Mission Statement— The mission of the Mid-America Council of Public Purchasing is to join together to promote our profession, enhance our knowledge in all aspects of the ever-changing world of public procurement, and challenge the membership of our chapter to share their talents and commit to becoming an active member of MACPP.

Presenting the National Purchasing Institute 2010 Achievement of Excellence In Procurement Award Recipients!

• City of Kansas City, MO
  Cedric Rowan, CPM, Manager

• City of Olathe
  Judy Meisel, CPPB, CPPO Purchasing Manager

• Johnson County, KS
  John Mahin, CPPB, CPPO, CPCB Purchasing Manager

The National Program to Benchmark Organizational Excellence in Procurement

In 1995, the National Purchasing Institute established a program designed to recognize organizational excellence in public procurement. The Achievement of Excellence in Procurement® (AEP) is awarded annually. This prestigious award is earned by those organizations that demonstrate excellence by obtaining a high score based on standardized criteria. The criteria are designed to measure innovation, professionalism, productivity, e-procurement, and leadership attributes of the procurement organization.

Mission Statement— The mission of the Mid-America Council of Public Purchasing is to join together to promote our profession, enhance our knowledge in all aspects of the ever-changing world of public procurement, and challenge the membership of our chapter to share their talents and commit to becoming an active member of MACPP.
The Emergency Services department at the Mid America Regional Council is very diverse, including emergency management personnel, planners, regional health experts, information technology experts...even a fireman. Being the only purchasing professional, I decided to celebrate/acknowledge National Government Purchasing Month by giving my coworkers a crash course in basic procurement.

The tables were decorated with chocolate and bubble gum coins. Department members divided up into teams, and given a Purchasing Brain Teaser worksheet. The teams matched procurement terms with their definitions. After taking their best guess, we discussed the context of things such as Invitation to Bid vs. Request for Proposal; DBE; F.O.B; contractual services; sole source; and evaluation criteria. We learned that “may” is more lenient than “shall” or “will”, and that an amendment is not, in fact, “We the people, in order to form a more perfect Union...”! The competition was fierce and good natured, and the winners each went home with a fabulous ONE HUNDRED DOLLARS (imprinted on an ink pen). A good time was had by all, and many went away with a greater knowledge and appreciation for the effort which procurement professionals put forth to be good stewards of our funding.

Tammy L. Shaw, CPPB

**Schedule for 2010**

- **July 23** 1:00-3:30 PM  
  MACPP Board Meeting  
  City of Olathe

- **August 6** 10:00-12:00 Noon  
  KCRPE Planning Committee  
  Independence Hilton

- **August 12-17, 2010**  
  **NIGP National Forum 2010**  
  San Antonio, TX

- **August 27** 10:00-Noon  
  KCRPE Planning Committee  
  Independence Hilton

- **Sept. 10** 10:00-Noon  
  KCRPE Planning Committee  
  Independence Hilton

- **Sept. XX** 11:00-2:30  
  MACPP Chapter Meeting (Forum Debrief)  
  City of Independence

- **Sept. 17** 1:00-3:30PM  
  MACPP Board Meeting  
  City of Olathe

- **Sept. 22** 10:00-Noon  
  KCRPE Planning Committee  
  Independence Hilton

- **October 6-8, 2010**  
  **2010 KCRPE**  
  Independence Hilton

- **Nov. 19** 10:00-4:00  
  MACPP Board Meeting  
  City of Olathe

- **Dec. 3** 10:30-2:00  
  Annual Meeting  
  Prime Rib Grill by Hereford House
Phil’s COOP CORNER ....

I have updated the cooperative contracts listing, including those from KCRPC, on the MACPP website as of April 1, 2010. These are the most up to date contracts I have received and I plan to hopefully try to update the contract listing on a quarterly basis.

**ALL MEMBERS** Any Cooperative Purchasing Contracts need to be forwarded to Phil, in Excel format if possible, to pcaldarella@fortosage.net. Please include:

- Commodity
- Contract #
- Vendor Name
- Contract Expiration Date
- Entity Responsible for Contract
- Procurement Officer’s Name, Phone #, E-mail address

WELCOME NEW MEMBERS!!

Paula Buthod– Lee’s Summit R7 Schools; Ross Davis– City of Merriam; David Greeson-Prairie Band Potawatomi Nation; Ann DeCoteau– Prairie Band Potawatomi Nation; David Dillner-City of Edgerton, KS; Pat Oyster-City of Olathe Police Dept; Pat Gallagher-City of Kansas City, MO; Dennis Hydson-City of Belton, MO; Suzy Laughlin, CPPB-Circuit Court of Jackson County; Sharon Manford-City of Holden, MO; Guy Parsons-City of Warrensburg Fire Department; George Goodall-City of Kansas City, MO; Connie Hendrix-City of Kansas City, MO; Jo Lipari-City of Kansas City, MO; Mark Randall-City of Pleasant Hill; Olivia Silvers-City of Kansas City, MO

*Total Member Count: 132  *2010 New Members:  16

As you all know, Brett Wood, Bob Young and John Mahin spent many, many hours putting together our application for Medium Chapter of the Year Award for 2010.

Let’s cheer our Chapter on to it’s 3rd victory in a row! 2008! 2009! Let’s get it for 2010!!

As soon as Brett hears if we are in the finals, I’ll send out a quick note to keep you all up to date!
2011 Model Year
Kansas City Metropolitan
Joint Vehicle Bid
Specification Meeting

July 13, 2010  8:30 A.M.
Johnson County Kansas
Administration Building-Basement Floor in Room 200
111 South Cherry Street
Olathe Kansas  66061
Contact: Dale Bauer, CPPB
Purchasing Administrator
Phone:  913-915-0751
dale.bauer@jocogov.org

Johnson County, Kansas is acting as the lead agency for the Metropolitan Joint Vehicle Bid for Model Year 2011, and in conjunction with the Mid America Council of Public Purchasing Chapter of NIGP (MACPP), will host the annual meeting among purchasing, vehicle maintenance personnel, MACPP members, and prospective vehicle bidders for the purpose of updating vehicle specifications prior to the issuance of an Invitation for Bids for 2011 model year vehicles. MACPP would like to invite all its members to attend this meeting, as well anyone who is not directly involved with MACPP that may be interested in the joint vehicle bid process.

Attendees, please bring your own copy of the 2010 model year specifications as a reference. You may download a copy from www.macpp.org free of charge.

Proposed Agenda:
0830  Introductions
0840  Vendors Join to Review Bid Specifications and Product Changes
1030  Entities Review of Bidding Documents for 2011 model year bid
1200  Adjourn

Please invite everyone from your entity that may be involved with or interested in the purchase of vehicles. This is a great opportunity to build communication between purchasing and non-purchasing people. Please contact Dale Bauer if you have any questions.
John Neger Scholarship Fund

Eight (8) John Neger Scholarships were awarded for 2010 in the amount of $340.00 per person. Each year, funds are placed in the John Neger Scholarship fund for the purpose of assisting chapter members with education expenses. All of the funds for 2010 have been awarded. All of the member who received a scholarship will be sharing their educational experiences in future newsletters!

WORLD-CLASS PROCUREMENT PRACTICES

Article submitted by: Nicole Averell, CPPB, Procurement Officer
Christa Battaglia, Procurement Officer
Terri Burress, CPPB, Senior Procurement Officer; City of Lee’s Summit, MO

On February 26, 2010 we had the opportunity to attend the NIGP World Class Procurement Practices course in North Kansas City, which was subsidized by MACPP. The NIGP Master Instructor was Darin L. Matthews, CPPO, C.P.M., Chief Procurement Officer for Metro, the regional government of Portland, Oregon.

The definition of “World Class Procurement” is being the best in your field – a highly skilled professional and a top performer. Procurement professionals are involved in planning and budgeting, and in return obtain greater savings for their entities. They consolidate suppliers, have more control over indirect spending, and utilize spend analysis. Top performing procurement organizations emphasize centralization, strategic purchasing and the use of cross-functional teams.

We were pleased to note that we’re already practicing a number of world class procurement techniques at the City of Lee’s Summit. The work that we’ve done with regard to documenting processes via-à-vis flow-charts, spend analysis and electronic bidding are examples, in addition to the City’s commitment to certification, continuing education, as well as membership in procurement associations such as MACPP.

Tips for being world class:
• Seek out opportunities to add value
• Develop a rapport with departments
• Ask customers how you’re doing – both formally and informally – and use the feedback as a personal development tool
• Earn a reputation as a creative, approachable and progressive professional who adds value
• Gain accreditation from outside sources (e.g., The National Contract Management Association and the Construction Specification Institute)

Remember that becoming a world class professional doesn’t happen overnight. It may seem like a long road, but we must begin taking steps to get there.

Thanks MACPP!

Looking for Chapter Information?
Check out the Chapter Website! www.macpp.org for the latest Meeting Minutes, Member News and Treasurers Reports!
We had a great MACPP meeting at Chappell’s in North Kansas City on April 20, 2010. There were about 20 members attending to listen to a presentation from Thom Scott from KBR on Job Order Contracting or JOC. KBR has a very strong presence in Missouri with partnerships with the City of Kansas City, the University of Missouri System and is even starting to branch out to University of Kansas in Lawrence, KS. What is Job Order Contracting? JOC is a competitively bid, fixed price, indefinite delivery, indefinite quantity long term contract. Basically, you establish the need for repair or renovation under $1M, meet with KBR to agree on the scope, issue a job order and KBR takes it from there. They will employ qualified local vendors, complete the project safely, on time and under budget. Thom was very well educated in the JOC and will be happy to meet with anyone who wishes to learn more about JOC and to see if it would be a good fit for your School or Municipality. You can contact Thom via his e-mail: Thomas.Scott2@kbr.com or by phone 573-441-0365x201. Thanks Thom for such an informative session!

Mid-America Regional Council/Kansas City Regional Purchasing Cooperative (MARC/KCRPC) is researching a potential regional bid for telecommunications auditing services. This would be a revenue generating contract for the agency, if your agency currently does not have the staff to closely review monthly bills. Telecommunications would include data/voice lines, cellular services, and pagers. The service would be no cost to the agency and commissions are paid out of any charges reversed and collected. The service would review telephone utility rate tariffs, equipment lists and costs, find billing errors, trace them back to the origin and negotiate refunds for the agency. Generally, only one month of bills would need to be provided to service provider, any additional months needed would be obtained through your telecommunications company. If interested, please contact KCRPC.

As a buyer’s resource, MARC/KCRPC offers an online contract database of many types of contracts that include the cooperative purchasing clause. This is located at www.marc.org/kcrpc/, select "contracts", then "KCRPC". The search field can be left blank to pull up all contracts in the database, or a key word may be entered as the search. If your agency has a cooperative purchasing contract, you are welcome to submit the document to be added to the database. Your contract may be the one that your neighboring agency is looking for.

MARC/KCRPC Staff Contact:
Rita Parker, CPPB, KCRPC Program Coordinator
Email: rita.parker@kcrpc.com
Web: www.marc.org/kcrpc/
Phone: 816-246-5083
NIGP Class—Contracting for Construction Services

A SUCCESS!

NIGP offered Contracting for Construction Services class in Olathe, KS April 23-24, 2010, lead by Kenneth Hayslette. Those attending were Judy Meisel, Russ Pankey, Jennifer Stove, DeLois Moore, Barbara Pool and Ronell Simpson. Both days were full of information and discussions regarding construction project, both good and bad. Here is what Russ had to say about the class:

"Having not dealt with construction bidding for a while, it was good to learn from Ken’s wealth of knowledge about construction bidding. He reminded me of many of the basics of bidding, whether for construction or other commodities or services. An important point that is often times difficult to make to our end users is to involve procurement professionals at the beginning of the process, rather than bringing a purchasing need to us as an after-thought.

Language usage is essential in making specifications say exactly what needs to be said. One of those examples Ken passed on to us was to use the term “investment” rather than “spending.” Spending shows no value, only spending money. When discuss investment, it reveals the potential return on investment, which is critical in these tough economic times.” - Russ Pankey

Kenneth D. Hayslette, CPPO, C.P.M., CPCM

Kenneth’s passion for helping others become happier through success in their careers and personal life has motivated him to develop and present customized workshops and seminars for many private and public organizations including the National Institute of Governmental Purchasing, National Association of Education Buyers, International Quality & Productivity Center, Florida Institute of CPAs, and many other organizations. He has authored many articles in procurement, contracting, and professional development and contributed to many textbooks. Kenneth has been engaged by many public agencies, utilities, private companies, and non-profits for consulting services in contracting, intellectual property rights, negotiations, organizational development and leadership development.

Kenneth’s background includes serving as the Operations Manager for a mid-sized electronics firm specializing in the development and maintenance of specialized consumer and industrial video and automation technologies. Subsequently he worked for Volusia County, Florida for seventeen years working his way up from Buyer, Purchasing Agent, Purchasing Systems Coordinator, to the Purchasing Director. He also served as the Procurement Services Director for Lake County, Florida for over three years.

During his career in public service Kenneth has been responsible for the centralized procurement of commodities, services, and construction for two county governments including procurements for diverse stakeholders such as the Sheriff, Tax Collector, Property Appraiser, Supervisor of Elections, Corrections (prison system), Library Services, International Airport, Convention Center, Beach Services, and Transit Authority, as well as the "standard" county programs. He has also been responsible for Disadvantaged, Minority, Women Business Enterprise (D/M/WBE) programs overseeing County, State, and Federal projects and grants. As an adjunct professor at the University of Central Florida, he taught Operations and Quality Management at undergraduate and graduate levels. He is a guest lecturer at other colleges and universities.

Kenneth is a Certified Public Purchasing Officer (CPPO), a lifetime Certified Purchasing Manager (C.P.M.), and a Certified Professional Contracts Manager (CPCM). He holds an MBA in Operations Management.

khayslette@hayslette.com
**Procurement Card Information**

By: Barbara Poole, CPPB

Two members of MACPP attended the 2010 National Association of Purchasing Card Professionals (NAPCP) 11th Annual Conference in Orlando, Florida in April. Christine Salas-Dorantes with Johnson County and Barbara Poole with City of Lee’s Summit were among the 616 attendees.

The conference provided breakout sessions of lecture-based presentations, round table discussions of small groups among industry professionals. Two general session presentations on P-Card industry outlook and on automated payables along with the open exhibit hall gave everyone the chance to take-in a wealth of valuable information while meeting and networking with colleagues and service providers.

One of the general sessions was titled “Industry Visionaries”. Some of the topics covered in the panel discussion were avoiding fraud, revenue shares, regulatory changes and showing cost savings in the use of P-Card to prove P-Card program value. I obtained a lot of good facts and information from this session. By the way, did you know that fraud within P-Card systems is approximately 3 to 4 cents per $100.00 or .03%, considerably less than 1%? Nevertheless, we should all look for tools and controls to prevent fraud in our organizations.

The exhibit hall gave attendees the opportunity to meet many of the service providers in the P-Card industry. Each service provider was eager to provide brochures and demonstrations that explained their type of products, programs and software available to enhance your P-Card process along with Account Payable payment methods of payable, tracking and reporting options. The major credit card companies of Visa, MasterCard, and American Express were among the exhibitors. Nine banks had booths at the exhibit hall including UMB which I know a lot of our Missouri and Kansas chapter members use.

I was especially impressed with the exhibit of Heartland Payment Systems. In talking to the Heartland representative I decided I would attend the breakout session (workshop) she was putting on the next day titled “PCI DSS: Are Your Suppliers Complaint? What the End-User Needs to Know”. I learned a lot from this particular breakout session regarding the PPISC (Payment Process Information Sharing Council), PCI Security Standards Council and the various merchant levels of PCI/DSS (Payment Card Industry Data Security Standards). There are about 90% of small merchants that are not in PCI compliance. A lot of entities don’t even ask their suppliers if they are PCI compliant.

Overall I thought the conference was great! I enjoyed meeting and networking with colleagues not only from other government entities around the country but also individuals from private sector companies. The following week I returned to my place of employment more knowledgeable of the many aspects that revolve around having a P-Card program and the many options available to managing the program. I now have some new ideas and suggestions to present and possibly implement into my city’s current P-Card program.

Next year’s NAPCP Annual Conference will take place in April 11 -14, 2011, in Las Vegas.

**NIGP Class VALUES!**

I recently took an NIGP class in February 2010. The class was entitled “Effective Management of Construction Contracts”. It was very educational and well worth the time spent in the day long class. The instructor was very knowledgeable and insightful as this was an area in which he was very familiar.

Through his experience he could discuss actual situations and he had some examples of what happens when things don’t go as planned. I was able to attend this class with the assistance of a subsidy from our local MACPP chapter of NIGP. The class only cost my entity $35.00 as the balance was paid by our chapter. This allowed me the opportunity to take a quality educational class at a fraction of the regular cost.

In my case, a daylong 8 hour class allowed me to get 1 continuing education credit toward my CPPB recertification this year. It is a tremendous benefit and is especially helpful when budget dollars are not as available as in previous years.

John Boos, CPPB
Purchasing Administrator
Johnson County, KS
Here is the most up to date Vendor Expo Registration List:

Central Power Systems, Commenco, Ion Wave Technologies, US Communities, Office Max, Media Services, SSI Furnishings, Affiliated Auctioneers LLC, Mowhawk Resources LTD, Key Equipment & Supply, Pacific Northwest Business Prod., Enterprise, Midwest Card & ID Solutions, Lasercycle, Penmac Personnel Services, Gov Deals, Professional Turf Products, XEROX, Grasshopper Company, TMHC Services, National Office Furniture, RICOH Business Solutions, Missouri Procurement Technical Asst., UMB Bank, National IPA, Envision, Regal Distributing and Bank of America. -Thanks to Cathy Barker and the others who helped get these vendors on-board! **Keep them coming!**

Obtain Vendor Registration forms at: [www.macpp.org/kcrpemain2010.html](http://www.macpp.org/kcrpemain2010.html)

Delegates so far:

Park Hill School District, Circuit Court of Jackson County, City of Raymore and City of Olathe

Have you registered? Go to [www.macpp.org/kcrpemain2010.html](http://www.macpp.org/kcrpemain2010.html) and apply today!

**Kansas City Royal Pageant Extraordinaire**

Masquerade Ball-Thursday evening Oct. 7, 2010

Enjoy: Face Painting Paradise
Disc Jockey
Juggling Jeff Productions!
Waltz dancing lessons
Mask Decorating Station
Cash Bar
And Kansas City Classic BBQ!!!

**Please contact Melinda Bobbit as we STILL NEED prizes for the costume winners and door prizes!!** mbobbit@boonecountymo.org

Next KCRPE Meeting — AUGUST 6, 2010 10:00– Noon
Independence Hilton Garden Inn
A Note from the President

Can you believe that half the year has passed, and so much has happened? We have had two half-day chapter meetings and evening and day meetings, with seminars on everything from RFP’s to management of natural gas transportation to Qualifications Based Selection and many other topics in between. The March session on RFP’s has recorded and you can listen by clicking [link](http://www.macpp.org/media.html) on the Chapter website. The information in that session could be very valuable to you if you have questions about how the way other entities manage RFP’s. Several classes have been held during the first half of 2010, and several folks have shared what they learned in those classes in this newsletter. Be sure to read their article.

Our Chapter membership now stands at 132, and that does not include retired members. A big thank you to Mike Tripp for his hard work these last two years to build our membership. Phil Calderella has placed an updated cooperative contracts listing on the website. It is a short listing now, so I encourage folks to send a list of your cooperative contracts to Phil to be added to this list. I know everyone is as busy as I am, and we certainly don’t need to reinvent the wheel when it’s already rolling. Take advantage of these contracts when you can. Delois has planned chapter programming through the rest of 2010. Look for the MACPP 2010 calendar of events in this newsletter and put those dates on your calendar now.

The Chapter website has experienced a lot of changes and continues to change. We have experienced some Board member changes this year and are glad to have Jennifer Stove, CPPB, City of Olathe who stepped in to fulfill the Publications Director duties. Jen is working to bring the Chapter Newsletter, website, and other publication duties current. If you notice errors in the website, please contact Jen at jstove@olatheks.org. Sally Grogan has done a great job with Professional Development but has recently retired from City of North Kansas City. Our thanks go to Sally for doing a great job. Other additions to the website include publication of meeting minutes and Treasurer Reports from Cathy Barker and Nicole Averell. I’ve named everyone on the Board except Bob Young and John Mahin, and I would like to say thanks to them for their advice and support. Let’s also not forget our Historian, Pat Raney, and if you have any MACPP history you would like to put in the “archives” please get in touch with Pat.

The last half of 2010 is jammed with all kinds of opportunities. The 2010 NIGP National Forum is in San Antonio, Texas and runs August 12-17. Several Chapter members are attending this year, many with the assistance of John Neger Scholarship funds. We have every hope of taking the Mid-Sized Chapter of Year Award for the third year in a row now. Thanks to Brett Wood of Johnson County for taking lead on the task force that put the application together. It is a huge undertaking and doing it right is the reason we have won the past two years. The September Chapter meeting will be an informal Forum debriefing meeting. Those who attend Forum are asked to attend and share their experiences and what they learned. It also affords an opportunity for Chapter members to ask questions.

KCRPE 2010 is October 6-8, and will be held at the Hilton Garden Inn in Independence, MO, where we have held the last several KCRPE events. The program is set and it will chock full of great learning opportunities. One of the best features—the cost of registration has DECREASED! Yes, that’s right. So go [link](http://www.macpp.org), click on the KCRPE link and register today! We have a great vendor expo on Wednesday afternoon of the event, but we need EVERYONE to go to the expo and see each and every vendor. The fees they pay for booth rental, advertising, and other sponsorships are the reason we can have such a great event. Please register now!

I encourage everyone to read all about the upcoming events for the remainder of 2010, read the information on the Chapter website, and lastly, consider whether you want to get more involved in the Chapter in 2011. The Chapter Officer and Director election is just around the corner. See you at the next meeting!