

2023 AGENCY PURCHASING CONFERENCE

Conference Grid

Tuesday, October 17						VIRTUAL ONLY
Conference Registration 3:00pm - 6:00pm	Registration will be held in the Glessner Lobby					
Evening Social 6:00pm - 7:00pm	Evening social will be held in the Fort Henry Room and Hickman Lounge Light refreshments and beverages will be provided					
Wednesday, October 18						
Group Breakfast 7:00am - 8:30am	Breakfast will be held in the Glessner Auditorium					
Conference Registration 7:30am - 9:15am	Registration will be held in the Glessner Lobby					
Commencement 9:15am - 9:30am	This will be held in the Glessner Auditorium					
Workshops 9:45am - 10:45am	Beginner's Track	Agency Delegated Purchasing	Vendor Self Service	Problem Solving	EOLs and Construction	RFQs from A to Z
Workshops 11:00am - 12:00pm	Contracting Basics	Vendor Registration	Secretary of State	Roundtable Discussions	Payment Process	
Group Lunch + General Session 12:00pm - 1:30pm	Lunch will be held in Glessner Auditorium					
Workshops 1:45pm - 2:45pm	Statewide Contracts	P-Card Program	Forms and Documentation	Contracting Basics	Preparing and Evaluating RFPs	Agency Delegated Purchasing
Workshops 3:00pm - 4:00pm		Bonds	Contract Negotiations	Payment Process		Inspections
Dinner will be on your own						
Thursday, October 19						
Group Breakfast 7:00am - 8:30am	Breakfast will be held in Glessner Auditorium					
Workshops 9:00am - 10:00am	Alternative Purchasing Methods	Secretary of State	Vendor Self Service	Bonds	RFQs: From A to Z	Statewide Contracts
Workshops 10:15am - 11:15am	Forms and Documents	Surplus Property/Fixed Assets	Inspections	Ethics and Open Meetings Acts		Vendor Registration
Break 11:15am - 11:30am						
Group Lunch & Awards 11:30am - 12:45pm	Lunch will be held in the Glessner Auditorium					
Workshops 1:00pm - 2:00pm	Inspections	wvOASIS Procurement	Contract Negotiations	Roundtable Discussions	Fleet Management	P-Card Program
Workshops 2:15pm - 3:15pm	Tools and Resources		WVOT Requirements	Insurance	Statewide Contracts	Alternative Purchasing Methods
Dinner will be on your own						
Friday, October 20						
Breakfast will be on your own						
Workshops 8:30am - 9:30am	Fleet Management	WVOT Requirements	Alternative Purchasing Methods	Insurance	Ethics and Open Meetings Acts	Surplus Property/Fixed Assets
Workshops 9:45am - 10:45am	P-Card Program	Agency Delegated Purchasing	Vendor Registration	Preparing and Evaluating RFPs	wvOASIS Procurement	Forms and Documentation
Workshops 11:00am - 12:00pm	Surplus Property/Fixed Assets	Problem Solving	EOLs and Construction			WVOT Requirements