



**Contract
Management
In Government**

Effective practices in implementing
and managing state government contracts

Governor's Center for Management Development
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Contract Management In Government

**Effective Practices in Implementing
And Managing State Government Contracts**

Class Location & Dates

Commons Conference Center

JJ "Jake" Pickle Campus, Austin, Texas

- ★ Week #1 August 5 ~ 7
- ★ Week #2 September 8 ~ 10

Sponsored by:

Governor's Center for Management Development
Lyndon B. Johnson School of Public Affairs
The University of Texas at Austin
www.utexas.edu/lbj/gcmd

Overview: An emerging, critical competency for leaders in state government is the ability to implement and manage out-sourced contracts. This six-day professional development program is designed specifically for managers in state government agencies and will acquaint these managers with all aspects of the contracting process.

Program Topics:

This program is organized into three parts:

Part One: Overview of Contracting (On-Line)

Participants should allow 4-5 hours to complete this self-paced, on-line portion of the course prior to the first classroom session. Set-up instructions will be included in the registration confirmation.

Part Two: Procurement as the Foundation for Successful Contract Management

- * Principle features of a well-conceived procurement design
- * Using the procurement process to optimize results
- * Conducting an effective proposal evaluation

Part Three: Contract Negotiation, Implementation, Oversight, Support and Wind-down

- * When and how to negotiate
- * Contract administration infrastructure
- * Pre-Implementation Planning and Assessment
- * Support, trouble-shooting and problem solving
- * Primary contract oversight
- * Amendments, renewal and close-out

Tuition/Registration: * Tuition for this course is \$1,150.

To register call 512-475-8100 or register on-line at:

www.utexas.edu/lbj/profdev/gcmd/calendar.php

** Enrollment is on a first-come/first served basis..*

** See Registration website for attendance and cancellation policy.*

Location: Commons Conference Center - JJ "Jake" Pickle Campus of The University of Texas at Austin. Driving and parking directions, as well as area hotels, can be found on the website at: www.utexas.edu/commons/about.html

Instructional Faculty: Instructors in this course have extensive experience in managing state government contracts.

Randy Fritz is the former Chief Operating Officer of the Department of State Health Services and the Texas Department of Health. In those positions, he oversaw all of the infrastructure services for those agencies, including contract oversight and support and information technology, and he also led several cross-functional agency teams that worked on high-profile issues such as the Strategic National Stockpile exercise, the agency response to Hurricane Rita in the State Operations Center, and the expansion of newborn screening.

Billy Hamilton has served as Associate Deputy Comptroller, Chief Revenue Estimator, as well as Research Director with the Comptroller of Public Accounts. Billy served as director for the Policy Economics group of KPMG Peat Marwich in Washington, D.C., and as Executive Director for a committee on Tax Equity to study the Texas state tax structure. Presently a consultant in tax, fiscal policy and related issues, he also writes for the national publication, *State Tax Notes* and is an adjunct professor at the LBJ School of Public Affairs.

Dr. Robert Ambrosino has nearly 20 years experience in Texas state government, including positions as Quality Manager for the Department of Information Resources, and at the former Texas Department of Human Services as director of the Texas Electronic Benefits Transfer (EBT) project. He has also served as the Executive Director of a statewide non-profit agency for 7 years, and is currently on the faculty in the Department of Social Work at The University of Texas at San Antonio.