

Procurement Series - IV - Contract Administration

Description:

The last course in a four-part series *, this three and half-day course focuses on how a good contract administration system should look and how it should function after contract award. This revised procurement course will emphasize good procurement business practices and policies from a broader industry perspective. This training covers the roles and responsibilities of contracting parties. Specific problem areas that may emerge during the procurement process will be identified and addressed. The Best Practices Procurement Manual and Circular 4220.1F are referenced throughout the course. This course is conducted utilizing exercises, case studies, and other interactive training activities.

* It is highly recommended that the four procurement courses be taken in the following order: Orientation to Transit Procurement, Risk Assessment and Basic Cost and Price Analysis, RFP's and Competitive Contract Negotiations, and Contract Administration.

Topics

Topics include, but are not limited to:

- The Contracting Environment
- The Contract Administration Team
- Proactive Contract Administration
- Managing Communication Between Contractor and Agency
- The Influence of Pre-award Activity on Contract Administration
- Modifying or Changing the Contract
- Contractual Remedies Addressing Performance Issues
- Resolution of Disputes
- Contract Closeout

Audience:

This course is for those currently engaged in procurement for federally funded transit agencies, contract administrators, project managers, procurement and contracting personnel wishing to improve their skills, transit suppliers, and FTA regional staff who review third-party contracting. Transit suppliers are encouraged to attend in order to understand the agency procurement function more thoroughly.

Length:

3.5 days

Fee:

- \$600.00 for Contractor, Consulting, Non-USA Transportation or Government Agency, Other.

CEU's: 2.00

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Available Course Sections:

Details:	Start Date:	End Date:	Location:	Register Online:
[view]	10/16/2012	10/19/2012	Chicago, IL	Login
[view]	11/27/2012	11/30/2012	San Diego, CA	Login

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