



MICHAEL E. PURDY

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Experience

■ MICHAEL E. PURDY ASSOCIATES, LLC

Principal. Provide strategic contracting analysis, implementation, and training to government agencies and businesses on a wide variety of public contracting and procurement issues. www.mpurdy.com. (March 2005 to present)

■ UNIVERSITY OF WASHINGTON

Contracts Manager. *Capital Projects Office.* Manage all construction and design (architectural and engineering) contracts representing more than \$1 billion worth of capital improvement projects for the largest university in the State. (October 2005 to February 2010)

- **Manage Contracts Department:** Direct the operations and functions of the Contracts Department, including supervision of five staff to ensure the University's compliance with applicable State and federal laws and regulations, and internal University policies.
- **Strategic Advice:** Provide strategic advice on contracting, procurement, risk management, legal issues, political considerations, and legislative affairs to senior management and project and construction managers.
- **Alternative Contracting Practices:** Propose and develop alternative and creative contracting and procurement methodologies that are in the best interests of the University. Provide leadership to the University's use of alternative project delivery systems authorized by State law (GC/CM, Design-Build, JOC).
- **Competitive Selection:** Coordinate and manage competitive solicitations for contractors and consultants.
- **Contract Development and Negotiation:** Draft, review, and negotiate contracts and amendments for compliance with laws and policies, and that protect the University's interests. Revise and modify as appropriate standard contract language to address new situations and to improve the protections afforded to the University.
- **Contract Disputes:** Mediate and resolve selection and bidding protests, appeals, and contractual disputes.
- **Legislative and Political:** Develop and maintain collaborative relationships with industry-wide stakeholders throughout the state. Negotiate, draft, monitor, and analyze legislation impacting public contracting.
- **Training:** Provide training to University employees and to public agencies throughout the State on contract administration issues and legislation impacting public contracting.
- **Diversity:** Manage business diversity program efforts to facilitate and encourage use of women and minority owned businesses on the University's design and construction contracts.
- **Ethics:** Provide advice to University employees on ethical issues related to potential employee and/or contractual conflicts of interest.

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■ SEATTLE HOUSING AUTHORITY

Contracting and Procurement Manager. Direct and manage all contracting and procurement for one of the largest residential landlords in the State of Washington: goods, materials, equipment, and supplies; computer hardware and software; telecommunications and technology services; construction services; architectural and engineering services, other consultant services; social services; professional and other services. *(January 2001 to October 2005)*

- **Manage Contracting and Procurement Division:** Supervise staff of eight professional contract administrators and buyers and one administrative assistant.
- **Strategic Advice:** Provide agency-wide leadership on major policy issues. Develop strategies for most effective contracting methodologies that comply with applicable State and federal laws and regulations, and internal policies.
- **Competitive Selection:** Manage development of bid documents (Design-Bid-Build and GC/CM), requests for proposals (RFPs), and requests for qualifications (RFQs).
- **Contract Development and Negotiation:** Develop standardized contract provisions. Negotiate contracts.
- **Contract Disputes:** Mediate and resolve selection protests and appeals, and contractual disputes.
- **Contracting and Procurement Policies:** Re-wrote the agency's contracting and procurement policies that received approval from federal government reviewers at HUD.
- **Hi-Tech Contracts:** Managed selection, wrote and negotiated contract for technology projects including electronic document management system, electronic timekeeping system for employees, conversion of J.D. Edwards financial management software to PeopleSoft.

■ CITY OF SEATTLE

Contracting Manager, *Executive Services Department.* As chief contracting officer, direct and manage citywide contracting section with \$1.4 million budget and 20 employees for the largest city in Washington. Bid and award almost \$100 million of construction contracts annually. Manage contract payments, consultant roster program, monitoring of "prevailing wage" requirements, use of women and minority owned businesses. Develop and manage program for use of apprentices on public construction contracts. Develop standardized contract provisions. Provide strategic and operational advice in the development and management of consultant contracts. Negotiate contracts. Mediate and resolve selection protests and appeals, and contractual disputes. Provide general administrative and legal oversight and management of the city's construction and consultant contracts. Serve as liaison with business community. *(January 1994 to December 2000)*

Assistant Contracting Manager, *Department of Administrative Services.* Operations and deputy contracting manager for citywide contracting section for construction and consulting contracts including selection, contract development and administration, staff supervision, human resource management, financial and budget management, contractual/legal advice and administration. Develop and manage contracting database and computer system. Serve as computer network administrator. *(January 1992 to December 1993)*

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Executive Director (acting), *Board of Public Works*. As a city department head and a member of Mayor Charles Royer's cabinet, direct and manage the city department responsible for centralized construction and consultant contract administration, as well as management and use of the public right-of-way. Coordinate public hearings and meetings. Manage media relations for department. Develop and present budget to City Council; manage budget. *(October 1980 to August 1982)*.

Assistant Executive Director, *Board of Public Works*. Manage financial, budgetary, and human resource functions of Board of Public Works Department, in addition to all of the duties for the Assistant Contracting Manager position listed above. *(October 1979 to September 1980; August 1982 to December 1991)*

■ UNIVERSITY OF PUGET SOUND

Marketing Research Analyst, Design and manage marketing research database for the University's branch campuses in Seattle and Olympia; Develop and conduct surveys, research, analyze, and report findings on student enrollment data. *(September 1978 to May 1979)*.

Assistant Director, *Olympia Campus*. Manage day-to-day operations of university branch campus program offering bachelor's and master's degrees in business and public administration. Recruit faculty and students. Advise and counsel students on academic progress. Manage campus facility. Develop and implement marketing strategies. Communicate with the media. *(April 1977 to September 1978)*.

Registrar and Admissions Counselor, *Seattle Campus*. Hired to solve operational and communication issues between branch campus in Seattle and main campus in Tacoma. Develop policies and standardized procedures for, and administer student registration and admissions process for Seattle campus. Train and coordinate registration staff. As admissions counselor for Seattle and main campus, review applications and make decisions on whether to admit students to the university. *(September 1976 to March 1977)*.

■ U.S. HOUSE OF REPRESENTATIVES

Congressional Intern, Research, analyze, and prepare reports for a U.S. Congressman on a variety of public policy issues, including a major research paper on the energy crisis. *(June 1973 to August 1973)*.

Education

Bachelor of Arts, Business Administration and Public Administration (double major), University of Puget Sound (Tacoma, Washington), May 1976.

Master of Business Administration, University of Puget Sound (Tacoma, Washington), May 1979.

Master of Divinity, Fuller Theological Seminary (Pasadena, California), June 1990.