

Department of Administrative Services



Oregon Forward Program
Cadre Meeting
1/20/26



Agenda

- 01** Ice Breaker
- 02** OFP Updates
- 03** Meeting Topics
- 04** Training



Ice Breaker

What is one
thing on your
bucket list?



OFP Updates-

Roadshows- on hold

Public Agency
Cadre Meeting
quarterly- 1st one
started



Meeting Topics



Oregon Corrections Enterprises



Welcome Melanie Doolin!

Training

TRAINING

A hand holding a blue marker is shown underlining the word 'TRAINING' in a blue, hand-drawn font. The background features a pattern of light blue, curved lines.

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Consistent Naming Conventions- Price Determinations

Contract #- Street Name- What item it is

i.e. 123456- Happy Street- CWB

123456- Happy Street- RPD

123456- Happy Street- Contract

CWB= Costing Workbook

RPD= Request for Price Determination

Visuals for Processes Created



Application

How to work with OFCs

Notice to Cure

Successor Contracts

Work Order Contract

Annual Report

Brainstorming Trainings Ideas



Upcoming



- Overhead calculation form finalization on Smartsheets coming soon
- Smartsheet projects- Suitability, Legal Agreement, Annual reports notification, cure notice
- Templates projects- price agreement template, application letter, suitability letter, legal agreement, advisory letter, notice to cure, WOC template
- Visuals- Direct labor and suitability
- Oregon Statewide Transition Conference Presentation
- Follow Up surveys

