

Local and State Government Procurement Training



Tuesday, January 24, 2012

8:00 a.m. – 5:00 p.m. (registration 8:00 – 8:30)

*City of Asheville Municipal Building, 100 Court Plaza, 4th floor
Police & Fire Training Room, Asheville, NC*

School of Government Lecturer in Public Law and Government Norma R. Houston will lead a day of training on local and state government procurement. The program will also include a session by PTAC Counselor Clark Fields from the Small Business and Technology Development Center and Cabarrus County Sustainable Local Economy Project Manager, Shannon Johnson. The program is intended for governmental procurement officials, finance directors, attorneys or others interested in local and state governmental contracting.

The workshop will cover the following informational classes:

- ✓ *Your Junk can Be Another Man's Treasure* (Surplus Property Disposal)
- ✓ *Killing Several Birds With One Stone* (Guaranteed Energy Savings Contracts)
- ✓ Reaching Out to Local Businesses
- ✓ Purchasing Panel Discussion

The workshop is sponsored by the Local Government Training Program in the Department of Political Science and Public Affairs at Western Carolina University and Carolinas Association of Governmental Purchasing (CAGP).

Registration fees are \$25 for CAGP members and \$30 for non-members. Attendees may register online at www.cagponline.org. Payment can be made by credit card on-line or a check made payable to CAGP. Checks should be mailed to Debbie Anderson, Purchasing Manager, Catawba County, P.O. Box 389, Newton, NC 28658.

The registration fee covers the cost of materials, continental breakfast and lunch. Please contact Amy Patterson at apatterson@ashevilleenc.gov or (828) 259-5953 if a vegetarian meal is requested. Registration deadline is January 18, 2012 or when class is full. In case of bad weather, snow day is set for January 26th.

If additional information is required, please contact Debbie Anderson at danderson@catawbacountync.gov or 828-465-8224.

The workshop will be located at the City of Asheville Municipal Building, 100 Court Plaza, 4th Floor, Asheville Police and Fire Training Room. Parking is available at the County parking deck at 164 College Street. Parking passes will be provided.