

DIVISION OF PURCHASING – QUARTERLY WORKSHOP/BUSINESS MEETING

February 20, 2019

9am- noon MT (8am- 11am PT)

JRW East Conference Room

AGENDA

- 9:00 – 9:05 Welcome (Valerie Bollinger)
- 9:05 – 9:30 Updates from the Administrator (Sarah Hilderbrand)
- Proposed Rules (IDAPA)
 - Lunch and Learn with Vendors
- 9:30 – 10:00 Updates/reminders from the State Purchasing Manager (Bollinger)
- FY-end deadlines
 - Reminder: DOP email addresses
 - Proof of Insurance
 - Checking for federal suspension/debarment
 - Process improvement
 - Online training
- 10:00 – 10:15 Statewide Contract updates (DOP Staff)
- 10:15 – 10:30 Networking Break
- 10:30 – 10:50 Introducing: New DA1 form (Bollinger)
- 10:50 – 11:00 Training: Contract Renewals, Amendments, and Change Orders (Bollinger)
- 11:00 – 11:20 IPRO Transition Update (Bollinger, Karen Butler, Forrest Benedict)
- 11:20 – 11:45 Group Discussion: Performance Monitoring
- 11:45 – noon Wrap-up/Question and Answer