

Basic Principles of Local Government Purchasing

UNC School of Government
Held Virtually via Zoom

Tuesday, April 27 – Friday, April 30, 2021

Course Agenda

Pre-Recorded Lectures (More details on deadlines for completion will be with the Materials in Sakai)

- I. Welcome to the Basic Principles of Local Government Purchasing (5 minutes)
Connor H. Crews, *Assistant Professor of Public Law and Government*, UNC School of Government
- II. Basic Local Government Contracting and Procurement (45 minutes)
Connor H. Crews, *Assistant Professor of Public Law and Government*, UNC School of Government
- III. How to Find What You Need to Know: Locating Statutes and Other Resources (30 minutes)
Connor H. Crews, *Assistant Professor of Public Law and Government*, UNC School of Government
- IV. Purchasing Ethics, Conflicts of Interest, Gifts & Favors (45 minutes)
Connor H. Crews, *Assistant Professor of Public Law and Government*, UNC School of Government

Live Sessions

Tuesday, April 27, 2021

8:45 a.m.	Zoom Waiting Room Open
9:00 a.m. – 9:15 a.m.	Introduction and Outline of CLGPO Certification Requirements Connor H. Crews <i>Assistant Professor of Public Law and Government</i> , UNC School of Government
9:15 a.m. – 10:45 a.m. (15 minute break at instructor’s discretion)	Basic Legal Requirements for Public Contracting Connor H. Crews <i>Assistant Professor of Public Law and Government</i> , UNC School of Government
10:45 a.m. – 11:00 a.m.	Break
11:00 a.m. – 12:00 p.m.	Competitive Bidding Requirements and Exceptions – Part I Connor H. Crews <i>Assistant Professor of Public Law and Government</i> , UNC School of Government
12:00 p.m. – 1:00 p.m.	Lunch
1:00 p.m. – 2:00 p.m.	Competitive Bidding Requirements and Exceptions – Part II Connor H. Crews <i>Assistant Professor of Public Law and Government</i> , UNC School of Government
2:00 p.m.	Adjourn

Wednesday, April 28, 2021

8:45 a.m.	Zoom Waiting Room Open
9:00 a.m. – 10:30 a.m. (15 minute break at instructor’s discretion)	Basic Legal Requirements for Public Construction Contracting Connor H. Crews <i>Assistant Professor of Public Law and Government, UNC School of Government</i>
10:30 a.m. – 10:45 a.m.	Break
10:45 a.m. – 11:45 a.m.	Local Government Law Overview Robert P. Joyce <i>Charles Edwin Hinsdale Professor of Public Law and Government, UNC School of Government</i>
11:45 a.m. – 12:45 p.m.	Lunch
12:45 p.m. – 1:45 p.m.	Open Meetings and Public Records Robert P. Joyce <i>Charles Edwin Hinsdale Professor of Public Law and Government, UNC School of Government</i>
1:45 p.m.	Adjourn

Thursday, April 29, 2021

8:45 a.m.	Zoom Room Open
9:00 a.m. – 10:00 a.m.	Purchasing Ethics, Conflicts of Interest, Gifts & Favors Connor H. Crews <i>Assistant Professor of Public Law and Government, UNC School of Government</i>
10:00 a.m. – 10:15 a.m.	Break
10:15 a.m. – 11:45 a.m. (15 minute break at instructor’s discretion)	Decision Analysis Tools: Practical Applications in Procurement Dale J. Roenigk, Ph.D. <i>Lecturer and Director, North Carolina Benchmarking Project, UNC School of Government</i>
11:45 a.m. – 12:45 p.m.	Lunch
12:45 p.m. – 2:00 p.m.	Basic Legal Requirements for Property Disposal Connor H. Crews <i>Assistant Professor of Public Law and Government, UNC School of Government</i>
2:00 p.m.	Adjourn

Friday, April 30, 2021

8:45 a.m.	Zoom Room Open
9:00 a.m. – 10:00 a.m.	Developing Purchasing Policies Laura Jones, CLGPO, CPPO <i>Purchasing Director, Onslow County</i>
10:00 a.m. – 10:15 a.m.	Break

Friday, April 30, 2021 (continued)

10:15 a.m. – 11:15 a.m.	Developing Specifications Noelle Woods, CLGPO <i>Purchasing Manager, Wayne County</i>
11:15 a.m. – 11:30 a.m.	Break
11:30 a.m. – 12:30 p.m.	Ask the Experts – Experienced Purchasers Panel Moderator: Connor H. Crews, <i>Assistant Professor of Public Law and Government, UNC School of Government</i> Laura Jones, CLGPO, CPPO <i>Purchasing Director, Onslow County</i> Shaun Mizell, CLGPO <i>Contract Supervisor, Town of Cary</i> J. Brent Quick, CLGPO <i>Purchasing Manager, Town of Holly Springs</i> Tom Wester, CLGPO <i>Purchasing Manager, Wake County</i> Noelle Woods, CLGPO <i>Purchasing Manager, Wayne County</i>
12:30 p.m. – 1:30 p.m.	Lunch
1:30 p.m. – 2:00 p.m.	Introduction to Knowledge Check and Time for Questions Connor H. Crews <i>Assistant Professor of Public Law and Government, UNC School of Government</i>
2:00 p.m.	Adjourn

Attendance Policy

In order to receive a course completion certificate, participants must attend all sessions and be accessible for questions. Failure to satisfy this requirement may result in denial of a course completion certificate.

Video Camera and Microphone

All attendees must have access to a video camera and working microphone. The instructor requests that all participants leave their video cameras on during course sessions.

Completion of Knowledge Check

To receive a course completion certificate from the School of Government, course participants must complete a 25 question multiple choice question “Knowledge Check” prior to midnight at the end of the day on Monday, May 3. The Knowledge Check will be available after the class ends on Friday, April 30 at 2:00 p.m.