

# Procurement Series II – Risk Assessment and Basic Core or Price Analysis

The Florida Department of Transportation **Statewide Transit Technical Assistance and Training Program**, administered by the USF Center for Urban Transportation Research (CUTR), will be presenting the **Procurement Series II – Risk Assessment and Basic Cost or Price Analysis** on March 18-22, 2019. This course is sponsored by The Bloustein School of Planning and Public Policy at Rutgers, The State University of New Jersey.

## Date & Time:

March 18, 2019            1:00pm – 4:30pm (registration 12:30pm – 1:00pm)  
March 19-21, 2019      8:30am – 4:30pm  
March 22, 2019         8:30am – 12:00pm

## Host Agency/Training Location:

USF Center for Urban Transportation Research (CUTR)  
3808 USF Alumni Drive - Room 102  
Tampa, FL 33620  
Phone: (813) 974-3120



## Overview:

The second of a four-part series\*, this four-day course is designed to strengthen the procurement practices of transit authorities by improving the ability to perform cost and price analysis. This basic training helps build the sound financial management practices that are expected of organizations and agencies receiving direct grant support from the FTA. This revised course uses "best practices" and several hands-on exercises to augment explanations of acquisition strategies, design-build contracts, using data from cost and price analysis and price and cost certification. The effect risk has on different types of contracts and specifications are covered in great detail. The Best Practices Procurement Manual and Circular 4220.1F are referenced throughout the course. This course is conducted utilizing exercises, case studies, and other interactive training activities. A small calculator would be helpful for the class exercises.

\*It is highly recommended that the four procurement courses be taken in the following order: Orientation to Transit Procurement, Risk Assessment and Basic Cost or Price Analysis, RFP's and Competitive Contract Negotiations, and Contract Administration.

Topics include, but are not limited to:

- Price or Cost Analysis
- Effect of Price or Cost Analysis on Types of Contracts
- Contract Modifications
- Determination of Fair and Reasonable Price
- Methods of Conducting Cost Comparison
- Role Risk Plays in Pricing
- Effect of Contract Type on Allocation of Risk
- Effect of Specification Type on Risk Allocation
- FTA's Role in the Procurement Process

## Audience:

This course is for those currently engaged in procurement for federal-funded transit agencies, contract administrators, project managers, procurement and contracting personnel wishing to improve their skills, transit suppliers, and FTA regional staff who review third-party contracting. Transit suppliers are encouraged to attend in order to understand the agency procurement function more thoroughly.

## Fees:

There are no fees to attend this course for current employees of a Florida public transit agency and who meet criteria identified in the [Transit Training Policies and Procedures](#). All participants must have permission from their transit system's operations manager to attend this course. Upon acceptance of registration, participants will receive a logistical confirmation with travel authorization form via email.

There are no travel reimbursement opportunities available for this course. USF is an Equal Opportunity/Equal Access Institution. For disability accommodations, please contact Molly Buffington at [buffington@cutr.usf.edu](mailto:buffington@cutr.usf.edu) a minimum of ten (10) working days in advance to the training session.

**Registration Deadline is February 13, 2019**

## How to Register

For this course please register online via: <https://www.surveymonkey.com/r/TQ7PSP5>

Visit [www.cutr.usf.edu](http://www.cutr.usf.edu) to learn about additional transit training opportunities, workshops, conferences, and special events.

Visit [Transit Training Policy & Procedures](#) to review policies and procedures of the training programs.

For questions regarding this training course, please contact Molly Buffington at [buffington@cutr.usf.edu](mailto:buffington@cutr.usf.edu).

For LMS questions or technical assistance, please contact Stephanie Lewis at [zavacki@cutr.usf.edu](mailto:zavacki@cutr.usf.edu).