



# Florida Association of Public Purchasing Officers

**August 2010**

## *Message From the President*

### **INSIDE THIS ISSUE**

2
Fall Workshop
3
Calendar of Events Career Opportunities
4
Membership Application
5
Legislative Changes
6-7
UPPCC Key Performance Data
8
Professional Development
9
Host Site
10
FAPPO Award CCNA Reform
11-12
FAPPO Bucks
13-14
AEP Info & Winners
15
New FAPPO CPPO's
16
New FAPPO CPPB's
17-18
Norma Showley Scholarship Fund/Donation Form
19-20
Call For Presentations
21-22
Florida State Term Contracts
23
Diamond Sponsor
24
Officer/Committee Listing

### **SAVE THE DATE**

**What: FAPPO FALL  
WORKSHOP**  
**When: November 4,  
2010**  
**WHERE: ORLANDO,  
FLORIDA**

I hope you are surviving the dog days of this very hot summer. But one great thing about August is that pro football training camps will be open and the MIGHTY HURRICANES will be getting ready to roll. Look out noles and gators!

I'm enjoying being your president and am working a number of issues of importance to the organization. As any officer or former president can confirm, you must balance the demands of the organization with those of the entity to ensure that both receive the appropriate attention. But being honest, sometimes the pendulum swings more in one direction than the other based on the issues at hand. It can be a delicate balancing act. However, the rewards for any officer, committee chairman or committee member is simply the satisfaction one receives from a job well done. That is what we are all striving for as we move through this year.

Our next big event will be the Fall Conference. Russ Wetherington is putting together a very informative conference with a focus on green procurement. The Fall Conference will be held on November 4<sup>th</sup>. We are currently soliciting venues. Specific information will be provided to you as we move forward. Also, look for an article from Russ on the Fall Conference in the newsletter.

Our membership numbers are encouraging. For the past few years we have hovered around 1,000 members and if current trends continue we may reach this level soon. As of July 2010, we have had 594 membership renewals compared to 425 during this period last year.

For our 2011 Conference, the exhibitor brochure is being finalized and we have a large list of exhibitors who participated in last year's trade show or were on the waiting list. It will be mailed to them during August.

Take care,

Johnny

## **FAPPO OFFICERS**

**Johnny Richardson—President**   **Mark Raiford—Vice President**  
**Carrie Woodell—Treasurer**   **Cheryl Shanaberger—Secretary**



**FAPPO FALL WORKSHOP**  
**November 4, 2010**  
**Orlando, FL**



**THURSDAY, NOVEMBER 4, 2010**

<u>Time</u>	<u>Event</u>	<u>Presenter</u>
7:30 – 8:30	Registration ..... Continental Breakfast	Cheryl Shanaberger
8:30 – 8:45	Opening Session .....	Johnny Richardson
8:45 – 9:15	Department of Management Services .... State Purchasing Web Site Updates	Lyle Hackett, Chief Bureau of Technology, Office Equipment and Services
9:15 – 10:45	Department of Management Services .... State Contract Updates .....	State Purchasing Bureau Chiefs Ellen Potts, Lyle Hackett, Kelley Scott
10:45 – 11:45	Department of Management Services .... Legislative Updates	Tony Garcia, Director State Purchasing
12:00 – 1:15 Lunch – Business Meeting		
1:30 – 2:30	.....	“How to get Your Entity Green Certified”-----Colleen Byrnes
2:35- 3:40	Office Green Behind the Scene-----	Lowry Moore
3:45- 4:45	LEED CERTIFIED ----- “How it Applies to Purchasing”	



# CALENDAR OF CURRENT EVENTS

DATES	EVENT	DESCRIPTION/INFORMATION
8/12-17/2010	NIGP Forum	San Antonio, Texas

## LOOK AHEAD

DATES	EVENT	DESCRIPTION
9/13/2010	UPPCC Exams	Register for exam for Oct 18-20, 2010
11/4/2010	Board Meeting	Peabody Hotel, Orlando
11/5/2010	Fall Conference	Peabody Hotel, Orlando
02/18/2011	Board Meeting	Peabody Hotel, Orlando

## CAREER OPPORTUNITIES

TITLE	ENTITY	CLOSNG DATE
Contracts Analyst	Greater Orlando Aviation Authority	Open Until Filled
Contracts Specialist	City of Port Saint Lucie	Open Until Filled

*Visit Our Website! [www.fappo.org](http://www.fappo.org) for  
Additional Event Information*



## Membership Application/Dues Invoice

### June 1, 2010 through May 31, 2011

Please complete this form and return with your check payable to Florida Association of Public Purchasing Officers, Inc. (FAPPO Inc.) or enter your credit card information and signature for processing.

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

Previous Last Name, if any: \_\_\_\_\_

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     New Member

Type of Membership: \$50.00 (Reg/Assoc)

Regular     Associate     Honorary

**Credit Card Information**

Name on Card: \_\_\_\_\_

Type:     Visa     MasterCard     Amex

Card #: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

*Your annual copy of the Membership Directory will be available in December  
from the FAPPO website as downloadable PDF files.*

**\* Payment for membership fees must be received prior to September 1, 2010 for your  
information to be included in the membership directory.**

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

**MAIL CHECK AND APPLICATION TO FAPPO'S NEW ADDRESS:**

**FAPPO**  
**8875 Hidden River Parkway**  
**Suite 300 #3059**  
**Tampa, FL 33637**

OR FAX TO **813-333-1767**

Internal:	Entity Check	Personal Check - Check Number _____	Date Received _____
-----------	--------------	-------------------------------------	---------------------

## **Significant Change in Law Relating To Your Entity's Sales Tax Exemption (H.B. 7157) – Direct Purchases**

The exemption from sales tax on sales made to local governments has been substantially revised. The law now provides that the exemption from sales tax does not include sales of tangible personal property made to contractors employed directly to or as agents of a local government when the tangible personal property goes into or becomes a part of public works owned by the local government. A determination of whether a particular transaction is properly characterized as an exempt sale to a local government or a taxable sale to a contractor is to be based upon the substance of the transaction. A detailed process is established for local governments to claim the sales tax exemption and provide contractors and dealers with a "certificate of entitlement to the exemption" for specified sales. If the Department of Revenue later determines that such sales, in which the local government provided the dealer and the contractor with a certificate of entitlement

By: Tim Stanfield, Assistant General Counsel, Florida League of Cities, Inc.

With the passage of H.B. 7157, effective immediately, the exemption from sales tax on sales made to local governments has been substantially revised. The law now provides that the exemption from sales tax does not include sales of tangible personal property made to contractors employed directly to or as agents of a local government when the tangible personal property goes into or becomes a part of public works owned by the local government. A determination of whether a particular transaction is properly characterized as an exempt sale to a local government or a taxable sale to a contractor is to be based upon the substance of the transaction. A detailed process is established for local governments to claim the sales tax exemption and provide contractors and dealers with a "certificate of entitlement to the exemption" for specified sales. If the Department of Revenue later determines that such sales, in which the local government provided the dealer and the contractor with a certificate of entitlement to the exemption, were not exempt sales to the local government, the local government is liability for any tax, penalty, and interest determined to be owed on such transactions. The local government is prohibited from transferring liability for any such tax, penalty, and interest to another party by contract or agreement. The Department of Revenue will adopt rules for determining whether a particular transaction is properly characterized as an exempt sale to a local government or a taxable sale to a contractor and develop a form for a "certificate of entitlement to the exemption." Please discuss these changes to the law with your attorney.

## **May 2010 Administration Report: UPPCC Releases Key Performance Data**

The Certified Public Purchasing Officer (CPPO) and Certified Professional Public Buyer (CPPB) are globally recognized credentials offered exclusively by the Universal Public Purchasing Certification Council (UPPCC). The certification programs systematically raise the level of professionalism within the public procurement profession by offering recognition to those individuals who meet an established standard of competency for public procurement demonstrated through a rigorous application process and superior examination performance.

In July, the UPPCC announced that 207 individuals successfully completed the May 2010 certification exams, including 144 who earned the CPPB certification and 63 who earned the CPPO. To date, 8,357 CPPB and 1,891 CPPO certifications have been awarded by the UPPCC.

Obtaining either UPPCC certification requires the candidate to demonstrate, through an application process, that they meet specific requisites, which includes education, procurement related coursework/training and public purchasing employment experience. A comprehensive written examination (specific to each certification) is required to confirm the candidate's mastery of a variety of public procurement concepts found in the UPPCC Body of Knowledge.

The UPPCC recently released key performance data from the May 2010 examinations:

### **Overall Scoring/Passing Rates**

The UPPCC reports that 75% of the 84 total candidates who tested for the CPPO passed while 63% of the 227 candidates who tested for the CPPB passed. Mean passing scores for CPPB candidates were 27 points higher than for CPPO.

### **Testing Time**

The total testing time permitted for both examinations is 3.5 hours. This includes time for candidates to comment on individual test questions. This equates to a total of 210 minutes for 175 questions or on average 1 minute and 23 seconds for each test question.

The UPPCC reported that for CPPO, the average completion time was 2.67 hours with a range from 3.5 hours maximum to 1.50 hours minimum. For the CPPB, the average completion time was 2.58 hours with a range from 3.5 hours maximum to 1.05 hours minimum.

### **Exam Content & Candidate Preparation**

Content for both the CPPO and CPPB examinations are dictated by the 2008 UPPCC Body of Knowledge (BOK). A total of 10 domain areas comprise the BOK and areas follows:

1. Administration Aspects of Purchasing
2. Procurement Requests
3. Solicitation and Evaluation of Bids/Proposals
4. Supplier Analysis
5. Negotiation Process
6. Contract Award and Administration
7. External/Internal Relationships
8. Materials Management
9. Human Resources/Personnel
10. Forecasting and Strategies

The UPPCC reports that for the CPPO, candidates performed the best in Domain 8: Materiels Management and performed the poorest in Domain 5: Negotiation Process and Domain 7: External/Internal Relationships. Conversely for CPPB candidates, the strongest performance area was Domain 9: Human Resources/Personnel while performing the poorest in Domain 2: Procurement Requests (see Table 1). Table 1

	STRENGTHS		WEAKNESSES	
	CPPO	CPPB	CPPO	CPPB
<b>Overall</b>	Domain 8	Domain 9	Domains 5 & 7	Domain 2
<b>City</b>				
<b>Counties</b>				
<b>State</b>				

UPPCC reports that a high percentage of candidates indicated, via a post examination survey, spending between one and three months preparing for their respective examinations (see Table 2).

Table 2

Exam	6 months +	3-6 months	1-3 months	< 1 month	no study
<b>All</b>			38.23%		
<b>CPPO</b>	45.00%				
<b>CPPB</b>			40.38%		

The organization also reports that in reviewing candidates as a whole, those who indicated spending between one and six months preparing experienced the highest rates of passing compared to other timeframes of preparation; however, in evaluating CPPO candidate performance, preparation times of less than one month, as indicated by high passing rates, appeared to be the optimal timeframe (see Graph 1).

**Passing Rates and Public Entity Types**

UPPCC reports that when comparing passing rates for both examinations with various entity types; K-12 experienced the highest rates of passing at 83% followed by Counties at 73% (see Graph 2).

Testing for both credentials is offered via a network of nearly 400 professional testing centers twice annually in May and October. **The UPPCC will continue to accept applications for the October 18-30, 2010 testing window through the late deadline of August 2, 2010 with a \$50 late fee.**

## Professional Development

Greetings fellow FAPPO members!

Here's an update to your professional development opportunities:

The Introduction to Public Procurement class that was scheduled for August has been cancelled. We are trying to get it rescheduled for mid- to late October; please keep an eye on the website for further information.

We are trying to get additional classes scheduled for the 2010-2011 fiscal year. Please contact Chris Rewis at [chrisrewis@polk-county.net](mailto:chrisrewis@polk-county.net) if you are interested in hosting a class. The site coordinator gets to attend the class at no cost so it is definitely worth the time and effort to host a class!

We are still interested in hosting classes in the South Florida region. FAPPO has a strong presence in the Miami – Fort Lauderdale area so let's see if we can't get a couple classes scheduled in that region of Florida!

Look for available classes and costs below.

Other opportunities available:

For those pursuing a college degree, the College Education Reimbursement program is designed for you! Tuition, books, and materials are eligible for reimbursement, up to \$750.00 per fiscal year, per member. Diane Wetherington, City of Winter Park, is the CER Coordinator; she will be glad to assist you in requesting reimbursement for college courses.

And don't forget about the Scholarship Program! This program is designed to subsidize training for FAPPO members. Scholarships up to a maximum of \$250.00 are available to offset the cost of any FAPPO sponsored event, including the FAPPO Spring Conference, any FAPPO sponsored NIGP seminars, and any other FAPPO sponsored educational seminars. In these tough economic times, with travel budgets receiving little to no funding, it is important to take advantage of the scholarship programs many of the Purchasing organizations have available.

Jane Dalrymple with the City of Punta Gorda is the Scholarship Program Coordinator and is available to answer any questions you may have prior to submitting your application for scholarship. Don't miss out on your chance to receive a FAPPO scholarship! Apply today!

With Warm Regards,

The Professional Development Committee

Pro-D Chair: Chris Rewis, CPPB, FCCM, Polk County BoCC, [chrisrewis@polk-county.net](mailto:chrisrewis@polk-county.net)

## How to Become a Host Site

If your agency is interested in hosting a FAPPO sponsored seminar, this document will provide you with the process guidelines.

### Requirements

Must be a current FAPPO member to host a FAPPO sponsored seminar and serve as site coordinator. A local agency or NIGP chapter is eligible to host one (1) class per fiscal year. The site coordinator is eligible to attend one (1) seminar per year.

### Responsibilities

1. Provide a seminar facility, at no cost to FAPPO, which will accommodate up to 30 attendees, as well as any equipment that is required by the instructor (i.e. easel pad, markers, projector, screen, etc.).
2. Submit request to host in writing to FAPPO ProD Chair. Provide seminar dates in request. Each seminar requires a minimum of 8 attendees for the seminar to be held. Plan seminar dates accordingly to allow enough time to reach minimum requirements. Host requests should be submitted a minimum of sixty (60) days prior to seminar date(s).
3. Provide a completed Seminar Logistics Form to the FAPPO ProD Chair when requested. This form will provide details on local hotel including address, contact number, rates and proximity to nearest airport.
4. Correspond with assigned instructor and ProD Chair to ensure proper flow of information to all parties.
5. Provide light refreshments each morning and afternoon for the duration of the seminar. FAPPO will generate a check in the amount of \$200.00 to the site coordinator to cover the cost.
6. Receive and secure all books and materials for the seminar. Upon receipt of shipments, confirm receipt of correct materials and communicate that to ProD Chair. Receive NIGP toolkit and provide to instructor at start of seminar.
7. Distribute required forms each seminar day, including registration forms, sign in sheets (each morning and afternoon), and evaluation sheets.
8. Provide attendees with a listing of nearby restaurants and be available to assist with any inquiries to ensure a positive training experience.
9. At end of seminar, ship unused materials back to NIGP within 2 days; may use portion of funds provided by FAPPO. Return required forms ONLY in pre-paid UPS envelope within 2 days.
10. Mail all receipts and unused funds back to FAPPO Executive Director for reconciliation.

In exchange for serving as the site coordinator and performing all aforementioned duties, FAPPO will pay the cost of registration for that designee

## **FAPPO AWARDS CLOSER THAN YOU THINK!**

By: Keith Glatz, CPPO, FCPM, FCPA

Following Best Practices in our profession should really be a way of life, as each one of us demonstrate to the world that the field of Public Procurement is truly a profession that has now come into its own element. The FAPPO Awards program allows entities to recognize their adherence to the latest best practices, and to also develop some innovative best practices on their own. It's not too early to start thinking about the annual FAPPO Award of Excellence and the FAPPO Best Practice Awards which will be announced at next year's meeting. The time to make your process improvements is now, and I encourage you to start on the path to that end!

Once again, FAPPO Bucks will be available for individuals who submit a qualified entry (90% or more of the points for the Award of Excellence and at least an "Honorable Mention" for the Best Practice Award). Awards will be due in early March, and the new application should be available on the FAPPO web-site sometime in December.

Please contact me at (954) 597-3567 if you have any questions!

## **CCNA REFORM**

Purchasing professionals across Florida are actively pursuing progressive reform to the State law governing the selection of architects, engineers and related professions. The NIGP National Board, the Florida Associated of Public Purchasing Officers (FAPPO), the Florida Association of Counties and the Florida Chapter of the Government Finance Officers Association (FGFOA) are among the groups that have endorsed the reform.

Under the existing law, A/E services above specific dollar thresholds must be competitively procured exclusively through a "qualifications based selection" (or QBS) process. Price considerations are expressly excluded from the process. Under the proposed reform, state and local agencies would be given the discretion to procure these services using the existing QBS method or they could use a "best value" process where both price and qualifications would be considered among the most qualified firms.

Representatives from several city and county agencies are getting involved in this effort. We need to get the support of as many agencies and purchasing professionals as possible if this effort is going to be successful.

If you would like to participate or get more information, please contact Steve Carnell with Collier County at 239-252-8371 or Cheryl Shanaberger with the City of Port St. Lucie at 772-871-7390.

Keith

.



# EARN YOUR WAY TO FAPPO EVENTS

## \$ FAPPO BUCKS 2011 \$

Starting on July 1, 2010, FAPPO members can “earn” their way to a FAPPO sponsored event. This includes the FAPPO Conference and Trade Show in April 2011, as well as any FAPPO sponsored class!! FAPPO has budgeted \$25,000 for the FAPPO BUCKS program, plus another \$5000 from the Conference Speakers budget. This is how it works:

1. Send an email to the Executive Director to register: a new individual member or member (s) of an Agency who have had no previous FAPPO membership. Include the agency or member name, email and phone number.  
The Executive Director will contact that agency or member and you will receive **TWENTY-FIVE FAPPO Bucks** for each new member that joins and pays dues. Agency or member must be new to FAPPO and cannot have belonged within the past two years. (You cannot sign up anyone from your own agency, but we certainly encourage all of you to belong).
- 2a. Starting on August 24, 2010 contact the Executive Director if you would like to email “blast” your vendors the FAPPO Exhibitors Application. He will set up a special number for your agency on the application that you “blast” that will identify the Exhibitors Applications as they come in as being recruited by your agency for credit. Vendor applications that come in with your number will earn **ONE HUNDRED FAPPO BUCKS** or **10%** of their registration if they sign up as gold or platinum exhibitors for your Agency. (Applicable only to vendors who haven’t exhibited in the past two years).
- 2b. Vendors who signed up last year due to the Bucks Program and who sign up again to participate in the Trade Show will earn their recruiting Agency **FIFTY FAPPO BUCKS**.
3. Serve as a Committee Chairperson-**ONE HUNDRED FAPPO BUCKS**; serve on the Committee-**FIFTY FAPPO BUCKS**.

4. Submit an application for the FAPPO Awards (Essay-Member, Best Practices) and receive **TWENTY-FIVE FAPPO Bucks**. Win the award and receive **THREE HUNDRED FAPPO BUCKS**.

5. Submit a FAPPO Award of Excellence application and receive the award, win **THREE HUNDRED FAPPO BUCKS**.

6. Instruct a class at the FAPPO Conference and receive **THREE HUNDRED FAPPO BUCKS** (divided among the instructors per class). Facilitate a networking session and receive **FIFTY FAPPO BUCKS**.

7. The President can assign BUCKS to those members that volunteer to help for duties not assigned to any committees.

8. Pay your dues by July 31<sup>st</sup>, 2010 and on August 9, we will draw 10 names who will each receive **\$100 FAPPO BUCKS!** Additional drawings will be held during the year for those members who have paid their FAPPO dues.

To be eligible you must have paid your dues for 2010/2011 by the posted deadline (Sept. 1, 2010). FAPPO Bucks are not redeemable for cash, can only be used towards FAPPO sponsored events including conference registration and hotel costs for the Conference and must be used by May 31, 2011 (no exceptions). **Maximum amount that a FAPPO member can earn cumulative is \$1000.00 and Officers are not eligible for FAPPO BUCKS.** You can pass your FAPPO Bucks on to another FAPPO member, and the same rules will apply. First come, first serve on names, agencies or vendors submitted to the Executive Director. This will be tracked by email dates and times.

The email address for the Executive Director is: [execdirector@fappo.org](mailto:execdirector@fappo.org). Good Luck! Watch for additional opportunities in future newsletters to earn FAPPO Bucks.

Questions? Call Denise Schneider, FAPPO Bucks Chairman at 407-825-3843 or email [dschneider@goaa.org](mailto:dschneider@goaa.org). by email dates and times.

Watch for additional opportunities in future newsletters to earn FAPPO Bucks. Questions? Call Denise Schneider, FAPPO Bucks Chairman at 407-825-3843 or email [dschneider@goaa.org](mailto:dschneider@goaa.org).

## **Award of Excellence in Procurement- A Roadmap to Success**

By

Cheryl Shanaberger, MPA, CPPO

And David E. Nast, CPPO, CPPB

AEP Committee Members Representing FAPPO

For those of us who have ever attended a LEAP course or sat for certification, there is a subject called strategic planning that is sometimes mentioned. Strategic planning uses a method called SWOT Analysis to look at the internal strengths and weaknesses of an organization, as well as the external opportunities and threats. It can be a long process involving many people within an organization who are guided by a facilitator to reach several conclusions. These conclusions include vision and mission statements and the goals and objectives to achieve them— a roadmap as it were to get the organization moving in a positive directions.

For organizations that are not prepared to tackle this process for any number of reasons such as time, money, internal resistance, lack of skills, etc., it may be worth considering using the criteria in the Award of Excellence in Procurement (AEP). These criteria were designed to lift the professionalism of the procurement function across the nation by awarding points in nineteen categories. Each year, the AEP Committee reviews these criteria to see if they are still applicable to current trends and practices in the field. For example, in the first years of the AEP, points were awarded for operating a warehouse. That criterion has been removed as the concept of warehousing has diminished in importance. Likewise, the awarding of points for having a purchasing card program was added to make us aware of the importance of this tool. The Same is true in allowing agencies to garner points for having a website and electronic access to bids and tabulations.

In short, the AEP criteria are a roadmap to moving any organization in the direction of improved performance and service to its customers. While the goal of applying for and receiving the AEP Award may be out of reach for many organizations at the present time, it is still possible for them to use the criteria as a roadmap to get them where they need to be. The AEP application and criteria can be downloaded at [www.npicconnection.org/aep/instructions/asp](http://www.npicconnection.org/aep/instructions/asp). Some of you may find that by reviewing it now instead of waiting until next year's deadline, you may be closer to receiving the award than you realize.

**2010 Florida Winners of the  
Award of Excellence in Procurement**

**Alachua County Board of County Commissioners**

Larry M. Sapp, CPPB, Purchasing Manager

**Charlotte County Board of Commissioners**

Kimberly Corbett, C.P.M., CPPB, Senior Division Manager-Purchasing

**City of Fort Lauderdale**

Kirk Buffington, CPPO, C.P.M., MBA, Director of Procurement Services

**City of Miami Gardens**

Pam Thompson, CPPO, CPPB, Procurement Manager

**City of Palm Bay**

Bobbye Marsala, CPPO, CPPB, C.P.M., FCPM, FCPA, Purchasing & Contract Division Manager

**City of Port St. Lucie 8th consecutive year**

Cheryl Shanaberger, CPPO, Deputy Director

**City of St. Petersburg**

Louis Moore, CPPO, CPPB, Director

**City of Tampa**

Gregory Spearman, CPPO, Director of Purchasing

**City of Winter Park**

Carrie Woodell, CFCM, CPPO, C.P.M., FCPM, Purchasing Manager

**District School Board of Pasco County**

Kendra Goodman, CPPO, CPPB, Purchasing Agent

**Highlands County BCC**

Gerald (Jed) Secory, MBA, CPPO, FCPM, CPM, General Services / Purchasing Director

**Hillsborough County Board of County Commissioners**

Jan Jardieu, FCPA, Procurement Manager

**Miami-Dade County**

Miriam Singer, CPPO, Director

**Orange County Florida**

Johnny Richardson, CPPO, CFCM, Manage, Purchasing and Contracts Division

**Orlando-Orange County Expressway Authority**

Claude Miller, CCS, Director of Procurement

**Palm Beach County School District**

Sharon Swan, C.P.M., Director of Purchasing

**Polk State College 9th consecutive year**

Wendy Geltch, C.P.M., CPPO, FCCM, FCPM, Director of Purchasing

**Seminole County Government**

Ray Hooper, CPCM, Purchasing and Contracts Manager

**State of Florida**

Charles W. Covington, CPPO, CPPB, FCCN, FCPM, FCPA, FCCM, Director of State Purchasing

**University of West Florida**

Wendy Baudin, Procurement Manager

CONGRATULATIONS NEWLY UPPCC CERTIFIED  
FAPPO MEMBERS



**New CPPO's**

**Ms. Dena R. Stern**

Broward County Board of County Commissioners

**Ms. Sally Long**

Lee County Port Authority

**Mrs. Carol Taylor Miller**

St. Johns River Water Management District

**Ms. Theresa G. Jordan**

City of St. Petersburg

**Ms. Betsy J. Cohen**

Seminole County

**Mr. Stephen J. Benjamin**

City of Tampa

CONGRATULATIONS NEWLY UPPCC CERTIFIED  
FAPPO MEMBERS



**New CPPB's**

**Mr. Anthony J. Cariveau**

Broward County Board of County Commissioners

**Ms. Kathleen R. Davis**

Broward County Board of County Commissioners

**Mr. John C. Torrenga**

Broward County Board of County Commissioners

**Mrs. Kenya R. Jones**

Citizens Property Insurance

**Ms. Celeste C. Gibbons-Peoples**

City of Tampa

**Mr. William D. McNichols**

School Board of Broward County

Page 8

## **Norma W. Showley Memorial Scholarship Fund**

Thank you for your support of the *Dining for Norma*, *Silent Auction*, *50/50* and *donations* during the annual conference:

50/50 \$203

Silent Auction \$502

Donations \$121

All together we have a new balance of \$2040.50 ~ Way to go!!

FAPPO currently has a scholarship and tuition reimbursement fund of \$5000. The Norma W. Showley Memorial Scholarship Fund was created to provide members an opportunity to donate to a separate fund in order to increase the amount of available scholarships. We hope to double this amount through member donations. If you're interested in contributing to this worthwhile cause, please be sure to make your check out to FAPPO using the form enclosed. Your generosity is greatly appreciated.

Thank you very much,

Cheri Alexander

[cheri.alexander@srq-airport.com](mailto:cheri.alexander@srq-airport.com)



Left: Nora Lauder milk

Right: Norma Showley



# Norma W. Showley Memorial Scholarship Fund Donation Form

The Norma W. Showley Memorial Scholarship Fund was created by the Board of Directors in 2007 in order to provide FAPPO members with an opportunity to contribute directly to the scholarship needs of others in the association. Every dollar contributed will be used to supplement the budgeted scholarship and tuition reimbursement funds so that as many members as possible will be allowed to further their education. So far, we have received over \$2,000.00 in memory of Norma!  
Thank YOU to all for your generous support,

Cheri

Please check one of the following boxes to indicate your level of support:

\$10 \_\_\_\_\_  
\$25 \_\_\_\_\_  
\$50 \_\_\_\_\_  
\$100 \_\_\_\_\_  
Other \$ \_\_\_\_\_

***FAPPO reserves the right to publish your name as a donor. However, If you would prefer not to have your name published, please check here. \_\_\_\_\_***

Name: \_\_\_\_\_

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

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

State: \_\_\_\_\_ Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Send this form with your check or credit card information to:

**FAPPO**  
**8875 Hidden River Parkway**  
**Suite 300 #3059**  
**Tampa, FL 33637**

**Credit Card Information**  
Name on Card: \_\_\_\_\_  
Type: \_\_\_\_\_ Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ Amex  
Card #: \_\_\_\_\_



# Florida Association of Public Purchasing Officers

## **CALL FOR PRESENTATIONS - 2011 ANNUAL CONFERENCE** *“REMAINING COMMITTED TO INTEGRITY AND PROFESSIONALISM”*

FAPPO is accepting proposals for presentations for the 2011 Annual Conference to be delivered to the membership during its 44<sup>th</sup> Annual Conference April 16, 2011 through April 21, 2011. **The deadline to submit proposals is September 15, 2010.**

Topics for presentation should motivate, educate and challenge our members while “Remaining Committed to Integrity and Professionalism” in the workplace. Every presenter is invited to share experience, expertise, knowledge, and transferable capabilities with colleagues to offer solutions for future success.

Presentations should have high interest, quality content and delivery design. Length of presentations will be determined by the scheduling requirements. The conference will provide members with a dual track format due to its previous years.

Presenters will be required to submit their final presentations in PowerPoint format to the Program Director no later than **March 12, 2011**. This deadline is crucial to ensure proper format of material and FAPPO will upload the presentations on-line for members to download materials prior to the conference.

### Proposal/Application Guidelines:

Complete application

Summary of presentation is limited to one paragraph of up to 150 words

Objectives must be written in a measurable format

Biographical information must be limited to 150 words and picture

Proposal/Application shall be submitted via email, fax, or mail

### Benefits of Presenting:

FREE Registration to the 44<sup>th</sup> Annual Conference



# Florida Association of Public Purchasing Officers

## CALL FOR PRESENTATIONS - 2011 ANNUAL CONFERENCE “REMAINING COMMITTED TO INTEGRITY AND PROFESSIONALISM” APPLICATION

Name: \_\_\_\_\_ Certifications: \_\_\_\_\_

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

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

Number of Proposals Submitted: \_\_\_\_\_

Topic(s)	Recommended Track 1 = Entry to Intermediate 2- Intermediate to Advanced
1)	1 -      2 -
2)	1 -      2 -
3)	1 -      2 -
4)	1 -      2 -

Proposals will be reviewed by the Program Director and recommendations will be submitted to the FAPPO President for approval. The Program Director will notify all selected presenters no later than September 30, 2010 of the outcome of submitted proposals.

To be completed by FAPPO:

Topic	PD recommended	President approved	Tentative Schedule
1)			
2)			
3)			
4)			

SUBMIT YOUR PROPOSALS TO:  
Mark Raiford, CPPB, FCPM, FCPA – [mark.raiford@lakelandgov.net](mailto:mark.raiford@lakelandgov.net)  
FAPPO Vice President/Program Chair  
1140 East Parker Street, Lakeland, FL 33801

## Florida state term contracts (STC)

Did you know that purchasing off Florida state term contracts (STC) could save your organization thousands of dollars each year?

We've made it easier for your organization to save time, money, and effort in purchasing products and services. On July 23, we upgraded the Florida state term contract and agreement website!

All eligible users will be able to take advantage of our enhanced search engine and filter through agreements by commodity code, keyword, CBE vendors or contract type. Other new features include:

- Revised contract category mapping
- 'How to' Guides for each contract / agreement
- Detailed agreement descriptions

Visit <http://dms.myflorida.com/contracts> for more information.

### **STC Spotlight: Get the best prices available on IT Disaster Recovery Services!**

With hurricane season in full swing, take the steps today to ensure the safety and security of your organization's data and historical information.

Florida STC 991-268-11-1: *IT Disaster Recovery Services* offers a variety of products and services for recovering data: hot-site, cold-site, warm-site, mobile-site, tape solutions, archiving solutions, disk-based solutions, live-streaming, web-based solutions, cloud solutions, multi-platform solutions, virtualization solutions, remote management, office space, network services, testing services, planning services, and staff augmentation as well as value added services and special pricing incentives.

This new contract begins on or about August 9, 2010, and offers some of the lowest prices available for IT recovery services.

Concerned about cost? This contract offers an average cost savings of 23 percent off MSRP.

For more information, please visit <http://dms.MyFlorida.com/contracts> and select STC 991-268-11-1: *IT Disaster Recovery Services*.

Questions? All eligible users may also contact the DMS State Purchasing Contract Administrator:

Lori Potts

[Lori.Potts@dms.MyFlorida.com](mailto:Lori.Potts@dms.MyFlorida.com)

Division of State Purchasing

(850) 487-4196

## **STC Spotlight: Take advantage of competitive pricing on Printing and Scanning Products and Software!**

Florida STC 600-000-11-1: *Products, Printers, Facsimile Equipment, Scanners, Related Software, Supplies and Services* offers a variety of detailed printing products, related services and models from statewide vendors at incredibly low prices.

This new contract begins on or about August 2, 2010, and offers some of the lowest prices available for printers, scanners, related software and services.

Concerned about data security? This contract also includes new security requirements to protect your organization's data.

For more information, please visit <http://dms.MyFlorida.com/contracts> and select STC 600-000-11-1: *Products, Printers, Facsimile Equipment, Scanners, Related Software, Supplies, and Services*.

Questions?

All eligible users may also contact the DMS State Purchasing Contract Administrator:

Michelle MacVicar

[Michelle.MacVicar@dms.MyFlorida.com](mailto:Michelle.MacVicar@dms.MyFlorida.com)

Division of State Purchasing

(850) 414-6131

# FLORIDA

## 100% competitively bid



### Get your dose of Vitamin NJPA.

The National Joint Powers Alliance® (NJPA) is happy to serve hundreds of Florida Members who already understand the value of Contract Purchasing.

All NJPA contracts are competitively bid to provide national volume discounts and satisfy municipal contracting laws. It takes only five minutes to expand your purchasing options and Membership is at absolutely no cost or obligation.

[www.njpacoop.org](http://www.njpacoop.org)



Competitively Bid Contract Purchasing Solutions



# OFFICERS

**President Johnny Richardson, CPPO, CFCM**

Orange County Board of County Commissioners  
johnny.richardson@ocfl.net  
Phone 407-836-5633 Fax 407-836-5899

**Vice President Mark Raiford, CPPB, FCPM**

Purchasing Manager  
City of Lakeland  
mark.raiford@lakelandgov.net  
Phone 863-834-6780 Fax 863-834-6777

**Treasurer Carrie Woodell, CPPO CFCM, CPPB  
CPM, FCPM**

City of Winter Park  
Cwoodell@cityofwinterpark.org

**Secretary Cheryl Shanaberger, MPA, CPPO**

Deputy Director of OMB City of Port St. Lucie  
cheryls@cityofpsl.com  
Phone 772-871-7390 Fax 772-871-7337

# COMMITTEE MEMBERS

**Advertising/Sponsor**

Craig Rowley

**AEP Awards Com. Sr.**

Cheryl Shannaberger, MPA, CPPO

**AEP Awards Com. Jr.**

David Nash, CPPO, CPPB

**Appointment/Awards Entity**

Cheryl Olson, CPPO, C.P.M., CPM

**FAPPO Awards**

Keith Glatz, CPPO

**AV COM. (Audio Visual)**

Chair: Mark Lovell, CPPB, FCN, FCCM  
FCPM

Jason Ouzts, FCCM

**Banquet Com.**

**Co-Chair** Tammy Hodgkins, CPPB

Co-Chair Denise Lipscomb

**By-Laws Com. Chair**

Wendy Geltch, C.P.M., CPPO, CPPB,

**Credit Card Committee**

Malcolm Wilson, CPPO, MPA

**Education Committee-**

Chair Pro D-Chris Rewis, CPPB,  
FCCM

Scholarship Coord. - Jane Dalrymple,  
CPPB

CER Coord- Diane Wetherington

**Fall Workshop Chair**

Russ Wetherington, CPCM, CPPV,  
CPM

**Food Service**

Gale Johnson, CPPB

**Facilities**

Patti Hobbs, CPPB

**FAPPO Bucks Chair**

Denise Schneider, CPPO, CPPB

**Finance Chair**

David Bennett, CPPO, CPPB, PMP

**Finance Committee**

John Klatt, C.P.M., CPPO

**First Timers Com. Chair** - Bobbye  
Marsala, CPPO, CPPB, C.P.M.

**Golf Tournament**

**Co-Chair** Tony Barnes

Co-Chair Ed Parker

**Historian** - Wendy Geltch, CPPO,  
C.P.M., FCCM, FCPM, FCPA

**Hospitality Committee**

Chair Sally Bergman, CPPO, CPPB,  
FCPA

Patty Hobbs, CPPB

Ginny Coleman, CPPB

Tony Barnes, CPPB

Ed Parker, CPPO, CPPB

**Legislative Affairs Chair -**

Kirk Buffington, C.P.M., CPPO, MBA

**Meeting Coordinator**

Diane Wetherington

**Membership**

Co-Chair Elaine Walker

Co-Chair Linda Carson

**NCPPC Representative**

Cheri Alexander, C.P.M., CPPB

**Nominating Chair**

Mark Raiford

**Outreach Program-Holly**

Raphaelson, MBA, CPPO, C.P.M.,  
FCCN

**Parliamentarian** - Rhonda Scott,  
CPM, CPPO

**Past President** - Marian Pace

**Photography Chair**—Chris Rewis,  
CPPB

**Presidential Advisors**

Bobbye Marsala, CPPO, CPPB, CPM,  
FCPM, FCPA

Wendy Geltch, CPM, CPPO, FCCM,  
FCPM, FCPA

Russ Wetherington, CPCM, CPPB,  
C.P.M.

Rhonda Scott, CPPO, C.P.M.

Denise Schneider, C.P.M., CPPB

Cheryl Olson, C.P.M., CPM

**Printing Coordinator**-Craig Rowley

**Program Chair**-Mark Raiford, CPPB,  
FCPM

**Public Relations/Marketing Chair**

Craig Rowley, Exec. Dir.

**Resolution/Awards Chair**

David Nash, CPPO, CPPB

**Sergeant-at-Arms**-Ed Parker, CPPO,  
CPPB

**Special Events -**

**Co-Chair** Tammy Hodgkins, CPPB

Co-Chair Denise Lipscomb

**State Procurement/DMS Rep**

David Bennett, CPPO, CPPB, PMP

**Strategic Planning Coordinator**

Warren Geltch, C.P.M., CPPO, CPCM

**Survey/Research Chair**

Bobbye Marsala, CPPO, CPPB

**Trade Show Committee Chair**

Malcolm Wilson, CPPO, MPA

Jason Ouzts, FCCM, Ranae Smith

Linda Smith CPPB, FCPA

Tammy Ma, C.P.M., CPPB, FCPA

Lora Martin, CPPB, FCPA, FCPM,  
FCCM

**UPPCC Rep CPPO (1/10)**-Ronda  
Scott, C.P.M., CPPO

**UPPCC Rep CPPB** (tbd)- David Nash,  
CPPO, CPPB

**VIP Coordinator**— Wendy Geltch,  
C.P.M, CPPo, FCCM, FCPM, FCPA

**Website Liaison** - Lora Martin, CPPB,  
FCPA, FCPM, FCCM

*Are you interested in serving on a committee?*