



PURCHASING Fundamentals First

Monday, Aug. 25, 2025		Track A		Track B	
8 a.m. - 10 a.m.	Registration				
9 a.m. - 10 a.m.	Breakfast Buffet				
10 a.m. - 11 a.m.	Session 1: General Session	Introduction to Public Procurement and the Role of the Public Buyer			
11 a.m. - 11:15 a.m.	Break				
11:15 a.m. - 12:15 p.m.	Session 2: Breakout Session	Statewide Contracts 101: What They Are and How to Use Them	Unlocking Value: Leveraging the State and Federal Surplus Property Programs		
12:15 p.m. - 1:15 p.m.	Group Lunch				
1:15 p.m. - 2:15 p.m.	Session 3: Breakout Session	Unlocking Value: Leveraging the State and Federal Surplus Property Programs	Statewide Contracts 101: What They Are and How to Use Them		
2:15 p.m. - 2:30 p.m.	Break				
2:30 p.m. - 3:30 p.m.	Session 4: Breakout Session	Procurement Pathways: Selecting the Right Method for the Right Purchase	Understanding Bid Limits: Central vs. Agency Authority and Responsibilities		
3:30 p.m. - 3:45 p.m.	Break				
3:45 p.m. - 4:45 p.m.	Session 5: Breakout Session	Understanding Bid Limits: Central vs. Agency Authority and Responsibilities	Procurement Pathways: Selecting the Right Method for the Right Purchase		
Dinner on own					
Tuesday, Aug. 26, 2025					
7:30 a.m. - 9:00 a.m.	Breakfast Buffet				
9 a.m. - 10 a.m.	Session 6: Breakout Session	Getting Registered Right: Navigating Vendor Registration and Responsibilities	Introduction to wvOASIS: Learning the Essentials		
10 a.m. - 10:15 a.m.	Break				
10:15 a.m. - 11:15 a.m.	Session 7: Breakout Session	Introduction to wvOASIS: Learning the Essentials	Getting Registered Right: Navigating Vendor Registration and Responsibilities		
11:15 a.m. - 11:30 a.m.	Break				
11:30 a.m. - 12:30 p.m.	Session 8: Breakout Session	From Specs to Pricing Pages: Building Better Solicitations with Confidence	Red Flags and Roadblocks: A Deep Dive into Procurement Challenges		
12:30 p.m. - 1:30 p.m.	Group Lunch				
1:30 p.m. - 2:30 p.m.	Session 9: Breakout Session	Red Flags and Roadblocks: A Deep Dive into Procurement Challenges	From Specs to Pricing Pages: Building Better Solicitations with Confidence		
2:30 p.m. - 2:45 p.m.	Break				
2:45 p.m. - 3:45 p.m.	Session 10: General Session	Awarded—Now What? Managing the Contract, Vendor Expectations, and Performance			
Travel Home					