



PROCUREMENT EDUCATION PARTNERSHIP SEMINAR

The **2018 Winter Procurement Education Partnership Seminar (PEP Seminar)** will be held **Thursday, December 6 from 9 AM—3:30 PM**. This seminar is jointly hosted by the State of Utah Division of Purchasing and the National Association of State Purchasing Officials (NASPO).

The PEP seminar includes lunch for those who register and attend the full-day session. There is no cost to attendees for the seminar or the lunch. **In order to receive a Participation Certificate, you must sign out as you exit the training. If you cannot attend the entire day, you can obtain a certificate listing fewer hours.**

In Person Attendance

Click the link to register for [in person \(on-site\) attendance](#).

Registration closes November 28, or sooner if capacity is reached.

After you register, if you do not receive an email confirmation from Google, you are not registered. Please email Solomon Kingston (skingston@utah.gov) to determine the problem.

We ask that you only register if you are intent on attending. If you plans inadvertently change and cannot attend after you have registered, send an email to skingston@utah.gov so that your meal can be canceled. This will save the State the expense of your meal

A two weeks prior to the seminar, you will receive an event reminder. If you do not receive an email by November 22, your registration was not completed correctly and you are not registered.

Webinar Attendance

Click the link to register for [webinar attendance](#).

Registration closes November 28, or sooner if capacity is reached

All seminar sessions will be held in the Auditorium, and thus will be broadcast via webinar.

There are no breakout sessions for this seminar.

Information for attending the webinar and an agenda will be sent out on November 30. The webinar will be hosted through Google Hangouts. As such, you will need Google Chrome installed on your computer to run Hangouts.

As this is required training for the Division of Purchasing, staff will be at the training and not monitoring email; it will be almost impossible to contact someone to troubleshoot on the day of the seminar.

CLASS TOPICS & SEMINAR LOCATION

Class Topics

| Topic | Description |
|---|--|
| Keynote | "How to Elevate Your Efforts to Greatness & Standout in All YOU do!" Designed to get the audience to realize: their daily performance matters; how they can define their distinctive mark on a company and then use that to improve the bottom line like an Olympian. They improve by 20% or more through E.Y.E. 2 E.Y.E. and A.C.E. formulas. |
| Red Flags of Procurement Fraud and Corruption | The FBI Office from the Salt Lake City Division will present on red flags of procurement fraud and corruption. |
| Protests – Part 16 | Presentation will go over common protest issues and how to avoid them. |
| Becoming PPPC & PPPCI Certified | The Utah Public Procurement Professional Certification Exam is now offered online. Do you know how to take it? Do you know what to study? Listen carefully to obtain information that will help you prove your knowledge of the Utah Procurement Code. Come prepared to answer sample questions. |
| Dynamite RFPs – Part 7 | Provide an overview of how to boost the effectiveness and quality of RFP procurement's through the use of Subject Matter Experts, Requests for Information, Requests for Qualifications, Pre-proposal Conference's and Site Visits. |
| General Construction Provisions & Job Order Contract – Part 13 | Presenting on the extent and limits on the discretion allowed for construction contracting. Will cover what to consider before choosing a construction contracting management; as well as exceptions to the requirement to use a standard procurement process, as described in part 8 of the procurement code. |
| Limited Purchasing Delegation Training (ONLY FOR LPD HOLDERS) | This training is specific to Executive Branch LPD designees. LPD training will define what an LPD is and the correct way to use it. Solicitation processes such as quotes, an award without engaging in a standard procurement process, professional services, and small purchases, will be discussed. Common misunderstandings will be clarified, and a question and answer period will allow attendees to gain information specific to their LPD. |

Seminar Location

NEW SEMINAR LOCATION: Miller Free Enterprise Center, Auditorium 101
9750 S. 300 W. Sandy, Utah 84070



Click the link for [directions and parking map](#).

5 Reasons to Attend the December 2018 PEP Seminar in Person:

1. Robust agenda (pictured above).
2. Comfortable seating (pictured right).
3. Lunch is complementary, and we are using a different caterer.
4. With this new venue, our capacity has increased to 300 attendees.
5. Network with other public procurement professionals.



PROCUREMENT EDUCATION PARTNERSHIP SEMINAR

HOSTED BY THE STATE OF UTAH, DIVISION OF PURCHASING AND NATIONAL ASSOCIATION OF STATE PURCHASING OFFICIALS

DATE: Thursday, December 6, 2018
 TIME: 9 AM – 3:30 PM (Sign-In from 8:30-9:00 AM)
 NEW LOCATION: **Miller Free Enterprise Center, Auditorium 101**
9750 S. 300 W. Sandy, Utah 84070

| Time | Topic | Presenter |
|---------------|--|--|
| 9:00 - 9:30 | Welcome & Housekeeping | Chris Hughes, Utah Division of Purchasing |
| 9:30 - 10:30 | Keynote - Elevate your Efforts to Elevate Your Excellence | Brandon Kelly, Motivational Speaker |
| 10:30 - 10:45 | <i>Break</i> | |
| 10:45 - 12:00 | Red Flags of Procurement Fraud and Corruption | Michelle Pickens, FBI Office |
| 12:00 - 1:00 | Lunch in <u>Auditorium</u> and <u>Showroom 117</u> | |
| 1:00 - 1:30 | Protests - Part 16 | Chris Hughes, Utah Division of Purchasing |
| 1:30 - 2:00 | Becoming PPPC & PPPCI Certified | Tara Eustler, Utah Division of Purchasing |
| 2:00 - 2:10 | <i>Break</i> | |
| 2:10 - 2:40 | Dynamite RFPs - Part 7 | Kraig Brinkerhoff, Utah Division of Purchasing |
| 2:40 - 3:10 | General Construction Provisions & Job Order Contract - Part 13 | Chike Ogbuehi, Utah Division of Purchasing & Michael Ambre, Utah DFCM |
| 3:10 | <i>General Attendees - Wrap up, return badges and pick up</i> | |
| 3:15 - 4:00 | Limited Purchasing Delegation Training (ONLY FOR LPD HOLDERS) | Vinessa Dudley, Utah Division of Purchasing |

Registration closes November 28, 2018 or sooner if capacity is reached

On Location Attendance Registration ►►► [On Location Registration Link](#)

Webinar Registration ►►► [Webinar Registration Link](#)