

This newsletter is published on a monthly basis to provide relevant information to government purchasing and contracting professionals regarding public procurement and contracting topics. Hope you enjoy!

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2018 Training Schedule

The 2018 class schedule for Government Procurement Services is now available! We have developed six (6) new and exciting classes to offer in 2018 along with your favorites.



Compressing the Project/Contract Schedule

Students will learn the "best practice" methods for dealing with the often-cited problem in contract and project management - *the schedule*. This course first reviews the popular ways of producing a schedule during planning for a contract or project and then covers a methodology for assessing the likelihood of success of the schedule. Techniques for compressing the schedule (making up time and shortening the duration) are covered in depth including fast tracking and resource optimization (crashing).

Contract Risk Assessment and Monitoring

The workshop will cover project management techniques as they apply to the effective monitoring of contract performance. The focus of the 8-hour course will be risk assessments as part of the pre and post-award phases, in addition to the different levels of monitoring available to oversee vendor performance. Case studies and

Training Schedule



Workshop Prices:

\$310 (1-day)

\$515 (2-day)

Group Discounts

Available

Agile Executed Efforts

January 23, 2018

Austin

August 7, 2018

Austin

Compressing the Contract/Project Schedule

February 21, 2018

Austin

Contract Risk Assessment and Monitoring

April 26, 2018

DFW-Irving

exercises are incorporated into the course to create a learner-centered environment and support participant retention of the materials.

Cost Estimating Techniques

This course covers the various aspects of cost estimating techniques including initial and summary techniques, detailed estimating techniques, resource estimation for activities or work packages, and aggregating the resources costs to produce a contract/project budget (the cost baseline).

Cost Management in Contracts and Projects

This course covers the various aspects of contract and project cost management including resource estimation and assessment of activities for work package, aggregating the resources costs to produce a budget (the cost baseline), and monitoring and controlling the resource expenditures during execution.

Fundamentals of Six Sigma Quality System

This course provides an overview of a Six Sigma and Lean based quality/quality improvement system by presenting the components of this very popular approach to providing a quality process, product or service by the organization. The popular DMAIC (Define, Measure, Analyze, Improve, and Control) approach is presented and followed in this course.

Grants Management and Evaluation

This course provides participants with the knowledge and skills to successfully manage federal grants for both compliance and results. Discussion and exercises will cover a broad range of topics that engage participants on issues that affect the day-to-day operations and management of grant awards.

See the entire [2018 training schedule](#).

Question of the Month

July 17, 2018
Austin

October 23, 2018
Houston

Contracting for Agile Projects

January 24, 2018
Austin

August 8, 2018
Austin

Cost Estimating Techniques

July 11, 2018
Houston

Cost Management in Contracts/Projects

April 18, 2018
Austin

[Workshop Description](#)
[Register Now](#)

Effectively Managing Multiple Projects

April 17, 2018
Austin

July 10, 2018
Houston

QUESTION:

Last month's question was about Federal Emergency Management Agency (FEMA) reimbursement. Several readers responded with helpful information. Please see the information in the answer section below.



ANSWER:

[Top 10 Procurement Mistakes Leading to Audits and Potential Loss of FEMA](#)

[Audit Tips for FEMA Public Assistance Grant Recipients and Subrecipients](#)

[FEMA Public Assistance Program and Policy Guide](#)

Another reader shared some important information about help from the Councils of Government (COG). The Texas Area of Regional Councils (TARC) recently offered a grant to COGs to help their local jurisdictions with FEMA assistance over the next year. This is not a recurring grant, it is primarily for Hurricane Harvey relief. It's still in the application process. The grant is just less than \$8,000 for each COG.

So, in the next few weeks, cities and counties can turn to their local COG for assistance with FEMA reimbursements.

Essentials of Contract Management

*January 30-31, 2018
DFW-Irving*

*June 5-6, 2018
Austin*

*Sept. 12-13, 2018
Houston*

Ethics in Contracting

*May 17, 2018
Houston*

*September 20, 2018
DFW-Irving*

*October 11, 2018
Austin*

Fundamentals of Public Purchasing

*Dec. 12-13, 2017
Austin*

*March 21-22, 2018
Houston*

*June 13-14, 2018
DFW-Irving*

*Sept. 26-27, 2018
Austin*

Fundamentals of Six Sigma Techniques

September 11, 2018
Austin

**Grants
Management &
Evaluation**

March 20-21, 2018
Austin

June 20-21, 2018
Houston

November 7-8, 2018
DFW-Irving

December 4-5, 2018
Austin

Negotiation Skills

February 7, 2018
Houston

April 5, 2018
Austin

July 19, 2018
DFW-Irving

**Procurement
Management
Academy**

Jan. 24-25, 2018
Houston

May 8-9, 2018
Austin

July 11-12, 2018
DFW-Irving

Purchasing 101 for Everyone

*February 6, 2018
Austin*

*April 12, 2018
DFW-Irving*

*July 18, 2018
Houston*

*October 10, 2018
Austin*

Specification Writing

*March 6, 2018
Austin*

*May 16, 2018
Houston*

*September 19, 2018
DFW-Irving*

*December 6, 2018
Austin*

Using Request for Proposals

*Nov. 14-15, 2017
Austin*

*April 10-11, 2018
Houston*

*October 16-17, 2018
DFW-Irving*

December 7-8, 2018
Austin

