**DIVISION OF PURCHASING – QUARTERLY WORKSHOP/BUSINESS MEETING**

August 9, 2018 9am- noon MT (8am- 11am PT)

AGENDA

9:00 – 9:05 Welcome (Valerie Bollinger)

9:05 – 9:20 Updates from the State Purchasing Manager (Bollinger)

* New ITS approvals
* Contract File guidance

9:20 – 10:20 Updates from the Administrator (Sarah Hilderbrand)

* Negotiated Rulemaking- review of suggested rule changes

10:20 – 10:40 Networking Break

10:40 – 10:50 Vehicle Purchasing- industry changes and budget process (Danny Downen/Bollinger)

10:50 – 11:00 Statewide Contract updates (DOP Staff)

11:00 – 11:25 Market Research- new process (Bollinger)

11:25 – 11:45 Laserfiche Demo- electronic forms (Forrest Benedict/Bollinger)

11:45 – noon Wrap-up/Question and Answer