

Quick Facts

LENGTH
1 day

**CONTACT
HOURS**
6

START TIME
9:00 AM

END TIME
4:00 PM

Legal Issues

Course Description:

The purpose of this training session is to provide you with a general overview of legal issues related to contracts, protests, and open records.

Audience:

Professionals functioning in Senior level positions or at Agent Procurement Officer (APO) or University Procurement Officer (UPO) levels and those in Contract Administration positions.

The course is also highly recommended for agency, college and university legal staff that provides advice regarding procurement decisions.

Objectives:

At the completion of this training course, you will be able to do the following:

- Select appropriate contract terms for the procurement
- Address contract negotiations within the Request for x (RFx)
- Analyze vendors' contract exceptions
- Finalize contracts
- Differentiate between informal complaints and formal protests
- Understand the internal process for resolving informal complaints and formal protests
- Examine issues which create informal complaints and formal protests
- Discuss tips to avoid successful challenges
- Study the scope of negotiations authorized by H.B. 312
- Identify communication restrictions regarding H.B. 312 negotiations
- Consider conflicts of interest affecting the evaluation/negotiation process
- Identify and properly manage Open Records requests

Prerequisites:

- Introduction to State Purchasing or six (6) month performing public purchasing functions
- Fundamentals of State Purchasing