

# Contract Administration



**Course Number:** MTS CP 514

**Scheduled Sessions:**

**Cost Per Person:** No Charge/Participating, \$15/Non-Participating

09/18/19

**Eligibility:** Course fulfills the re-certification requirement for Level 2 Procurement certification

11/06/19

**Instructor:** Karl Wendt

**Length:** 8:30 am - 1:00 pm

**Location:** Des Moines, Hoover State Office Building, Level A  
Procurement Conference Room

## **Overview:**

This course on Contract Administration is designed to assist employees of the State of Iowa who are involved in the administration and monitoring of state contracts. The course concentrates on those activities that occur following contract award, and includes contract initiation, monitoring contractor performance, payments, modifications, handling disputes and claims, termination and contract close-out.

**Course Objective:** To strengthen the administration and management of State contracts in accordance with Iowa Code, Administrative Rules, standard procedures and best practices.

This course fulfills the re-certification requirement for Level 2 procurement certification.