Hello IPPA Members,

In August, Judy Lehman, Mary Niichel-Hegwood, Karen Server, and I attended the 67th Annual NIGP Forum in Seattle, WA.

Some of the highlights for the IPPA at the NIGP Forum included:

The City of Ames and the City of Cedar Rapids were each recognized as a Certified Agency for maintaining a UPPCC fully certified public procurement staff. Congratulations Ames and Cedar Rapids for this extraordinary accomplishment!

I attended the Chapter Presidents’ Appreciation Luncheon. I met with Lourdes Coss who is our Region 8 – NIGP Board Representative and the chapter Presidents from Wisconsin and Minnesota. We talked extensively about planning some joint activities in the future.

Additional details about our experience at NIGP Forum are on page 4 of this issue. I would highly recommend a visit to Seattle if you have never been there. It is a beautiful city with a lot of things to do and see.

The Fall IPPA Membership Meeting and Training is just around the corner. Details about the two days of festivities are on page 2 of this issue. Be sure register soon!

Also, we have recently made a lot of upgrades to the IPPA website! If you have not been on the website lately you should check it out. I am hoping the new features will be a valuable resource for members. Of course, if anyone has any further suggestions on how to improve the website please let me know. I will be more than happy to look into it.

We are always looking for volunteers to host classes, meetings or to be on a committee. If you are interested in volunteering please contact any of the board members with questions. We would be more than willing to talk with you about all the opportunities to serve in IPPA.

I look forward to seeing you all in Des Moines in October!

All the best,
Casey

President’s Corner

2012 IPPA BOARD
- President, Casey Bassett, CPPB, CPAM, cbassett@city.ames.ia.us
- Vice-President, Karl Wendt, CPAM, karlwendt@iowa.gov
- Secretary, Sandy McClure, smcclure@ankenyiowa.gov
- Treasurer, Karen Server, CPPB, kserver@city.ames.ia.us
- At-Large Director, Lori Struck, CPPB, lstruck@bettendorf.org
- Member at Large, Jude Rendell, jude.rendell@ohio-state.edu
- Member at Large, Diane Rodenkirk, CPPB, dianerdenkirk@cedar-rapids.org
- Immediate Past President, June Nasby, CPPB, june.nasby@iowacity.org

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- Letter from the Editor
- Awards Committee Update

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Annual Fall Meeting!

By Laurie Hoing

The Iowa Public Procurement Association celebrates its 5th annual fall meeting this year. It is hard to believe that we are at this milestone already! The annual fall meeting will be held on October 18, 2012, in the Willow conference room at the Botanical Center in Des Moines this year. The address is 909 Robert D. Ray Drive, 50316. The facility is very nice and the scenery is amazing!! There will be a continental breakfast, a box lunch, and afternoon snack provided as well. You can find the registration form on the IPPA website:

https://docs.google.com/viewer?a=v&pid=sites&srcid=ZGVmYXVsdGRvbWFpbnxpcHBhbWVYmVzc3meDyODQ4OTEzODtVcYoYyY

If you are in need of lodging, the Holiday Inn Downtown is located at 1050 6th Avenue (near Mercy Hospital) and is not that far from the Botanical Center. This Holiday Inn also offers the state rate for those of you interested in spending a night or two in Des Moines. Of course there are also other hotels available in the area as well. The list of state rate hotels may be found on the Department of Administrative Services website:

http://das.gse.iowa.gov/procurement/hotel_motel.html

In addition to the business meeting, where there will be Board and Committee updates, presentation of IPPA Member of the Year and Volunteer of the Year awards, and the election of new officers, the day’s agenda includes training for the following topics:

- Cloud Services
- Disaster Recovery
- Product Stewardship
- Facilitating Effective Meetings

The full agenda can be found here:

https://docs.google.com/viewer?a=v&pid=sites&srcid=ZGVmYXVsdGRvbWFpbnxpcHBhbWVYmVzc3meDyODQ4OTEzODtVcYoYyY

Also, on October 17th the day preceding the fall meeting, we are offering another one day NIGP seminar, “Managing Your End Users”. It will be held in the Hoover State Office Building on the State Capitol Complex, Level A, Conference Room 6. The street address is 1305 E Walnut Street, 50319. Darin Matthews, CPPO, C.P.M. will be the instructor. Darin currently serves as chief procurement officer for Metro regional government in Portland, Oregon. He has nearly 20 years of purchasing and supply management experience in state and local government, as well as private industry. This seminar will help you identify best practices in internal and external client outreach, identify tools that can be used for internal and external client outreach, and explain the value of reaching out to and using certified status groups (i.e. TSB’s, Veterans, etc.). This seminar requires 20 participants to be registered by September 17th in order to convene, therefore, if you are interested, don’t delay any longer…get signed up today!

You may register here:


If you have questions regarding the annual fall meeting or NIGP seminar, please contact Laurie Hoing, laurie.hoing@iowa.gov, 515-281-0665 or Karl Wendt, karl.wendt@iowa.gov, 515-281-7073.
Iowa Public Procurement Association members in the City of Ames hosted the National Institute of Governmental Purchasing course Strategic Procurement Planning in the Public Sector. IPPA members from the cities of Ames and Cedar Rapids as well as State of Iowa - Department of Administrative Services attended the 3 day course.

The group was privileged to be instructed by two leaders in the field of public procurement. Barbara Johnson, Manager of Contract and Procurement Administration for the Columbus Regional Airport Authority in Columbus, Ohio, lead the instruction from the book that she co-authored. Steve Krueger, Policy & Protest Manager for the Washington State Department of Enterprise Services, is in training to become a certified Master Instructor for the NIGP.

The tag team approach was appreciated by all those attending.

The objectives of the class were to describe procurement’s role in the strategic planning process, develop a strategic plan for an organization, identify the steps in the process, selecting and applying the tools/processes for the plan, and understanding the budget impact.

The three days were packed full of information that is highly recommended for all procurement professionals. Exercises for those attending started with the pretest then moved quickly to identifying the roles of procurement, such as providing service or advising other agencies to procurement functions within our own departments. The class was involved with SWOT analysis, budget exercises, identifying the best procurement methods, and supply positioning based on spend data. One exercise that will become a tool that many will be implementing in their own offices was called the Client Service Level Agreement. Barbara and Steve provided the class with additional resources such as a Project Plan in Excel format, lessons learned data, articles with insightful information, as well as tools / plans they are currently using.
Exciting place, exciting time. NIGP Forum was held in Seattle in August of 2012. I was one of four IPPA members that were in attendance which was a great opportunity to reconnect. We had a chance to meet new colleagues, attend great sessions, learn what’s new in the Public Procurement world, listen to inspirational speakers and of course, we were drawn to Pike’s Market for our entertainment.

There were many sessions but the plenary speaker who was most inspiring to me was the author, Mark Scharenbroich, who wrote the book, “Nice Bike: Making Meaningful Connections on the Road of Life”. Mark challenged us to rethink the way we interact with our clients, co-workers and vendors. We can’t be too busy to let people know they are appreciated and that you care about what’s important to them. His two words and three actions which make a difference in the lives of others, “Nice Bike” and “acknowledge, honor and connect”. Read the book, it’s a great concept.
While at the Forum I also had the opportunity to be a member of the QCT team. We were responsible for assisting the attendees, an information person of sorts. I wore an annoying flashing light and provide assistance to the attendees as they found their way to the sessions.

Some of the other sessions that I attended included subjects on evaluation criteria, the heart of an RFP, ethics, best practices in evaluating best value, where procurement is going, contract administration, chapter relations, leadership challenges, construction’s best practices and alternate project delivery methods.
Letter from the Editor

For most of us old enough to remember, the war in Vietnam dominated world events in our youth. For the men who fought that war, many describe their experience as “hours of boredom interspersed with minutes of terror.” Although I would never equate my experience as the editor of this newsletter to that of a soldier in Vietnam, the description could be similar.

The responsibility of gathering timely and accurate information to include, combined with the pressure of getting the edition out on time, has resulted in inaccuracies. We are trying to mitigate this by enlisting the services of a proofreader. However, for the errors that have already occurred, the Editor offers her profuse apologies.

Corrections to the June edition of the IPPA Chapter Connection:

- Mary Niichel–Hegwood is with the city of Iowa City
- Board Members (not hosts) receive free registration to IPPA meetings

Awards Committee Update

By Luana Stoneking, CPPB

Our chapter awards program has had a busy year, and we’re not finished yet. We started the year revising existing awards and adding two new awards. We will end the year announcing winners of the two new awards!

Buyer of the Year and Manager of the Year activity descriptions and nomination documents were revised for 2012. Changes reflected similar revisions by NIGP, as well as a continued effort to simplify the submittal process while remaining compatible with the national program. The deadline for nominations for these awards was March 1, 2012. June Nasby, CPPB, received the Buyer of the Year award for at the spring member meeting in Bettendorf. June is Buyer II for the City of Iowa City. Congratulations to June!

Two new awards, Member of the Year and Volunteer of the Year, were introduced for 2012. Nominations for these awards were due July 1, 2012. Winners will be announced at the October 18, 2012, Annual Meeting.

Please contact the awards committee with your suggestions for this program. We welcome your input!