



Florida Association of Public Purchasing Officers

June 2006

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Check out the **Professional Development Seminars** we have in store for you!

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Message from the President

I have read the messages in this space for years now and even popped them into the newsletters during my tenure as Secretary, but it's a bit amazing now to be writing one myself. It is still a humbling experience to be on your board.

Before I go any further, I'd like to thank Russ Wetherington for the fine job he did as our President this past year. He made some tough decisions with a hurricane bearing down on the Fall Workshop last October and later with the hotel presenting some issues with which he had to deal. The tradeshow was a greater than expected success with a rash of late registrations through the hard work of Linda Smith and Joel Mariani, as well as a couple of blast e-mails from Karen Walbridge and Kirk Buffington. Those vendors put Russ to scrambling again in order to find additional space at the Ocean Center and he came through.

In one of his final acts as President, Russ assembled a committee to evaluate the hiring of an Executive Director for our association. Past boards have discussed this and even added language to the by-laws to address the duties, but we have not yet gone the final step. Our membership last year exceeded 1200. It is becoming more difficult to operate and manage an organization of this size with only volunteers. Some of our colleagues around the country have marveled at the fact that we have done it and continue to do it. It can also be a challenge for people to be willing to serve this association as an officer. We are hopeful that this committee will be able to point us in the right direction.

Visit Our Website! www.fappo.org

Message from the President (continued)

Another item that we have had many discussions on over the years is strategic planning. Many agencies have had strategic planning sessions to help guide them. NIGP National has done it and periodically updates their plan. As we continue to grow, it becomes more important for us to have a plan by which to manage that growth. One of my goals is to schedule this meeting and invite interested persons to attend so that we can develop a preliminary plan.

I would encourage each and every member to try and invest a part of themselves in this association. Not only does it benefit the organization as a whole, but it benefits you. The people I've had the chance to work with on committees and on the board have been awesome. Sure there are all kinds of personalities and issues to deal with. That's life. Take a chance. Serve. Be in the arena, as Teddy Roosevelt said. If you have an interest in something we do, give me a call or shoot me an e-mail and I'll call you. We'll hook you up with someone on a committee. With 1200 members, there's a lot to do. And those of you who are certified can earn recertification points for serving on a committee so you'll help yourself in that area as well.

We had a great deal of feedback from the conference in Daytona Beach and will use it to plan future events. The Fall Workshop is coming up next on October 20th at the Bahia Mar Hotel in Fort Lauderdale. More details will be forthcoming. If you have comments to make about anything, send them along to me or any officer, board member or committee member. We will attempt to address them. This is your association. Help us make it better.

Dave

David E. Nash, CPPO, CPPB

**Mark Your Calendar
Fall Workshop
October 20, 2006
Bahia Mar Hotel
Fort Lauderdale**

Message from the Past President

Fellow FAPPO Members,

I want to personally express my appreciation and gratitude to all of you who attended the 2006 conference and to those who stayed behind making it possible for your co-workers to attend. The 2006 conference in Daytona Beach was made possible by all of the many volunteers who volunteer their time to help FAPPO put on such a great conference every year. I was blessed with some real good people that helped make everything happen as planned. The speakers were great, the events, classes, and food were exceptional. I hope you not only had fun, but that you had fun learning and were able to take back the excitement and momentum of your experiences to your agency and co-workers. The numbers for the 2006 Conference: we had a total of 282 registrations for the week, with an average daily attendance of approximately 250 attendees and 39 first time attendees.

It takes about 40 people to make up the various committees and to keep FAPPO Association running smoothly over the course of a year. When you see a committee member or a Board member at one of the conferences or at any time, please take the time to stop and say thank you. These people volunteer their time and energy to make FAPPO the success that it is year in and year out. I challenge each of you to get involved with the association and take an active role in the future of your association!

The trade show was a tremendous success and we received positive feedback from all of the vendors. The Smith sisters (Linda and Ranae – actually no relation) did an outstanding job with the trade show, the Racecar game, and the social mixer.

I am not going to start to name everyone that has helped me through the last four (4) years, that way I will not forget anyone. I would like to say a Big Thank You each one of you who have been there for me.

Congratulations to Bobbye Marsala, C.P.M., CPPB, on being awarded the George H. Wolf Distinguished Service Award for 2006. Bobbye has given and continues to give to this association on a daily basis. Also, a hearty congratulations to John Klatt, C.P.M., CPPO, in recognition of his being awarded the Distinguished Volunteer Award. John has been volunteering his time for many years and has always added value to FAPPO. Bobbye and John are two individuals that I am honored to know and I privileged to have been in a position to recognize their talents and contributions to this association. They set the standard for giving and accomplishment in the purchasing profession and this association.

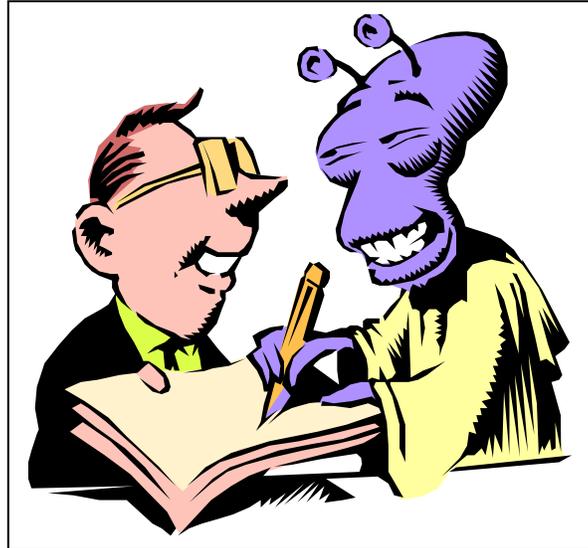
Thank you for allowing me the honor and privilege to have served as your president. I will always treasure the time spent representing each of you, as well as the opportunity that you gave me.

Sincerely,

Russ Wetherington
FAPPO President 2005-06

IT MAY SEEM ALIEN BUT....

... FAPPO NEEDS YOU! VOLUNTEER YOUR TIME AND EXPERTISE. CONTACT ONE OF YOUR OFFICERS TODAY! YOU CAN PICK FROM TRADE SHOW, SPECIAL EVENT, BANQUET, AWARDS ETC.... NEXT YEAR'S CONFERENCE IS IN FT. LAUDERDALE SO MAKE YOUR PLANS NOW TO ATTEND AND BE A VOLUNTEER!



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**“The person who knows how
to laugh at themselves will
never cease to be amused”
Shirley MacLaine**



Message from the Pro-D

I would like to thank all the Seminar Facilitators that lent a helping hand this year!

July 2005 – Joe Burch, St. Augustine

August 2005 – Leane Suominen, City of Fort Myers

October 2005 – Gerald Wilson, Long Boat Key

January 2006 – Ashley Provenza, Lakeland

February 2006 – Doreen Foss, City of Port St. Lucie

March 2006 – Janet Sheehan, Lee County

April 2006 – Bobbye Marsala, City of Palm Bay

May 2006 – Pam Thompson, Miami Gardens

June 2006 – Jacqui Perry, Seminole County

July 2006 – Debbie Garbett, City of Lake City

September & November Classes were cancelled due to lack of participation: Bobbye Marsala, City of Palm Bay & Carrie Woodell, City of Winter Park

Hurricane Season AGAIN.... Well I “know” with all your experience you’re all ready for just about anything! Soooo, let’s not let this distract us from our educational needs. There are seminars already scheduled for June and July 2006 and additional seminars being scheduled through July of 2007. Please look at your schedules and plan ahead!

Is your budget tight again this year ? Please entertain the idea of facilitating a class in your area. Remember if “you” facilitate a class “your” registration fee is covered by FAPPO.....WOW what a deal ☺ !!

Your “New” Professional Development Chair Person is Karen Walbridge, C.P.M. CPPB, Broward County Purchasing Division.

Karen is still looking for Facilitators so if your agency is interested please contact her as soon as possible.

Note: Mail registration form and payments for June & July 2006 Seminars to:

Laurie Victory, CPPB
Purchasing Manager
City of Ft. Myers
Post Office Box 2443
Ft. Myers, Florida 33902-2443

Phone: 239-332-6625
Fax: 239-332-0593
e-mail: lvictory@cityftmyers.com



Florida Association of Public Purchasing Officers

PROFESSIONAL DEVELOPMENT REGISTRATION FORM

Check Desired Course(s)	<i>Instructor</i>	<i>Title</i>	Location	<i>Dates</i>	<i>Cost</i>
	Dr. Lula F. Banks, Ed.D., CPPO, CPPB	Contracts Administration	Sanford, FL	June 28-30, 2006 8:00a.m. – 5:00 p.m.	M \$300.00 N \$550.00
	Rick D. Berry, CPPO	Legal Aspects	City of Lake City	July 24-26, 2006	M \$300.00 N \$550.00

Please circle one:

*M -- Member
Member*

N – Non-

Date: _____

Name: _____

Entity: _____

Address: _____

City: _____, FL Zip _____

Telephone: (_____) _____ Facsimile: (_____) _____

E-mail Address: _____

Seminar Title: _____

Payment arrangements must be made in advance.

Make checks payable to: Florida Association of Public Purchasing Officers, Inc.

Tax I.D. Number 59-2615678

Note: Mail registration form and payment (No Purchase Orders/Credit Cards) to: (May, June & July 2006 Seminars)

Laurie Victory, CPPB
Purchasing Manager
City of Ft. Myers
Post Office Box 2443
Ft. Myers, Florida 33902-2443
Phone: 239-332-6625
Fax: 239-332-0593
e-mail: lvictory@cityftmyers.com

Note: Mail registration form and payment (No Purchase Orders/Credit Cards) to: (For all Seminars after July 2006 – May 2007)

Karen Walbridge, C.P.M. CPPB
Purchasing Agent III Specialist-
Broward County Purchasing Division
115 S. Andrews Ave.
Fort Lauderdale, FL 33301-4804
Phone: (954)357-5946
Fax: (954)357-8535
e-mail: kwalbridge@broward.org

NOTE: ***

Further information on actual seminar locations, site coordinators and hotel information will be provided at least 6 – 8 weeks prior to the date of the seminar.

Florida Statutes on Procurement for Local Governments

by Bobbye Marsala, C.P.M., CPPB, FCPM, FCPA

Purchasing & Contracts Division Manager, City of Palm Bay

June 2006

This month we will discuss Florida State Statute 274 for Tangible Personal Property Owned by Local Governments; to include the disposal of Surplus Property.

In general, Florida Statute 274 discusses tangible personal property for local “governmental units” which are defined as county taxing districts of the state or the sheriff of the county. As we have stated in several articles in the past, even though this statute may not be applicable to all local government entities, many use it as a model to establish their individual requirements. Once again, check with your legal department for direction.

A ruling from the Attorney General (AGO 96-19, 2/29/96) summarizes the applicability to municipal governments whereas in the absence of a charter provision or ordinance prescribing the procedures to be utilized, the manner of disposal is left to the discretion of the municipality’s governing body, providing such body acts in the best interest of the municipality.

The word “property” is identified as fixtures and other tangible personal property of a non-consumable nature, the value of which is \$1,000 or more and the normal expected life of which is 1-year or more (274.02).

The governmental unit has the primary responsibility for the supervision and control of its property, but may delegate its authority to a custodian. The statute requires that the governmental unit’s property be marked, properly recorded and inventoried both annually, and whenever there is a change in the property custodian. The custodian may or may not be a bonded officer, however, in each county; the sheriff shall be the custodian of the property of the office of the sheriff.

So, once you have identified and properly marked all of your property, and have utilized it for more than its life expectancy, how do you get rid of it? The answers lie in Section 274.04, 274.05 and 274.06. First the governmental unit must classify the property to be considered as “surplus” by identifying whether it is obsolete or the continued use is uneconomical or inefficient, or which no longer serves a useful function. This is determined at the governmental units’ reasonable discretion.

There are several disposal methods described in this statute. Many agencies are under the impression that they have to make their surplus available to “other governmental units” first. If they follow the requirements of 274.05, that is an option. This section of the statute allows for the sale or donation to the best acceptable bid from other governmental units or private non-profit agencies within the units’ county or district. The transfer costs are to be born by the receiving agency.

Section 274.04 allows for the exchange or trade-in for allowance to the cost of the purchase of new property.

An alternate procedure (274.06) describes a method that allows for disposal for **value** to any person, any other governmental unit or political subdivision, or if the property is without commercial value, it may be donated, destroyed or abandoned. Once again, it is left to the governmental unit for reasonableness and discretion. Any property valued at \$5,000 or more must go through a formal process of advertisement for 1-2 weeks prior to the sale. Authority for the sale of this property must be recorded in the official records of the governmental unit.

Responsibility for the determination of “reasonable discretion” for identifying the value of property to be disposed of by each local government is very important. The ultimate authority is the governmental unit itself; however input from the using department is paramount and should be reviewed and approved by the directors before processing for disposal. If you are not sure of the accuracy of their value estimates, try checking several on-line auction sites. They are great tools and should not be overlooked as an important resource for your research.

IN MEMORY
Anne Lodato, CPPB, FCPM

FAPPO member Anne Lodato passed away unexpectedly on May 5, 2006, in Pompano Beach, FL. She was employed as a Purchasing Agent with the South Florida Regional Transportation Authority at the time of her death. Prior to that, she had worked in purchasing positions for both the City of Sunrise and the City of Tamarac in south Florida.

In addition to FAPPO, Anne was a member of the Southeast Florida Chapter of NIGP for many years and was serving on the board as the current Secretary. She also served for three years on the board of the Southeast Florida Governmental Purchasing Cooperative Group, culminating with the position of Chairperson in 2003. Anne was quick to volunteer and served on many committees over the years. She could always be counted on to do a great job. Just a few days before her death, she had agreed to accept a committee assignment with FAPPO.

Anne was born on February 11, 1957 in Manhattan, New York. She attended the University of Miami, which no doubt led to her attachment with south Florida. She was an avid scuba diver and a seeker of thrills on roller coasters around the country whenever she traveled. Her outgoing personality and joy of being with others will be sorely missed. She is survived by her husband, Art, and her mother Pearlette Michaelov. Expressions of sympathy may be sent to:

Arthur Lodato
1928 NE 47 St.
Pompano Beach, FL 33064

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***“LEADERSHIP IS CARING MORE THAN  
OTHERS THINK WISE, DREAMING MORE  
THAN OTHERS THINK PRACTICAL, RISKING  
MORE THAN OTHERS THINK SAFE, AND  
EXPECTING MORE THAN OTHERS THINK  
POSSIBLE”. Anonymous***

## **Automated External Defibrillators (AED's) in Public Schools**

An AED related Bill, Senate Bill 772, was passed during the 2006 Legislative Session and will become law July 1, 2006. Section 8 of the bill specifies that:

- (1) Each public school that is a member of the Florida High School Athletic Association must have an operational automated external defibrillator on the school grounds. Public and private partnerships are encouraged to cover the cost associated with the purchase and placement of the defibrillator and training in the use of the defibrillator
- (2) Each school must ensure that all employees or volunteers who are reasonably expected to use the device obtain appropriate training, including completion of a course in cardiopulmonary resuscitation or a basic first aid course that includes cardiopulmonary resuscitation training, and demonstrated proficiency in the use of an automated external defibrillator.
- (3) The location of each automated external defibrillator must be registered with a local emergency Medical services medical director.
- (4) The use of automated external defibrillators by employees and volunteers is covered under ss. 768.13 and 768.1325, Florida Statutes.

State of Florida, Department of Management Service offers a contract in where K-12's can purchase Automated External Defibrillators (AED's) through the use of Alternate Contract Source #465-000-06-1, a national level cooperative bid created by NASPO/State of Oklahoma that's effective through December 30, 2006 w/ 2 additional renewal periods allowed.

Awarded vendors on this contract are Cardiac Science Corporation, Medtronic ERS, and Philips Medical Systems. State of Oklahoma recently added Zoll Medical Corporation as another awarded vendor and the State of Florida is currently reviewing this vendor for addition to contract.

Discounts off MSRP range from 26% to 47% will deeper discounts given on single, large orders. See DMS State Contract website for details and pricing or contact Beverly Bulter at 850/414-6740.

### **State Contracts Awarded:**

New State Contract #600-340-06-1 titled "Copying and Facsimile Equipment, Maintenance, and Supplies" is awarded and on the DMS website.

### **State Contracts Renewed:**

State Contract #991-530-04-1 titled Mail Services for outsourcing of mail rooms has been extended through September 30, 2009 with vendor Pitney Bowes Management Services, Inc.

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## **New Secretary**

As Russ Wetherington steps down as President, a new person joins the board as Secretary. Marian Howe, CPPO, CPPB was elected at the Spring Conference in Daytona Beach. Marian is the Procurement Manager for the City of Punta Gorda and has served in the Procurement Division for 22 years. She is responsible for all aspects of the procurement function including acting as the primary negotiator for all city contracts. Marian is a past president of the NIGP Chapter Gulf Coast Association of Governmental Purchasing Officers. She has been active in FAPPO and has served on various committees. Since Hurricane Charley struck in 2004, Marian has been speaking to government purchasing associations across the United States about Disaster Preparedness and Recovery, including FAPPO, Gulf Coast Association, NIGP Forum and the State of Washington Purchasing Association. Congratulations to Marian on her new duties.





**Florida Association of  
Public Purchasing Officers**

*Membership Application / Dues Invoice*

*Please type or print*

Name: \_\_\_\_\_  
Last First M.I.

Certification:  CPPO  CPPB  C.P.M.  A.P.P.  Other: \_\_\_\_\_

Title: \_\_\_\_\_

Entity: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ FL Zip+4: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

Website: \_\_\_\_\_

*Include Entity's **Purchasing** Home Page, if applicable*

Check all that apply:  Renewal  Institutional Membership / Entity Check  
 New Member  Personal Membership / Personal Check

Regular or Associate Member: \$ 40<sup>.00</sup>  
 **Late Fee (after Sept. 1\*)**: \$ 10<sup>.00</sup>  
*\* Late Fees do not pertain to New Members*

Dues paid by Check #:  
\_\_\_\_\_  
\_\_\_\_\_

Membership Directory on CD  Membership Directory in Hard Copy  
*Your annual copy of the Membership Directory will be available in December from the FAPPO website as downloadable PDF files, unless you mark a box (above) for a CD or a hard copy version.*

**www.fappo.org**  
FAPPO's FEIN: **59-2615678**

Please fill in this form completely, and return with your check (**no credit cards**) payable to ...

Florida Association of Public Purchasing Officers, Inc. **or** FAPPO, Inc. to:

**Denise Schneider, C.P.M., CPPB**  
FAPPO Treasurer  
PO Box 280  
Goldenrod, Florida 32733-0280

## **FAPPO OFFICERS, 2006-2007**

### ***President***

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### ***Vice President***

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### ***Treasurer***

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### ***Secretary***

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**Visit our website! [www.fappo.org](http://www.fappo.org)**

### **Florida Association of Public Purchasing Officers**

C/O Childrens Home Society  
1485 S. Semoran Blvd. Suite 1448  
Winter Park, FL 32792

To a Member of a Great Association