

**CONTRACT MANAGEMENT IN LOCAL GOVERNMENT  
COURSE AGENDA**

**UNC School of Government  
Knapp-Sanders Building  
Wednesday, May 13 – Friday, May 15, 2026**

**Pre-Recorded Material**

**Welcome to the Contract Management in Local Government in Padlet**

- *Pre-Recorded Introductions by Faculty (Required)*  
Teshanee Williams, Ph.D. *Assistant Professor of Public Administration and Government*  
Crista Cuccaro, J.D. *Teaching Assistant Professor of Public Law and Government*
- *Personal introduction by Participants in Padlet (Required)*
- *Pre-Recorded Lecture: Legal Requirements for Procurement (Recommended)*

**Live In-Person Sessions**

**Day 1: Wednesday, May 13, 2026 - Foundations of Contracting and Decision Making**

<b>8:00 a.m. – 8:55 a.m.</b>	<b><i>Breakfast &amp; Networking</i></b>
9:00 a.m. – 9:15 a.m.	<b>Welcome &amp; Course Overview</b> <ul style="list-style-type: none"> <li>• Learning Objectives</li> <li>• Course Structure</li> </ul>
9:15 a.m. – 9:45 a.m.	<b>Section 1: Introduction to Government Contracting</b> <ul style="list-style-type: none"> <li>• History and Prevalence of Government Contracts</li> <li>• New Public Management: Justification</li> <li>• Goals of Contracting</li> </ul>
<b>9:45 a.m. – 10:00 a.m.</b>	<b><i>Break</i></b>
10:00 a.m. – 10:30 a.m.	<b>Section 2: Key Contracting Trends in Government</b>
10:30 a.m. – 11:00 a.m.	<b>Section 3: Make or Buy Decisions</b> <ul style="list-style-type: none"> <li>• Determining When to Contract vs. In-House Services</li> <li>• Decision-Making Frameworks</li> </ul>
<b>11:00 a.m. – 11:10 a.m.</b>	<b><i>Break</i></b>
11:10 a.m. – 12:00 p.m.	<b>Case Study: Make or Buy Decisions</b> <ul style="list-style-type: none"> <li>• Breakout Groups: Examine real-world scenarios to determine the best approach</li> </ul>

<b>12:00 p.m. – 1:00 p.m.</b>	<b><i>Lunch</i></b>
1:00 p.m. – 2:00 p.m.	<b>Section 4: Managing the Challenges of Contracting</b> <ul style="list-style-type: none"> <li>• The Hollow State &amp; Re-Municipalization</li> <li>• Managing Performance Expectations</li> <li>• Communication Strategies in Contracting</li> </ul>
<b>2:00 p.m. – 2:15 p.m.</b>	<b><i>Break</i></b>
2:15 p.m. – 3:00 p.m.	<b>Case study: Contracting Challenges in Practice</b>

	<ul style="list-style-type: none"> <li>Breakout groups: Examine where contracts break down, common performance issues, and communication failures</li> </ul>
3:00 p.m. – 3:15 p.m.	<i>Break</i>
3:15 p.m. – 4:15 pm	<b>Guest Speaker: Technology &amp; Contract Design</b> <b>Julia Faircloth</b> <i>Assistant Deputy Chief Financial Officer</i> <i>Cape Fear Public Utility Authority</i>

## Day 2: Thursday, May 14, 2026 – Legal Frameworks for Contracting and Contract Design

<b>8:00 a.m. – 8:55 a.m.</b>	<b><i>Breakfast &amp; Networking</i></b>
9:00 a.m. – 9:40 a.m.	<b>Section 5: Legal Foundations of Contracting</b> <ul style="list-style-type: none"> <li>Overview of Legal Frameworks</li> <li>Governing Contracts</li> <li>Risk Management in Government Contracts</li> </ul>
9:40 a.m. – 10:20 a.m.	<b>Section 6: Handling Administration</b> <ul style="list-style-type: none"> <li>Managing Red Tape in Contracting</li> <li>Understanding Bureaucratic Hurdles</li> <li>Strategies for Streamlining the Process</li> </ul>
<b>10:20 a.m. – 10:30 a.m.</b>	<b><i>Break</i></b>
10:30 a.m. – 11:00 a.m.	<b>Case Study: Navigating Red Tape</b> <ul style="list-style-type: none"> <li>Breakout Groups: Examine a contract related challenge and propose solutions</li> </ul>
11:00 a.m. – 12:00 p.m.	<b>Guest Speaker: Green Tape</b> <b>Leisha Dehart Davis, PhD</b> <i>Professor of Public Administration and Government</i> <i>Director, Local Government Workplaces Initiative</i>

<b>12:15 p.m. – 1:15 p.m.</b>	<b><i>Lunch</i></b>
1:15 p.m. – 2:00 p.m.	<b>Section 9: A Well-Designed Contract Depends on the Scope</b> Defining Clear Scope & Performance Metrics Writing a Strong Statement of Work (SOW)
2:00 p.m. – 2:10 p.m.	<b><i>Break</i></b>
2:10 p.m. – 3:00 p.m.	<b>Case Study: Activity</b> Breakout Groups: Writing a Strong Statement of Work
<b>3:00 p.m. – 3:15 p.m.</b>	<b><i>Break</i></b>
3:15 p.m. – 4:15 p.m.	<b>Guest Panel: Procurement Professionals</b> <b>Lauren Davis, Purchasing Mgr., City of Durham</b> <b>David Moore, Procurement Coordinator, OWASA</b> <b>Michele L. Peluso, Procurement Mgr., Chatham County</b>

## Day 3: Friday, May 15, 2026– Contract Administration & Monitoring

<b>8:00 a.m. – 8:55 a.m.</b>	<b><i>Breakfast &amp; Networking</i></b>
9:00 a.m. – 9:45 a.m.	<b>Section 10: Contract Administration &amp; Monitoring</b> Key Responsibilities of Contract Administrators Workflow Process of Contract Administration

<b>9:45 a.m. – 10:00 a.m.</b>	<i>Break</i>
10:00 a.m. – 10:30 a.m.	<b>Section 11: Tools for Managing Contracts Effectively</b>
10:30 a.m. – 11:00 a.m.	<b>Discussion Session:</b> Resolution Strategies
<b>11:00 a.m. – 11:15 a.m.</b>	<i>Break</i>
11:15 a.m. – 12:15 p.m.	<b>Guest Speaker: Best Practices in Contract Administration</b> <b>Rachel Kaplan</b> <i>Manager, Procurement Services</i> <i>City of Greensboro</i>
<b>12:15 p.m.</b>	Course Wrap-Up, Lunch & Networking