AGENDA

9:30  Gather Food & Get Settled

10:00  Purpose and Introductions

Ben Lindekeugel
Executive Director
Association of Washington Public Hospital Districts

10:10  The View from the Auditor’s Office

Debbie Pennick
Inland Northwest Audit Manager
Washington State Auditor’s Office

10:30  Your Procurement Policy Checklist - Purchases

John Carpita
Public Works Consultant
Municipal Research and Services Center

Chris Matala
Director, Supply Chain & Sterile Processing
Island Hospital
Anacortes

- Your Handy Dandy Checklist
- Purchasing Goods, Materials, Fixtures, Furniture, & Equipment in Relation to Cost
- Uniform Exemptions
  - Sole Source Purchases
  - Auctions
  - Special Market/Facility Conditions
  - Emergency Purchases
- Telecommunications Purchases and Contracting
- Intergovernmental Purchasing (“Piggybacking”)
- Professional, Personal, and Purchased Services

Noon  Break/Lunch

Network

12:40  Blimey! The British are Coming!

John Carpita
1:15  **Public Works Contracts – Part One**  
- Public Works Definitions  
- Project Delivery Methods  
  - Small Public Works Contracts  
  - Small Public Works Roster Contracts  
  - Public Works Contracts  
  - Job Order Contracts  
  - Design-Build Contracts  
  - GC/CM

2:10  **Break**

2:20  **Traditional Public Works Contract Administration**  
- Starting a Public Works Contract  
- Closing Out a Public Works Contract  
- Other Issues  
  - Donations  
  - Sales Tax Issues  
  - Prevailing Wages

3:00  **Summary/Wrap-Up**  
Ben Lindekugel  
Debbie Pennick  
John Carpita  
Derek Rae  
Chris Matala

3:30  **Adjourn**