

WASHINGTON STATE CHAPTER OF NIGP
Presents a 1-Day Seminar

Understanding Procurement

Contract Law

September 28, 2005
Spokane, WA

- Fees:** National or Chapter NIGP Member – \$150, Nonmember - \$180
- Location:** West Coast Ridpath Hotel, 515 West Sprague Avenue, Spokane, WA 99201
1-800-325-4000 or (509) 838-6122
- Time:** 8:30 AM – 4:30 PM
- Instructor:** Karen Theriault, Esquire, C.P.M.
- Class Size:** Minimum Requirement - 20; Registration Deadline – September 21, 2005
- Lodging:** West Coast Ridpath Hotel, 515 West Sprague Avenue, Spokane, WA 99201
1-800-325-4000 or (509) 838-6122
- Contact:** Gerhild Turner gerhild.turner@commtrans.org (425) 348-2308

Course Outline:

- Definitions
- Five Required Elements of a Contract
- Contract Formation
- Sources of Contract Law
- Contracts that Require Writings
- The Reply Doctrine
- Mistakes & Ambiguities
- Vendor Non-Performance
- Breach of Contract
- Buyers & Sellers Rights
- Buyers & Sellers Remedies
- Contract Termination
- Liquidated Damages

Presenter: Karen Theriault, Esquire, C.P.M., is a procurement consultant and trainer with over 25 years experience in public procurement, eight as a consultant and trainer with cities, counties, schools, and other local agencies. She has a law degree and is a Lifetime Certified Purchasing Manager. In addition to The Handbook For Writing Bids & RFPs, she has written Public Procurement For Smarties and four online procurement courses for the University of Wisconsin. She also provides her own online procurement courses at www.TheProcurementConnection.com.

**Also make plans to attend the PNPPA Conference in Spokane, WA
PACIFIC NORTHWEST PUBLIC PURCHASING ASSOCIATION (PNPPA) 2005 FALL CONFERENCE**

Pre-Registration & Reception: Sept 28 - 4:00-8:00 pm; Sessions: Sept 29-30
Contact: Thea Bremer, City of Spokane, (509) 625-6403, tbremer@spokanecity.org



WASHINGTON STATE CHAPTER OF NIGP
c/o B. Brady
PO Box 5374
Bellingham, WA 98227

REGISTRATION FORM

(Send completed registration form and payment to the above address.)

Understanding Procurement Contract Law

September 28, 2005 – Spokane, WA
Registration Deadline – September 21, 2005

Seminar Fees:

- Make checks payable to **Washington State Chapter of NIGP**, c/o B. Brady, PO Box 5374, Bellingham, WA 98227
- Mail checks with registration forms to the organizer's address found in the upper right corner.
- Chapter Federal Tax ID No. 16-1671379
- Registrations received after the deadline or without payment may not be accepted Registrations received after the deadline or without payment may not be accepted

() NIGP National Member - **\$150** Agency Name _____

() NIGP Chapter Member - **\$150** Chapter Name _____

() Non-Member - **\$180** Please send information on membership: () NIGP () WA State Chapter

Cancellation Fee: Cancellation fee of 30% if cancelled after the deadline date. No refunds for cancellations after the deadline date, which bring the attendance below the minimum attendance requirement of 8.

NSF Charge: \$29 (NSF charge subject to change should the bank increase or decrease the NSF fee.)

Registrant Information: (Please print all information)

Name: _____
() Mr. () Ms. Last Name First Name Middle

Title: _____

Full Agency Name: _____

Work Address: _____

City and State/Province: _____ Zip Code/P.C. _____

Work Phone: () _____ Ext. _____ Fax: () _____

Email Address: _____

Seminar Information:

When: Wednesday, September 28, 2005 - 8:30 AM – 4:30 PM

Class Size: Minimum Requirement - 20

Where: West Coast Ridpath Hotel, 515 West Sprague Avenue, Spokane, WA 99201,
1-800-325-4000 or (509) 838-6122

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