

29th IRMI Construction Risk Conference

November 1-5, 2009
Gaylord National
201 Waterfront Street
National Harbor, MD 20745
(301) 965-2000

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Hotel

Check-in time at the Gaylord National is 3:00 p.m. and checkout time is 11:00 a.m. If you arrive prior to check-in time, you can leave your bags at the bell stand at no charge while you wait for your room to be ready. If you need to store your bags on your checkout day, the bell stand is available as well.

The resort fee includes complimentary local and 1-800 telephone calls (first 20 minutes), **high-speed Internet access**, daily newspaper, bottled water, and Fitness Center access.

If you have questions about your hotel reservation, please call Campbell Travel at (800) 501-2570 [in Dallas or international, call (972) 716-2570] and ask for the IRMI Desk. Or e-mail Campbell at IRMI@Campbelltravel.com.

For information regarding additional hotel services, visit the [Gaylord National](#) Web site.

Transportation/Directions

Gaylord National is a 20-minute drive from Reagan National Airport and within a 45-minute drive from Dulles International Airport and Baltimore/Washington International. It is approximately a 30-minute drive from Union Station in Washington, D.C. Transportation to the hotel is available by shuttle or taxi.

If you will be renting a vehicle, valet parking and self-parking are available at Gaylord National at the following rates: valet parking—\$28 a night, self parking—\$19 a night.

Transportation options and driving directions from the airports and train station are shown below.

To and from Reagan National Airport

Shuttle Service

[Super Shuttle](#) provides exclusive express shuttle service to and from Reagan National Airport. This service departs every 20 minutes from the Reagan National baggage claim and every 20 minutes from Gaylord National's front door to Reagan National Airport. Reservations are not required but can be made by calling (800) 660-8000 or visiting www.supershuttle.com. Upon your arrival, go to the Super Shuttle desk located in each baggage claim to purchase your ticket. Super Shuttle personnel will advise you where to wait for your shuttle. The Gaylord Super Shuttle operates between 6:00 a.m. and 8:00 p.m. daily and as needed after 8:00 p.m.

Ticket prices: \$18 one way, \$32 round trip

Taxicab

Taxicabs are available outside the baggage claim area. Average one-way cab fare is approximately \$23.

Driving Directions

Directions to Gaylord National from Reagan International Airport

- Start out west on Aviation Drive
- Stay straight to go onto Abingdon Drive
- Stay right toward US-1/I-66/Crystal City
- Stay right onto VA-233
- Merge onto US 1 South
- Take the I-95/I-495 ramp toward I-295/Baltimore
- Merge onto I-495 Local East/I-95 Local North/Capital Beltway via the ramp on the left (passing through District of Columbia), then crossing into Maryland
- Take the National Harbor exit, Exit 2A
- Keep right at fork in the ramp
- Stay straight to go onto National Harbor Boulevard
- Turn right on Waterfront Street
- Gaylord National is on the right

To and from Dulles International Airport

Shuttle Service

[Super Shuttle](#) service is available to and from Dulles International Airport and Gaylord National. Reservations are recommended, (800) 660-8000 or www.supershuttle.com.

Ticket prices: \$43 each way

Taxicab

Taxicabs are available outside the baggage claim area. Average one-way cab fare is approximately \$78.

Driving Directions

Directions to Gaylord National from Washington Dulles International Airport

- Start out going northeast on Saarinen Circle toward Dulles Airport Access Road
- Stay straight to go onto Dulles Airport Access Road

- Merge onto VA-267 E toward I-495/Exit 18-19/VA-123/Baltimore/Richmond (portions toll)
- Merge onto I-495 South/Capital Beltway via Exit 18 toward Richmond
- Keep right at the fork to go on I-495 Local East/I-95 Local North/Capital Beltway
- I-495 Local East/I-95 Local North/Capital Beltway becomes I-495 East/I-95 North/Capital Beltway
- I-495 East/I-95 North/Capital Beltway becomes I-495 Local East/I-95 Local North/Capital Beltway (passing through District of Columbia, then crossing into Maryland)
- Take National Harbor Exit 2A
- Keep right at fork in the ramp
- Stay straight to go onto National Harbor Boulevard
- Turn right on Waterfront Street
- Gaylord National is on the right

To and from Baltimore/Washington Airport

Shuttle Service

[Super Shuttle](#) service is available to and from Baltimore/Washington Airport and Gaylord National. Reservations are recommended, (800) 660-8000 or www.supershuttle.com.

Ticket prices: \$43 each way

Taxicab

Taxicabs are available outside the baggage claim area. Average one-way cab fare is approximately \$83.

Driving Directions

Driving directions to Gaylord National from Baltimore/Washington International Airport

- Head northwest on MD-695
- Turn left to merge onto I-695 South (partial toll road)
- Take exit 7A for MD-295/Baltimore Washington Parkway toward Washington
- Merge onto MD-295 South entering District of Columbia

- Continue on I-295 South entering Maryland
- Take exit 1B toward National Harbor Boulevard
- Keep right at fork in the ramp
- Stay straight to go onto National Harbor Boulevard
- Turn right on Waterfront Street
- Gaylord National is on the right

To and from Union Station

If traveling by train to Union Station, taxis are available from Union Station as well as a shuttle service. [Onboard Shuttle](#) is available between 8:00 a.m. and 9:00 p.m. daily. There are two departure times, 20 minutes after the hour and 10 minutes before the hour. The shuttle departs from the front of Union Station at the three flags after exiting the main entrance. One stop is made at the Old Post Office. Reservations are not required but can be made at (301) 965-2029.

Ticket prices: \$13 one way, \$20 round trip

Other Transportation

Water Taxi Service

From Gaylord National, water taxi service is available to Alexandria, Mount Vernon, and Georgetown. Please go to the [Gaylord National Web site](#) for more information.

Conference Registration

[Conference registration](#) will be held in the Cherry Blossom foyer on the Convention Level (second level) of the hotel. Registration times vary as noted below. **Please bring a picture ID with you to registration.**

If your registration includes Monday workshops, you may register at the following times:

<i>Sunday evening</i>	5:00 p.m.–6:30 p.m.
<i>Monday – Wednesday</i>	7:30 a.m.–5:00 p.m.

If you are registered for the Tuesday–Thursday Conference only, you may register at the following times:

<i>Monday</i>	3:30 p.m.–5:00 p.m.
<i>Tuesday–Wednesday</i>	7:30 a.m.–5:00 p.m.

If you have a 1-day pass you may register at the following times:

Monday 1-Day Pass

Monday morning	7:30 a.m.–9:00 a.m.
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Tuesday 1-Day Pass

Tuesday morning	7:30 a.m.–9:00 a.m.
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Wednesday 1-Day Pass

Wednesday morning	7:30 a.m.–9:00 a.m.
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Speakers: No need to stand in registration lines. Sarah Weeks will be waiting to greet you at the Speaker Check-In near the main Conference registration area in the Cherry Blossom foyer.

A casual **“kick-off” happy hour** is held in conjunction with Sunday evening registration in the Cherry Blossom Ballroom. Meet up with friends and acquaintances while enjoying NFL action on the big screen, hors d’oeuvres, and beverages. Get into the spirit by wearing your favorite team’s colors.

Workshop Locations

The majority of IRMI workshops will be held in sections of the Potomac Ballroom, Cherry Blossom Ballroom, or Woodrow Wilson Ballroom on the Convention Level (second level) of the hotel. Check your agenda, which you will receive on-site in your registration packet, for exact locations of your workshops. Food functions will take place in the Potomac Ballroom.

Hotel temperatures can vary significantly. If you have a tendency to get cold, we suggest that you bring a sweater or jacket with you.

Start Times

Conference workshops begin at 9 a.m. Monday–Wednesday. The Thursday morning workshop starts at 8:30 a.m.

A complimentary continental breakfast is served each morning in the Potomac Ballroom. Breakfast is available 7:30 a.m.–9:00 a.m. Monday–Wednesday and 7:30 a.m.–8:30 a.m. on Thursday. On Tuesday and Wednesday mornings, the Hot Topic breakfast speakers will begin speaking at 8:00 a.m. Attendees are encouraged to be in their seats before the speakers begin.

[Agenda](#)

There is no need to call prior to the Conference if you have forgotten which workshops you signed up for. You will receive a personal agenda in your registration packet that reflects your workshop selections, as well as all official Conference functions.

To help you schedule appointments and other informal meetings, a list of [official Conference functions](#) is provided on our Web site, including meals and social gatherings.

[Continuing Education Credit](#)

The Conference has been approved for continuing education credit in most states. See the [Continuing Education](#) section of the Web site for more information or to find out how much credit is available in your state.

If you will be requesting CE credit, remember to **bring your license number with you** as we cannot process your request without that information.

Insurance CE credit is granted on a half-day basis. Partial credit for attending individual workshops of less than 3 hours in length is not available. For example, to receive any credit for Tuesday or Wednesday afternoons, you must attend two 90-minute workshops on that afternoon.

[Cancellations and Substitutions](#)

If your plans change at the last minute and you will not be able to attend the Conference after all, you can either send someone in your place or cancel your registration. Substitutions can be made at any time without an additional fee. Cancellation fees are graduated, as summarized below, based on the date notice of cancellation is received in our office. (Notice of cancellation received after 5:00 p.m. CT will be considered received as of the following business day.)

Entire 3½-Day or 2½-Day Program

On or before Friday, October 2, 2009:	No service fee
October 3–October 16, 2009:	\$275 service fee
October 17–October 29, 2009:	\$650 service fee
After October 29, 2009:	Liable for entire registration fee
No-shows:	Liable for entire registration fee

1-Day Passes

On or before Friday, October 2, 2009:	No service fee
October 3–October 29, 2009:	\$275 service fee
After October 29, 2009:	Liable for entire registration fee
No-shows:	Liable for entire registration fee

Full details on [cancellation deadlines and fees](#) are provided in the Registration Information section of the Conference Web site.

Participant List

If you are a Monday–Thursday or Tuesday–Thursday registrant, a participant list (without contact information) is included in your Conference workbook. One-day registrants do not receive a participant list. We do not distribute this information in advance of the Conference.

Anyone registering after October 14, 2009, will not be included in the participant list. No supplemental list will be compiled.

Messages

IRMI does not provide an official message board. Most attendees carry cell phones or other devices that are a faster and more reliable way of reaching them quickly. In an extreme emergency, call (800) 827-4242 and we will attempt to locate the attendee and relay a message.

Attire

Dress for the Conference is business or business casual. Based on prior years, approximately half of the attendees wear formal business attire, while the other half wear business casual attire, with a larger percentage choosing business casual on the last day of the Conference. Feel free to wear whichever style you prefer.

Hotel temperatures can vary significantly. Conference areas are often on the chilly side, so please dress accordingly or **bring a sweater or jacket if you tend to get cold.**

[Weather](#)

The [average temperatures](#) for early November in the Maryland/Washington, D.C., area range from highs in the high 50s to lows in the 40s; average rainfall for November is 3.32 inches.

Find up-to-date information from the [National Weather Service](#).