Day 1: Friday, August 23, 2019

**Morning Sessions:**

7:00M – 8:00AM
Breakfast will be provided

8:15 am – 10:00 am
**Keynote: Session 1: Generation Diversity: Do you Bitmoji?**
1.75 Contact Hours
Presented by: Tammy Rimes
With retirements, new hires and diverse generations working in the workplace, our office worlds are changing dramatically. Discover tools to help you keep up with the learning curve and how our experiences, rather than our age, might define us. Work through scenarios with a bit of fun thrown in to help learn the lessons. Discover real takeaways and actionable next steps to take back to the office. Learn about ways to leverage your team’s talents in becoming masterful in better serving your airport authority.

10:00 am – 10:15 am Break

10:15am – 11:30 am
**Session 2: Integrating LEAN Six Sigma into Purchasing**
1.25 Contact Hours
Presented by: Bruce Collins
In 2015, City of El Paso launch a Lean Six Sigma Program to look for opportunities to become more efficient, eliminate redundant processes and streamline some important processes across multiple departments. One of the City’s department under this situation was the Purchasing & Strategic Sourcing Department. Based upon the Voice of the Customer and needing an improved process to accommodate the accelerated bidding schedule for roughly $ 900 million of capital projects and infrastructure related maintenance; the City decided to tackle this process by using a Kaizen event approach. The attendees will learn how to conduct a Kaizen event in a non-manufacturing environment and lessons learned during the implementation.

11:30am – 12:15
**Procurement Round Table**
0.75 Contact Hours
Discussion on relevant procurement topics submitted by our membership.
Day 1: Friday, August 23, 2019

**Afternoon Sessions:**

12:15 pm – 1:30 pm
Lunch will be provided

1:30 pm – 2:45 pm
Session 3: Ins and Outs of IFBs  
Presented by: Amy Flack  
1.25 Contact Hours
Going through the solicitation process for the first time can be a bit of a daunting task—every entity does it differently and knowing where to start can be a challenge. When should you use the Invitation for Bid process? What is the difference between specifications and scope of work? How do we know we haven’t missed anything? Explore the basics of the IFB process and specification writing, consider how checklists can be a great guide to get you through your process, and discuss other tips to help make your IFBs a success in this discussion-focused, lecture-style session.

2:45 pm – 3:00 pm  
Break

3:00 pm – 4:15 pm
Session 4: Panel Innovative Connections  
Presented by: Bruce Collins/April Johnston/ Jana Vargas  
1.25 Contact Hours
Hear how Myrtle Beach Airport has collaborated with local agencies to create an inclusive workshop for small and local businesses. Learn how El Paso has embraced technology to create an avatar to assist external Procurement customers. See how San Diego redesigned their Procurement process for an Innovation Lab to assist startups resulting in new revenue contracts that increase services for airport passengers.

4:15 – 4:30 pm  
Day 1 Wrap-up

6:00pm  
APG Dinner

Note: Session and Special Event times are subject to change.
Day 2: Saturday, August 24, 2019

**Morning Sessions:**

7:00AM – 8:00AM
Breakfast will be provided

8:15 am – 10:00 am

**Session 1: Title VI and ADA Compliance**  
**1.75 Contact Hours**

Presented by: Yovannie Rodriguez

Title VI and ADA Compliance affect Procurement’s contracting program, airport tenants, concessionaires, fixed based operations and your employees. The FAA will investigate all complaints, conducts national trainings and conducts regular audits for compliance. Is your Airport compliant? Are your contract terms up to date? Are your contractors, tenants and concessionaires informed? In this session we will discuss compliance requirements, checklists, audits, and best practices.

10:00 am – 10:15 am
Break

10:15 am – 10:45 am

**APG Business and Board Meeting**

10:45 am – Noon

**Session 2: Procurement as a Business Partner: The Value of Influence**  
**1.25 Contact Hours**

Facilitated by: Justina Mann

When procurement is engaged as a business partner, we can drive results with impacts that will be felt throughout the airports bottom line. Procurement must use consultative skills to provide advice that is meaningful to stakeholders in order to be invited to and stay in the room. This presentation will focus on how procurement can build and maintain those relationships while being accountable for governance and compliance per Procedural and policy requirements.

Noon – 1:15 pm
Lunch will be provided
Day 2: Saturday, August 18, 2018

**Afternoon Sessions:**

1:15 pm – 2:15 pm  
**Session 3: CMAR Delivery Method**  
Presented by: Shannetta Griffin, P.E., Chief Development Officer, Columbus Regional Airport Authority  
This session will provide an overview of the CMAR delivery method including key elements, major participants, pricing models and best practices.

1.00 Contact Hour

2:15 pm – Closing Remarks and Wrap-Up

2:30 pm – 5:00 pm  
“Fly Buy” Event  
Conference attendees will meet one-on-one with 15 different Suppliers who provide products and services beneficial to the aviation industry.

6:00 – 8:00 pm  
Special APG Networking Event: Dinner Cruise/Tour
Note: Session and Special Event times are subject to change.