The Iowa Public Procurement Association and NIGP present:

**Legal Aspects of Public Procurement**

**October 22-24, 2019**

State of Iowa, 1305 E. Walnut Street, Hoover Building, Level A, Des Moines, IA

**Instructor:**
Mr. Kirk W. Buffington, CPPO, C.P.M., CPFIM, MBA, is the Director of Finance for the City of Fort Lauderdale, Florida – a position he has held since 2014. He brings 19 years of procurement experience to the profession – including 17 years in public procurement for Florida municipal and county governments.

Kirk holds a Bachelor’s Degree in Business from Florida State University and a Master’s Degree in Business Administration with a major in Logistics and Materials Management from Webster University.

In service to NIGP Chapters, Kirk has held membership in the Central Florida Chapter of NIGP since 1993 and in the Southeast Florida Chapter since 1995. He has served as the Southeast Florida Chapter Vice President and was the President for two years. Kirk is a Certified NIGP Instructor and served as the President of the National Institute of Governmental Purchasing, Inc. in 2008-2009.

In service to the profession, Kirk has also held numerous leadership positions within the Florida Association of Public Procurement Officials (FAPPO) and as its President in 2001. He was also a member of the Local Planning Committee for the 1997 NIGP Forum in Fort Lauderdale.

**Course Overview:**
Designed to be an educational exploration of the legal elements of public procurement, this course will provide a foundation of the principles and general concepts of the law as it applies to public procurement. Course content will address issues such as the Uniform Commercial Code (U.C.C.), the Model Procurement Code, Sale of Goods Act and the legal implications surrounding solicitations, contracting, and post-award issues. Attention will be given to the ethical issues facing the profession relevant to the law. This course will focus on actual procurement situations with relevant procurement implications using practical examples, discussion, group exercises, and case studies throughout the course.

**Who should attend:**
This course is for public procurement employees involved in the public procurement contracting process who want to increase their understanding of both the capability and limitation of the law on government procedures.

**Objectives:**
Upon successful completion of this course participants will be able to:

- Identify and define public purchasing legal terms, concepts and principles.
- Apply basic legal concepts and principles to practical public procurement situations
- Describe how the three categories of law — the common law of contracts, statutory law and administrative law apply to public purchasing.
- Describe how the laws establish the rights and obligations of all parties.
- Distinguish between ethical and legal requirements and apply the appropriate actions and conduct.
- Describe the role of the public professional in the application of procurement and contract law in accordance with the commonly accepted practices of the profession.

**Prerequisites:**
Though no prerequisites are stipulated for this class, successful participants should have completed the NIGP Introduction to Public Procurement class, or have some introduction to the field of public procurement prior to enrolling.
Cost:

INSTITUTE MEMBER: Early Fee $570 ** NON-MEMBER: Early Fee $670 **
** Receive a $25 early registration discount by registering 60 or more days in advance of the course. A late fee of $50 will be assessed for those registrations received within 30 days of the course.

For more information:
Contact Nancy Wheelock, State of Iowa Central Procurement Bureau, (515) 322-0200, or nancy.wheelock@iowa.gov