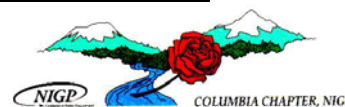




THE LEGAL ASPECTS OF PROCUREMENT



ONE OF SIX SPONSORED COURSES IN CORE SERIES
ACCEPTED AS ONE OF THE APPROVED COURSES REQUIRED FOR CPPB OR CPPO CERTIFICATION

AUGUST 30 – SEPTEMBER 1, 2006

**Multnomah County ESD
11611 NE Ainsworth Circle
Portland, Oregon 97220-9017**

General Description:

Designed to be an educational exploration of the Legal Aspects of Public Procurement, this course will provide a foundation of the principles and general concepts of the law as it applies to public procurement. Course content will address issues such as the UCC, the Model Procurement Code, Sale of Goods Act and the legal implications surrounding solicitations, contracting and post award issues. Attention will be given to the ethical issues facing the profession relevant to the law. Taught by a procurement professional, not an attorney, this course will focus on actual procurement situations with actual procurement implications.

Duration: 3-Day Seminar; 24 hours of instruction
UPPCC* Re-Certification points: 3

Contact hours: 24 hours
CEU Units**: 2.25

Intended Audience:

This fundamental approach to procurement law will be of interest to those who are substantially involved in the public procurement contracting process. Individuals who want to increase their understanding of both the capability and limitation of the law on government procedures will be responsive to the course content. In addition, this course will be beneficial to all those who work alongside those in the public sector and must operate under the guidelines of procurement law for the successful acquisition of products and services.

Instruction:

All NIGP seminars and workshops are conducted by qualified purchasing professionals who have achieved the designation of Certified Public Purchasing Officer (CPPO) or Certified Professional Public Buyer (CPPB) and have been trained in adult education methods. Consequently, they can effectively provide information that is both current and practical. The instructor selected by NIGP for this class will be Rob Rickard, CPPO, OPBC with the Oregon Secretary of State.

Cancellation Policy:

1. Refunds will be given only for cancellations received in writing at least 14 days before seminar starting date.
2. Cancellation received 7-14 days before seminar are subject to a \$75.00 service charge.
3. There will be no refunds for cancellations received less than 7 days before the seminar. However, 50% of the seminar fee may be applied toward another NIGP seminar attended within one year.

Registration, Parking and Meal Information:

On-site registration will be held on the first day at 7:30 a.m. Class sessions will be held from 8:00 AM to 5:00 PM daily. Break refreshments will be provided. Meals are available at several nearby restaurants. Driving directions on request will be returned with confirmation.

Hotel Information:

Shilo Inn - Portland Airport - \$132 a night – Complimentary Breakfast at Barista Bar – 503-252-7500
Holiday Inn Express - Portland Airport - \$84 a night – Complimentary Breakfast - 503-2519991
Hampton Inn – Portland Airport - \$115 a night – Complimentary Breakfast - 503-288-2423
Courtyard Marriott – Portland Airport - \$119 a night – Restaurants & Lounges – 503-252-3200

Registration Fee:

Includes all course and study materials with break refreshments. Invoicing is available upon request. However, full payment is required prior to attendance.

National NIGP Member	\$550.00
Chapter Member	\$725.00
Non-Member	\$825.00

Objectives:

Upon successful completion of this course participants will be able to:

- ✚ Identify the legal terms in public procurement
- ✚ Apply basic legal concepts and principles in public procurement
- ✚ Describe the role of the law in public procurement
- ✚ Describe the role of the public professional in the application of procurement and contract law

Course Outline:

The following is an outline of the material that will be covered in this three-day course. Practical examples, group exercises and case studies will be utilized during the entire course.

Day One:

- ✚ Pre-test
- ✚ History and Antitrust
- ✚ Judicial Structure
- ✚ Types of Law
- ✚ Law of Agency
- ✚ Types of Authority
- ✚ Model Procurement Code
- ✚ Contract Components

Day Two:

- ✚ UCC
- ✚ Legal Content
- ✚ Bids
- ✚ Solicitation
- ✚ Competition
- ✚ Sealed Bidding
- ✚ Mistakes, Protests, Disputes
- ✚ Debarment and Suspension

Day Three:

- ✚ Negotiations
- ✚ Software Contracts
- ✚ License Agreements
- ✚ Legal Options
- ✚ Ethics
- ✚ Post-Test

This outline may be modified slightly at the course instructor's discretion.

* Universal Public Purchasing Certification Council (UPPCC)

** CEU units for this workshop are granted through NIGP, which is authorized by the International Association for Continuing Education and Training (IACET), to offer courses for CEU units. To learn more about IACET and CEUs, visit www.iacet.org

Requirements of Participants to receive CEU units:

Attendance at the entire course is required. A sign-in sheet will be available each day the class is in session. Daily sign-in is mandatory to be eligible to earn for CEU units. Active participation in all case studies, discussion and exercises. NIGP will not issue partial CEU units. An evaluation form must be completed and returned to the site coordinator prior to the completion of the course.

For Additional Information Contact: Michael Westerman (360) 397-2323

Registration Form

MAIL Payment and Registration to:

Columbia Chapter – NIGP
Michael Westerman, CPPO
Purchasing Manager
Clark County
P.O. Box 5000
Vancouver, WA 98666

Phone: (360) 397-2323
Fax : (360) 397-6027

(LAP 06)

Name: _____

Title: _____

Agency: _____

Address: _____

Email Address: _____

Phone: () _____ FAX: () _____

PAYMENT ENCLOSED

\$ _____

Please Invoice:

P.O. # _____

National NIGP Membership Number: _____

Name of NIGP Chapter _____

Payment, payable to **Columbia Chapter - NIGP**, should accompany this form.
Late registrations or payments received after attendance will be subject to an additional \$25 processing fee.
Send a separate copy of registration form for each attendee. Retain copy of this form for your records.

HOSTED BY COLUMBIA CHAPTER - NIGP