholder Name: _____

Company: _____

Address: _____

Email Address: _____ Cell # _____

- Credit Card Type: _____ American Express (3.5% fee added)
_____ Diners Club _____ Discover
_____ MasterCard _____ Visa

Credit Card Number: _____ Expiration Date: _____

Cardholder Signature: _____

Date: _____

FORM MUST BE RETURNED DIRECTLY TO HOTEL - DO NOT RETURN TO CEAM.

Please include with this form a copy of both the front and back of the credit card. The first night's stay will be charged to your card when the reservation is made. You will receive a confirmation email.