

SUMMER SESSION 2022

CLASS SCHEDULE WEDNESDAY—JUNE 22, 2022

8:00 – 1:00		SET-UP VENDOR EXHIBITS
10:00 – 1:00		REGISTRATION
10:00 – 12:00		VENDOR PURCHASING TRAINING: COMPLIANCE ISSUES <ul style="list-style-type: none">• <i>Panel of Speakers</i>
1:00 – 1:05		INTRODUCTION
1:05 – 2:00	W-1	UPDATE REPORT LEGISLATION CLASS: BILLS YOU SHOULD BE COMPLYING WITH <ul style="list-style-type: none">• <i>Narita Holmes</i>• <i>Carol Cooper</i>• <i>Pamela Perkins</i>• <i>Diane Palmer Boeck</i>
2:00 – 3:00	W-2a	FACILITATING THE RFP PROCESS <ul style="list-style-type: none">• <i>Diane Palmer Boeck</i>
3:00 – 3:15	W-2b	VENDOR PRESENTATIONS
3:15 – 4:00	W-3	A REPORT ON PURCHASES BY AN FORMER FBI AGENT <ul style="list-style-type: none">• <i>Jorge Cisneros</i>
4:00 – 5:00	W-4	PROCURING WITH ARPA FUNDING <ul style="list-style-type: none">• <i>Eduardo Belmarez</i>

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Class Schedule Thursday—June 23, 2022

TIME	CLASSROOM A		CLASSROOM B	
8:00 - 9:00	T-5A	PURCHASING LAWS—101 FOR CITIES * <i>Diane Palmer-Boeck</i> * <i>Carol Cooper</i>	T-5B	PURCHASING LAWS—101 FOR COUNTIES * <i>Narita Holmes</i> * <i>Eduardo Belmarez</i>
9:00 - 10:00	T-6A	DEVELOPING A CONTRACT AND HOW TO MONITOR IT * <i>Tom Hay</i>	T-6B	ADMINISTRATION OF PURCHASE ORDERS * <i>Narita Holmes</i>
10:00 - 11:00	T-7A	DIR—PURCHASING METHODS FOR INFORMATION TECHNOLOGY * <i>Tom Hay</i>	T-7B	COOPS—USE THEM TO SAVE TIME AND MONEY * <i>Phillip Vasquez</i>
11:00 - 12:00	T-8A	WORKING WITH GRANTS * <i>Diane Palmer Boeck</i>	T-8B	CONSTRUCTION PROCUREMENT FOR GOVERNMENTAL ENTITIES * <i>Stephen Kendrick</i>
12:00 - 1:00	LUNCH			
1:00 - 2:00	T-9A	ETHICS: BLACK & WHITE & GRAY ALL OVER * <i>Mark Rogers</i>	T-9B	THE TEN KEY ELEMENTS OF PURCHASING * <i>Carol Cooper</i> * <i>Narita Holmes</i>
2:00 - 3:00	T-10A	NEGOTIATIONS— THE ART OF COMPROMISE * <i>Mark Rogers</i>	T-10B	EVALUATIONS AND STEPS TO APPROVED SUCCESSFUL VENDOR * <i>Jesus Amezcua</i>
3:00 - 4:00	T-11A	PURCHASING AND MANAGING INVENTORY * <i>Mark Rogers</i>	T-11B	DO'S & DON'TS OF PURCHASING BID-RIGGING AND OTHER ANTITRUST VIOLATIONS: * <i>Nick Grimmer</i>
4:00 - 5:00	T-12A	HOW OUR VALUES CHANGED DURING THE STORM (COVID) * <i>Meliton Moya</i>	T-12B	JOB ORDER CONTRACTING * <i>Stephen Kendrick</i>

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CLASS SCHEDULE FRIDAY—JUNE 24, 2022

8:00 – 9:00	F-13a	FEDS WANT JUSTIFICATIONS ON PURCHASES <ul style="list-style-type: none">• <i>Jesus Amezcua</i>
9:00 – 10:00	F-13b	HOW TO PLAN FOR INTERNET AND CELL SERVICE INTERUPTIONS <ul style="list-style-type: none">• <i>Carol Cooper</i>• <i>Diane Palmer Boeck</i>
10:00 – 11:00	F-14b	HEADLINE NEWS ARTICLES <ul style="list-style-type: none">• <i>Panel of Speakers</i>
11:00 – 12:00	F-15	QUESTIONS & ANSWERS SESSION <ul style="list-style-type: none">• <i>Carol Cooper</i>• <i>Jesus Amezcua</i>• <i>Narita Holmes</i>• <i>Diane Palmer Boeck</i>• <i>Phillip Vasquez</i>• <i>Stephen Kendricks</i>• <i>Eduardo Belmarez</i>• <i>Mark Rogers</i>
12:00 – 1:00		LUNCH
1:00 – 3:00		GROUP SESSIONS (OPTIONAL)