



VAGP's Professional Development Committee  
presents another...

# Low Fee Seminar

LEAP INTO EDUCATION



Presented in conjunction with *James Madison University*

## How to Award to the Best Vendor

Organizations need to be assured their purchasing departments are awarding contracts for goods and services to the best available vendor. Exceptional organizations demand excellence from their purchasing departments in the areas of contractual assurances, research, and intelligent decision-making. This course covers strategies, thought processes, and research skills that are overlooked by organizations that place emphasis on making "fast awards" rather than "quality awards." How a purchasing department understands the marketplace and assures itself by using prerequisites and documentation, liquidated damages, and other purchasing tools to place an award with the best vendor available will be discussed. Items of significant impact on contracts, such as Changed Costs, Freight, Extra Work, and Liquidated Damages will be discussed through sample clauses and case studies. This course will provide the foundation for a mindset oriented toward professional success and is recommended for new and veteran professional purchasers, supervisors, managers, end-users, and others concerned with achieving best value.

**Instructor:** Fred Marks, CPPO, VCO

**Date:** March 9, 2012

**Time:** 8:30 a.m. to 5:00 p.m.

**Where:** **James Madison University**  
752 Ott Street, MSC 5720  
Harrisonburg, VA 22807

**Cost:** **\$70.00/VAGP** Member or \$90.00/Non-Member  
(Includes light refreshments)

If you have questions regarding this offering, please contact the seminar sponsor, Chris Cheney, CPPB, 703-324-3279, [Christopher.cheney@fairfaxcounty.gov](mailto:Christopher.cheney@fairfaxcounty.gov)

**SPACE IS LIMITED – PLEASE REGISTER EARLY**  
Seminar requires a minimum of 20 registered attendees

**Please fill out the following form and return to:**  
**VAGP**

**638 Independence Parkway, Suite 100**  
**Chesapeake, VA 23320**

or **register online at:** <http://www.vagp.org/education/lowfee.html>

**P 757-609-3696 | F 757-473-9897 | E [info@vagp.org](mailto:info@vagp.org)**

REGISTRATION FORM - VAGP Professional Development Low Fee Seminar

**How to Award to the Best Vendor**  
**March 9, 2012 / James Madison University**

Name: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Registration Fee Enclosed:  \$70.00 - VAGP Member       \$ 90.00 - Non-Member  
*(To obtain the VAGP member fee, the individual registering must be a paid member at least three (3) days prior to registration.)*

Payment:  Check Enclosed *(made payable to VAGP)*       Credit Card (type: \_\_\_\_\_)

CC#: \_\_\_\_\_ Exp. \_\_\_\_\_ / \_\_\_\_\_

Mail or Fax this form with payment to: **VAGP**  
**638 Independence Parkway, Suite 100, Chesapeake, VA 23320**  
**P 757-609-3696 | F 757-473-9897 | E [info@vagp.org](mailto:info@vagp.org)**

**To register online: to go <http://www.vagp.org/education/lowfee.html>**

**Credits:** A proof of attendance form will be provided upon completion of the class. You may submit the form with applications for CPPB & CPPO certification/re-certification to UPPCC/NIGP for consideration, although NIGP certification/recertification points are not guaranteed. UPPCC allows 1 point per 8 hours of instruction for Chapter/Regional seminars that they approve. VCO holders may also receive 1 point towards VCO recertification for this 8-hour seminar.

*(Fees are non-refundable unless written notification of cancellation is given to VAGP by individual/individual's agency at least five (5) business days prior to date of the seminar. If registered individuals have not submitted payment and do not attend the seminar or give proper written notice of cancellation, payment is due within ten (10) days after the seminar.)*