

**Utility Purchasing & Material Management (UPMM):** - TVPPA's Utility Purchasing & Material Management curriculum is designed for public power purchasing personnel. This course of study focuses on contracts, quality metrics, work order systems, negotiations, business strategies, and utility case studies.

## **Instructor Led Classes:**

**Quantities, Quality, Pricing & Supplier Selection** - This class will examine the important aspects of the purchasing world and how it relates to local power companies in the valley. Topics discussed will include, EOQ, OPM, the 5 Ws, MRO, centralization and decentralization, policies and procedures, ROP, SOE, contracts, negotiation, quality metrics, supplier selection, and SPC.

**Workorder, Inventory & Plant** - This class will introduce you to the work order system and how it operates in a utility. Participants will see how the work order system processes impact each department of the utility and gain a better understanding of each other's responsibilities. It is designed to give the participants a high level overview of manual work order closing from the time a work order is approved until it is completed and its plant units and costs are closed.

**Negotiations and Contracts** - When dealing in the purchasing realm, interpersonal skills and relationships are key to a diverse business strategy. In this class we will focus on how to use different personality traits to gain better strategies of communication within and outside our companies. With learning different traits and communication, we have a better understanding of how to control negotiations and contracts. Knowing that these two go hand-in-hand, we will learn new tactics, how to handle old tricks and what the law references in both of these scenarios. Participants will also learn supplier selection criteria and method development for obtaining qualified, dependable and competitive companies to do business with.

**Case Studies in Utility Purchasing** - This is the fourth and final class in the UPMM Certificate. Each participant will be asked to present their purchasing case study to the group during this class. Through the analysis and debate of real-life case studies participants will have the opportunity to review all cases and apply these introduced in class as well as their own experiences.