Message from the President

Dear Members,

Since our last newsletter, the regular session and a special session of the State Legislature has come and gone, and as expected, local governments are left to “pick-up the pieces”. Many of us have already felt the impact, with travel restrictions and cut-backs in training; while we are still waiting for the “other shoe to drop” this fall. Of course, we may yet have a whole new set of “shoes” to drop this winter, when Florida voters have the opportunity to vote on the Constitutional Amendment related to changes in the Homestead Exemption. After that – pass or fail – the efforts towards more and more “tax reform” will still move forward!

What kind of impact does this have on all of us? Our leaders are working on cuts that will impact us all, and soon purchasing offices across the State of Florida will be doing business a little differently. The changes will present even more challenges to us. Purchasing will be asked to find ways to create new contracts to outsource services, find ways to trim and reduce existing contract pricing, and even ways to produce revenue! Not only will we face new contracting challenges, but we also run the risk of facing more challenging dilemmas, as tighter purse strings may lead to the desire to place greater pressure on our contractors to do more with less. Tax reform will definitely shake-up our existing processes, and upset many of our past paradigms, and it’s up to all of us to be prepared for this onslaught!

So, how do we cope? There’s no simple answer to that question, but it has never been more important for us to maintain open lines of communication with our public purchasing professional colleagues throughout the area. There is no doubt that all of us need to maintain our close-knit network with our fellow chapter members. We also need to ensure that we have an open exchange of communications and innovative ideas in order to survive, and with our local presence and relatively inexpensive cost of membership, the Southeast Florida Chapter of NIGP gives our members that “extra edge”.

As a chapter, we are trying to maintain good communications. The Chapter recently conducted a highly successful meeting on June 7th at the Hollywood Community Center. Information about Hurricane Preparedness and “Green Purchasing” was shared by representatives of Grainger and Office Depot, and the presentation by GSA regarding Disaster Preparedness and other contracting opportunities was very informative and well-received. Thanks again to Janice English and everybody in Hollywood for making sure that we were well fed and well accommodated during our meeting, and to Holly Raphaelson, who made the arrangements for the GSA visit!
Some GREAT News for our Chapter! We have been selected as a FINALIST for the NIGP 2007 Large Chapter of the Year Award! This is our THIRD nomination in a row, and is a great testament to all of our members, and our contributions to the Chapter and to the profession in general. In addition, I was personally honored to learn that I have been selected as one of three finalists for the NIGP 2007 Professional Manager of the Year Award! This is indeed a wonderful honor, and I am humbled by the fact that I was awarded the Chapter Professional Manager of Year Award earlier this year. (Thanks to Karen Walbridge for the nomination, and to Mike Rath, Pam Thompson and Herb Hyman, who serve on the Nomination Committee for this honor!) The awards ceremony will be held at the NIGP Forum in Hartford, Connecticut on August 6th. If you are going to Forum, please let me know, as we would like to have a nice showing for a SE Florida Chapter table during the ceremony!

Speaking of the NIGP Forum, it is almost upon us! The Forum will be held in Hartford, Connecticut, from August 4th – August 8th. This year’s Forum promises to offer fantastic new educational opportunities, as well as priceless networking opportunities! If you’re able to go, please be sure to sign-up for the SE Florida Chapter table for the Presidential Banquet scheduled for the last day of the Forum. If you can go, please take the opportunity to do so, in order to “Insure Your Success”.

I am very happy to announce that the State of Florida is once again starting-up their series of classes. The class “Best Practices for Contract and Grant Management” will be offered on July 18th and July 19th (two separate sessions) in West Palm Beach. (See our Professional Development Schedule included herein). We hope to see more of these classes, and especially designed to work towards the State’s FCPM, FCPA, and Certified Negotiator and Contract Administrator designations. A special big thanks to Karen Walbridge, who has been working tirelessly to bring many popular NIGP LEAP and other Power Series classes to our membership. Please be sure to check-out the class schedule, and remember that our chapter actually subsidizes the registration fees for these classes. We also have a Scholarship Fund designed especially to help our members be able to attend these seminars. Please contact Gail Dixon at the City of Coral Springs if you would like to be considered for a scholarship.

Finally, on a personal note, we have a few of our colleagues who have retired or who soon will retire. First, Windol Green recently retired from the City of Hollywood to take on other life endeavors. Windol did a GREAT job as last year’s Co-op Chair, and he is already missed by all of us. Good luck Windol! Best wishes for a productive retirement also go out to Ed Witkowski at BSO, who will soon be leaving his post there to move on to what I hope will be a “blissful retirement” as well! Good luck, Ed! I also want to wish the very best to Marsha Peterson at the City of Sunrise. I remember meeting Marsha on my very first trip to South Florida years ago. Back then, I never realized that I’d be the Purchasing Manager in the next town over, and would have the opportunity to work with Marsha on a regular basis. Marsha, you’ll be sincerely missed! Finally, I’d like to recognize and congratulate Dave Nash, from the City of Ft. Lauderdale who plans to retire in the near future as well. Dave recently completed his term as President of FAPPO, and he did a tremendous job with that organization. Good luck, Dave! You’ll all be missed, and I hope those still in the area will stop back in every now and then to let us know how you’re doing! Don’t be strangers!

Keith K. Glatz, CPPO, FCPM, FCPA
President
Southeast Florida Chapter of NIGP, Inc.
Message from the Vice-President

Dear Members,

Please support your NIGP chapter and your entity by attending the 10th Reverse Trade Show on November 2nd and “Get Connected.”

Get involved, volunteers are needed for the door prize committee and on-site vendor registration. Please e-mail me at hraphaelson@cityofsunrise.org if you can help out.

Enhance your organization’s presence in the community, this is your time to shine. Explain your policies and procedures and demonstrate your professionalism.

Timing is everything, the Reverse Trade Show is less than four short months away!

Coordinate, reach out to user departments and be sure to bring more people to staff your booth: Public Works, Utilities, Parks and Recreation, Police, Fire, and any other Departments. Remind these personnel now, so they can put the event on their calendars.

Organize, begin to assemble the items you want to hand out at the Reverse Trade Show.

Network with other governmental purchasing agencies and encourage them to attend as well.

Now is the time to take action to ensure another successful Reverse Trade Show. If your agency has not registered to display, follow the link below for Agency Registration.

http://www.nigpsefl.org/10thAnnualReverseTradeShow/RTS_Agency_Registration.pdf

Electric is available at booths 1 through 6, there is a fee of $65 and up for electric, so be sure to let Marilyn Cahill know if you require electric.

Contact, your vendors and advise them of this beneficial opportunity to meet over 30 entities, develop new relationships and expand their business. Direct them to the link below for Vendor Registration. http://www.nigp.org/educate/outline/revTrade.htm

Talk to your co-workers about the benefits of the Reverse Trade Show.

Expect to have a great time. The Reverse Trade Show will be held at the Broward County Convention Center. Agency Registration and set-up will occur between 6:30 AM and 9:30 AM with the Reverse Trade Show beginning at 9:30 AM. Be sure to get there early if you wish to have a leisurely breakfast before the doors open. Lunch will be served between 11:30 AM and 1:00 PM. The Reverse Trade Show ends at 1:00 PM, but please feel free to stay for one of the informative seminars.

Don’t forget to print and display Reverse Trade Show Flyers at your Main Reception Desk!

Holly Raphaelson, MBA, C.P.M., CPPB, FCIPM
Vice-President, Southeast Florida Chapter of NIGP, Inc.
and 2007 Reverse Trade Show Chair
Purchasing Agency Feature
City of Sunrise

Incorporated in 1961 as Sunrise Golf Village, we have grown into a City of over 85,000 residents. The City of Sunrise is home to Sawgrass Mills Mall, Florida’s largest retail and entertainment center and the BankAtlantic Center home to the Florida Panthers, South Florida’s only NHL team. 1,300 employees assist to serve the 23rd largest city in Florida.

Purchasing coordinates the purchase of commodities and services required by the City. The Purchasing Division also has the job of leasing real property for all agencies of the City. After Hurricane Wilma caused extensive damage to City Hall, space had to be arranged for a majority of the Departments which led to an extensive lease program. Purchasing is also charged with Construction and related professional services for the City including Gas and Water utilities. To fulfill these responsibilities, the Division works with City Departments to develop bid packages, requests for qualifications, requests for proposals, and quotation requests. The Purchasing Division also maintains vendor information, reviews and evaluates all solicitations received, and recommends award of the solicitation. Purchasing also fulfills an educational role by holding classes for agencies on the computer system, specifications and paper flow. Additionally, the Division coordinates the disposal of surplus City property through auction. With an annual budget of approximately $370 million, the Purchasing staff of nine (9) employees have plenty of projects to keep them busy.

Top row from left to right (Robert Romanitch-Purchasing Specialist; Lynne Sorrenti-Buyer; Glenn “Dick” Cummings, CPPO, FNIIFP, FCPM, FCPA-Assistant Purchasing Director; Marsha Peterson, CPPO-Purchasing Director; Alicia Ayum, CPPB-Contracts Administrator)

Bottom row from left to right; (Carol Hollins-Senior Buyer; Holly Raphaelson, C.P.M., CPPB, FCPM, FCPA-Purchasing Specialist; Vivian O’Neal, CPPB-Senior Buyer; Chris Stark-Secretary II)
The Building Division is the City agency that enforces the Florida Building Code. The division’s responsibilities include:
Reviewing all plans for new and miscellaneous construction, including improvements and additions, Inspecting all aspects of all construction at progressive stages, Collecting permit fees and issuing permits for all categories associated with building and Issuing Certificates of Occupancy.
The Sunrise Public Works Department is instrumental in maintaining and repairing public streets, sidewalks and parking areas. The Department is also responsible for the design, construction, maintenance and landscaping of public rights-of-way, including medians, swales, open space, City properties and some recreation areas. Perhaps the most significant Public Works responsibility is its role in the maintenance of the system of canals, reservoirs, pumping stations and related drainage apparatus within the City: The efforts of Public Works personnel help protect against flooding.

The City of Sunrise provides its residents and businesses with garbage, recycling and bulk trash collection services. These services - including their customer service and billing functions - are handled by the City’s Public Service Division. Garbage and recycling services are billed on the customer’s water account.
Purchasing Agency Feature
City of Sunrise
(Continued)

The City’s Utilities Department is committed to supplying high quality water that meets or exceeds federal, state and local standards to approximately 200,000 residents in the communities of Sunrise, Davie, Lauderhill, Southwest Ranches, Tamarac, Weston and unincorporated Broward County. In addition, the Department is responsible for the efficient, effective, environmentally-sound disposal of wastewater. The utility system spans approximately 70 square miles which consists of over 500 miles of water distribution mains, over 600 miles of sewer piping and mains, 200 wastewater pump stations, three water treatment facilities, four water re-pump facilities and three wastewater treatment facilities.

The City’s Gas Department provides fuel to residences throughout the City. The Department maintains a network of over 170 miles of underground pipe. Sunrise also operates a Natural Gas Vehicle (NGV) Program that powers a fleet of approximately 150 - including police cruisers, Post Office trucks and Broward County school buses - with clean-burning natural gas.

The City of Sunrise Police force protects and serves a 30 square mile area. Sunrise is rated the sixth-safest of all Florida cities with populations over 75,000, according to the 13th Annual America’s Safest Cities Report.

The City also maintains a Fire Department consisting of five (5) Fire Stations. The Department captured first place at the prestigious ClinCon (Clinical Conference on Emergency Care) competition in 1994 and 2000, and was named EMS Provider of the Year by the State of Florida in 1995. In addition, the Department has been a continuing recipient of the Life Safety Achievement Award, presented to fire-rescue agencies nationwide that have experienced no loss of life as a result of structure fires.
Purchasing Agency Feature
City of Sunrise
(Continued)

Since 1995 the City’s Senior Center has served as a place to meet new friends, develop new skills and enjoy life. In 2002 the Sunrise Senior Center earned the Florence R. Goldmann Distinguished Senior Center Award.

The City’s Civic Center opened in 1998, this 80,000 square-foot complex features: an Art Gallery filled with traveling exhibits; an Athletic Club complete with a Gymnasium, Fitness Center, Dance Studio, Game Room and Raquetball Courts; a 300 seat Theatre; an Outdoor Amphitheatre with seating for 750; a Grand Ballroom and Banquet all that can accommodate 330 people.
The Civic Center’s Aquatics Complex has an Olympic size Competition Pool, Family Pool with a 23’ marble water wall and Children’s Wading Pool. In addition to the Civic Center Pools, the City has three (3) additional pools located conveniently throughout the City to provide residents with plenty of opportunity to dip their toes in the sparkling clean water.

The Springtree Golf Club opened in 1972 this 67 acre municipal course is a Par 61. The 7,000 square-foot Golf Clubhouse contains Locker Rooms, a Pro Shop, and a Restaurant.

The City proudly hosts the BMW Tennis Championship each spring making good use of the Sunrise Tennis Club’s ten (10) Hydrocourt clay courts, four (4) asphalt based cushioned courts, and the one Hydrocourt Tournament court. The Tennis Club which opened in 2001 was awarded the United States Tennis Association’s 2001 “Outstanding Facility” award. The Tennis Club also features a clubhouse with a Pro Shop, Player’s Lounge and Locker Rooms.
The City of Sunrise has numerous parks including: City Park, Flamingo Park, Markham Park, Oscar Wind Park, Shotgun Road, Linear Park, Piper Field, Soccer Club Park, Sunrise Athletic Complex, Sunrise Golf Village Park, Village Square Park and Welleby Park. Sawgrass Sanctuary, a twenty (20) acre park and learning center celebrated its grand opening in January 2003. The facility preserves and protects the City’s ecological heritage, but also offers a wide variety of family-friendly amenities. The park earned Sunrise a prestigious “America’s Crown Communities” award from American City & County magazine, and was featured on the cover of the publication’s December 2002 issue. Sawgrass Sanctuary features an observation platform, a fishing pier and fishing bank, a 200-foot boardwalk, a hiking/bicycling trail, and interpretive displays identifying the park’s four dominant native ecosystems. Additional amenities include two picnic pavilions, a concert platform and restrooms.

The City’s Roller Hockey Complex opened in 2002 and features three (3) regulation roller hockey rinks.

The City of Sunrise plays host to numerous events that attract and delight residents of all ages. Just a few of these annual favorites are: Woodstock Arts & Crafts Festival, Fourth of July Parade, Concerts & Fireworks, Jingle Bell Jog and Market Days—a seasonal, open-air farmers’ market.
Message from the ProD Chair -
Karen Walbridge, C.P.M. CPPB, FCPM

2007 has been a great year for educational opportunities in the Southeast Florida NIGP Chapter! We hit the ground running in January with the LEAP Seminar, Legal Aspects of Purchasing, taught by Keith Glatz at the Coconut Creek Recreational Center. In March, Keith again gave an assist to the educational program by presenting the one-day Specification Writing Seminar which the Chapter offered as a Power Series Opportunity bringing out 35 persons to take advantage of this substantive class.

In April the LEAP Seminar, Planning, Scheduling and Requirements Analysis, was presented at the Hollywood Beach Community Center for those persons filling their requirements to become professionally certified. In June the LEAP Seminar, Developing and Managing RFPs, was presented at the Anne Kolb Nature Center with 12 persons. Keith Glatz is again presenting a LEAP Series class for the benefit of Chapter members seeking certification as he teaches Introduction to Public Procurement at the Hollywood Beach Community Center. There was so much demand for this class that we met the NIGP maximum and had to turn potential registrants away.

For the second half of the year, we have three LEAP Series Contract Administration Classes scheduled between July and November to meet the demand for that class. There are already 89 persons registered.

The Chapter is planning another Power Series Opportunity for November 7 at the Coconut Creek Community Center with a presentation regarding Design/Build Construction Procurement. The Chapter will be substantially subsidizing this seminar so Chapter members whose entities do not support educational classes can afford to take this class. Linda Jeethan and the staff of the Coconut Creek Facilities Department have assisted the Southeast Florida Chapter in facilitating so many classes and we appreciate their efforts yet again.

November 8 and 9 are the dates for a CPPB Exam Review Seminar and CPPO Exam Review Seminar at the Palm Beach County Water Utilities Building. We have for some time looked for a class location in the north end of our Southeast Florida region that had classroom facilities and reasonable access to both airport and hotels for the convenience of the instructor and anyone coming in from out-of-area to take the class. We appreciate the efforts of Conrad Ailstock and Vernetta Green who set up these classes for us.

With 179 registrants who have successfully completed classes or who are already enrolled in upcoming classes, we look forward to breaking the previous Chapter record for seminar registrations set in 2004 with 175 students in 9 classes. We also want to remind any Chapter members who are in need of classes to become professionally certified or to maintain that certification, that the Chapter has a Scholarship Fund for your benefit. If your public entity does not support your professional education, we urge you to utilize these benefits of Chapter membership fully and become professionally certified.

We would like to especially thank the City of Coconut Creek, City of Hollywood, Palm Beach County Water Utilities and Broward County for use of their beautiful facilities this year and a special thanks to our President, Keith Glatz, CPPO, who has worked tirelessly this year to bring seminars to Chapter members!
PICTURES FROM THE JUNE MEETING
PICTURES FROM THE JUNE MEETING
(Continued)
PICTURES FROM THE JUNE MEETING
(Continued)
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C - $85.00 |
|       | Contract Administration – LEAP Series  
(CLASS FILLED ON 5/24/07) | Broward County Government Center (West) – Second Floor Meeting Room – One University Drive, Plantation, FL | July 18 – 20 , 2007 | N - $300.00  
C - $400.00  
NM - $750.00 |
|       | Contract Administration – LEAP Series  
(CLASS FILLED ON 6/29/07) | Broward County Government Center (West) – Second Floor Meeting Room | Oct. 24 – 26 , 2007 | N - $300.00  
C - $400.00  
NM - $750.00 |
|       | Design/Build Construction Procurement – POWER SERIES OPPORTUNITY | Coconut Creek Community Center – South Lyons Road | Nov. 7, 2007 | N - $15.00  
C - $15.00  
NM - $15.00 |
|       | CPPB Exam Seminar – First Day and CPPO Exam Seminar – 2 Days | Palm Beach County Water Utilities Building- Conference Room- West Palm Beach | Nov. 8 – 9, 2007 | N - $100/$200  
C - $125/$250  
NM-$375/$750 |
|       | Contract Administration – LEAP Series | Broward County Government Center (West) – Second Floor Meeting Room | Nov. 14 - 16, 2007 | N - $300.00  
C - $400.00  
NM- $750.00 |

**If National NIGP Member, please state your National NIGP Member Number ______

Name: ____________________________________________
Entity: ____________________________________________
Address: ____________________________________________
City: ____________________________, FL. Zip: ____________
Telephone: (____)__________ Facsimile: (____)__________
E-mail Address: ____________________________________________
Course Desired: ____________________________________________
Date of Course: ____________________________________________
Payment arrangements must be made in advance.
Make checks payable to:
Southeast Florida Chapter of NIGP, Inc.

Mail registration form and payment (No Purchase Orders) to:

Karen Walbridge, C.P.M., CPPB
Broward County Purchasing Division
115 South Andrews Avenue, Room 335U
Fort Lauderdale, FL 33301

Telephone: (954) 357-7306
Fax: (954) 357-6280
E-mail: kwalbridge@broward.org

Credit Card payments are also accepted:
Name of Card Holder: ____________________________________
Type of Credit Card:   Visa  _____          MasterCard _____
Credit Card Number:  ____________________________________
Expiration Date:  ________________________________________

*Registration for the State of Florida Seminar, "Best Practices for Contract and
Grant Management in Florida" must be made with Cyndee Sams of the State of
Florida Department of Management Services.

Please contact Cyndee Sams at
Phone: (850) 921-0266
Fax: (850) 414-6122
E-mail: samsc@dms.state.fl.us

Cyndee Sams' Office Address:  Department of Management Services
Division of State Purchasing
Attn: Cyndee Sams, Training and Certification Consultant
4050 Esplanade Way, Suite 360
Tallahassee, FL 32399-0950
Southeast Florida Chapter of NIGP, Inc.

INVOICE

2007 ANNUAL MEMBERSHIP DUES

Annual Membership Dues for the year 2007 (January through December) are now due in the amount of $25.00 from all regular members.

Please make checks payable to: Southeast Florida Chapter of NIGP, Inc.
Please complete this form and return it with your check to:

Southeast Florida Chapter of NIGP, Inc.
Purchasing Division
4800 West Copans Road
Coconut Creek, FL 33063

Check One: New Member ______ Renewal ______ Honorary ____

NAME: _________________________________________________

TITLE: __________________________________________________

Check if Applicable: CPPO_____ CPPB_____ C.P.M._____ A.P.P.______ OTHER___________

AGENCY: ________________________________________________________________

ADDRESS: ________________________________________________________________

CITY/STATE: ___________________________________________________ ZIP ____________

PHONE #:________________________________________________________________

FAX #:___________________________________________________________________

E-MAIL ADDRESS: __________________________________________________________

Please indicate by placing a check mark below if your E-Mail address has changed or if this is a new E-Mail

Address: E-Mail Change: _________ New E-Mail:__________

Are you or your agency a member of national NIGP? YES______ NO_______

CREDIT CARD PAYMENTS: ___ MASTERCARD ___VISA

Card Number: _____________________________________ Exp Date: ______________

Name (as it appears on card): ________________________________________________

Signature: ________________________________________________________________
May 22, 2007

Keith Glatz, CPPO
President, SE Florida Chapter of NIGP
c/o City of Tamarac
7525 NW 88th Ave.
Tamarac, FL 33321-2401

Dear Keith,

As you know, I am stepping down shortly as President of FAPPO. It has been a challenging and rewarding experience to say the least and I could not have accomplished all that I did this year without the help of so many people across the state. However, what is most gratifying to me is the assistance of those members of my own NIGP chapter here in southeast Florida. They truly came through and I am so grateful for their efforts. I would very much appreciate if you would include a copy of this letter in the next issue of the chapter newsletter so that they may be recognized for their service.

Member
Conrad Ailstock, CPPO, CPPB
Rick Andrews, CPPB, FCN
Saundra Brady, CPPB
Kirk Buffington, CPPO, C.P.M., MBA
Barbara Conboy, CPPB
Irene Costa, CPPB
Glenn R. (Dick) Cummings, CPPO
Gail Dixon, CPPB
Michal Durden
Keith Glatz, CPPO
Vernetha Green, CPPB
Josephine Grosch
Connie Guzzi, CPPB
Carol Hollins
Nora Laudermilk, CPPB
Joel Mariani, C.P.M., A.P.P.
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Holly Raphaelson, MBA, C.P.M., CPPB, FCPA
Spencer Shambray, CPPB
Yasmin Teja, CPPO, C.P.M.
Pam Thompson, CPPO, CPPB
Karen Walbridge, C.P.M., CPPB

Committee
Finance
Golf Committee
Membership Recruitment Chair
Legislative Affairs/Presidential Advisor
Golf Committee
Trade Show
Parliamentarian
Special Event Chair
Trade Show
Entity Awards/Best Practices Chair
Food Service Chair
Membership Recruitment
Trade Show
Trade Show
Credit Card/First Timers/Pres. Advisor
Trade Show Chair
Resolutions & Awards Chair
Trade Show
VIP Chair
Trade Show
Volunteer Coord./Transportation Chair
Professional Development Chair

My thanks as well to Rick Torres and Susan Kusenka for the loan of an LED projector for the Spring Conference that enabled us to save some money on our A/V budget. I should also like to point out that Joel Mariani received our Volunteer of the Year Award for his Herculean efforts on the trade show.

Sincerely,

David E. Nash
David E. Nash, CPPO, CPPB
President, 2006-2007
**President**
Keith Glatz, CPPO, FCPM, FCPA
Purchasing/Contracts Manager
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For additional information contact:
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Broward County Purchasing Division

Chief Editors
Karen Walbridge and Yasmin Teja