Message from the President

Dear Members,

Recently, the news has been filled with all kinds of clamor about property taxes, and various proposals in the State Legislature to deal with the problem. While much ado has been made about the taxes themselves, we have not seen as much coverage about how some of these proposals could impact public procurement, and the effect that public procurement can have on the bottom line for our entities.

It is a fact that many of the proposals being bantered about in Tallahassee would have a devastating impact on local governments, and purchasing operations are certainly not immune to the resulting consequences. Many of us could see significant cuts in resources, which may result in the scaling back of all types of programs, capital improvements, and general government operations. Obviously, local government will be forced to prioritize its spending efforts, and most certainly, services that impact the greatest levels of the population, such as police and fire rescue, will receive resources diverted from other levels of government, including finance and administration. Yes, even though Purchasing provides a level of savings to the entity, we may be significantly and negatively impacted as well!

Based on the possible scenarios that may play out over the next few months, I strongly believe that now is the time to show the organization that we can truly add value to the overall operation of the government. We need to demonstrate that we are just not clerks sitting in the back room taking quotes, but that we are skilled professionals, armed with innovative cost saving techniques that can actually provide for the more cost effective use of limited revenues available to local government in general. It’s definitely time to “step-up to the plate”, and make sure that our organization understands how we can make a true difference to the bottom-line of the organization.

The need to demonstrate our value has never been more critical than it is now, and ironically, the Florida legislative session begins during our annual Purchasing Month! Please take the time to contemplate on your professional successes, and if you’re not doing so already, make sure that you “tell the world” about the value that you add to your organization each day. Whether you have your entity’s board or commission pass a resolution recognizing “Purchasing Month”, or simply provide a report of your successes to the appropriate individuals, we must start heralding our accomplishments, and demonstrating our value! If we don’t do this now, we may not have the opportunity to do something in the future, so please take this advice to heart, and start talking about your successes!
Message from the President - Continued

And don't forget, that participation in chapter activities will improve your success rate, since we strive to provide each of our members with the latest information about innovative best practices through talented speakers and improved networking opportunities. Just the networking opportunities alone provide each of us with valuable contacts who have been there, tried that, and made it work for them!

So, let’s tell the world about our success during Purchasing Month, and let’s start right in our own back yard!

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

Dear Members,

SAVE THE DATE-NOVEMBER 2, 2007

The 10th Annual Reverse Trade Show is coming up on November 2, 2007 and we need your participation to make it a success! Please sign up today and be sure to bring along representatives from using departments including: Public Works, Utilities, Parks and Recreation, Police, Fire and any other Departments that you can think of. The more the merrier! Be sure to indicate the names of all representatives attending the Reverse Trade Show on your Agency Registration form and include additional names on a separate sheet of paper. Don’t delay, fax your registration to Marilyn Cahill at 954-831-0798.

Joel Mariani gave us an excellent Reverse Trade Show last year that earned over $35,000 and I would love to build on his success and make this year even better! The income generated by the Reverse Trade Show is used to subsidize the cost of educational events all year long at the Southeast Florida Chapter, so let’s do our best to fill the Convention Center this year to ensure more educational opportunities for our members in the coming year.

This is a significant milestone for the Southeast Florida Chapter because we are celebrating 10 years of successful Reverse Trade Shows connecting government entities with the business community. As a reminder of this commitment, our tagline this year is “Get Connected”.

The Reverse Trade Show will be held at the Broward County Convention Center located at 1950 Eisenhower Boulevard by the Port of Fort Lauderdale. 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 the same fantastic menu as last year including: Chicken Scaloppine, Pork Tenderloin Medallions, Grilled Swordfish, Raspberry Walnut Cake, Pecan Pie and Turtle Cheesecake which 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 two informative seminars: “How to do Business with the Government” and “Small Business and Women/Minority Business Opportunities”.

Be sure to support your NIGP affiliate and your entity by attending the 10th Annual Reverse Trade Show on November 2nd and “Get Connected.”

Holly Raphaelson, MBA, C.P.M., CPPB, FCPM, Vice-President Southeast Florida Chapter of NIGP, Inc. and 2007 Reverse Trade Show Chair
Kirk Buffington is currently the Director of the Department of Procurement Services for the City of Fort Lauderdale, FL, having recently been promoted from Assistant Director of Administrative Services. Before coming to the City of Fort Lauderdale, Kirk was the Purchasing Agent for Osceola County. In addition Kirk has purchasing experience with the Orange County School Board, and in the private sector, as a Grocery Buyer with the Wal-Mart Corporation, and as a Receiving Supervisor with the Walt Disney World Co.

Kirk has a B.S. in Business Administration from Florida State University, and an MBA, with an emphasis in Procurement Management, from Webster University, St. Louis, MO. He is currently pursuing his Masters in Public Administration from Florida Atlantic University.

Kirk has been a Certified Purchasing Manager since 1995, having just recently received his lifetime certification. Mr. Buffington recently received his certification as a Certified Public Purchasing Officer (CPPO/NIGP). Mr. Buffington has served as President of the Florida Association of Public Purchasing Officers, and previously served as Treasurer, Secretary and Vice-President. He is a past President of the Southeast Florida Chapter of NIGP. He has also served on the NIGP (National Institute of Governmental Purchasing) national FORUM committee, and is past chair of the NIGP Research Committee. In July of 2003, Kirk was elected to the NIGP Board of Directors. Mr. Buffington represents Region VII, which includes Florida, Guam and Puerto Rico. In addition to his activities with NIGP, Mr. Buffington has also served the National Purchasing Institute, NPI, on their Selection and Evaluation Committee for the Achievement of Excellence in Procurement Award.

Mr. Buffington co-authored the new NIGP LEAP text “The Legal Aspects of Purchasing” now being used in the LEAP curriculum for certification and educational development. Additionally, he has published numerous articles in the NIGP Tech Bulletin, and various articles concerning Procurement Case Law in the state and local NIGP and FAPPO newsletters. He has also participated in writing two white papers on e-procurement and e-signatures for the National Electronic Commerce Coordinating Council (NECCC).
Incorporated on March 27, 1911, the City of Fort Lauderdale is situated on the southeast coast of Florida, centrally located between Miami and Palm Beach. Encompassing more than 33 square miles with a population of 175,270, Fort Lauderdale is the largest of Broward County’s 31 municipalities and the seventh largest city in Florida. Embraced by the Atlantic Ocean, New River and a myriad of scenic inland waterways, Fort Lauderdale truly lives up to its designation as the “Venice of America.”

Fort Lauderdale offers an outstanding quality of life, highlighted by a semi-tropical climate, rich natural beauty and an array of cultural, entertainment and educational amenities. Blessed with more than 3,000 hours of sunshine each year and pleasant ocean breezes, world-famous Fort Lauderdale Beach offers premier opportunities for recreation, relaxation and enjoyment. The picturesque Riverwalk serves as the cornerstone of the City’s arts, science, cultural and historic district which features the Broward Center for the Performing Arts, Museum of Discovery and Science, Museum of Art and Old Fort Lauderdale Village and Museum. Las Olas Boulevard has gained international acclaim as Fort Lauderdale’s centerpiece of fashion, fine dining and entertainment. In addition, the City’s downtown area is home to Broward Community College, Florida Atlantic University, Florida International University, the award-winning Broward County Main Library, federal, county and school district offices.

The City’s workforce includes nearly 2,300 full-time employees. Fort Lauderdale’s total operating budget for fiscal year 2007 is approximately $499 million through which the City provides a full range of municipal programs and services.
The City of Fort Lauderdale’s Procurement Services Department oversees large scale municipal purchasing. Led by Director Kirk Buffington, the Department has 11 full time positions and one part time position. Procurement Services performs a variety of functions from research and anticipation of demand through receipt and acceptance of goods and services. In addition, the Department is responsible for the disposition of surplus, confiscated and abandoned property. For the fifth consecutive year, the Procurement Services Department has received the National Purchasing Institute’s Achievement of Excellence in Procurement Award. The award recognizes organizational excellence in several categories including innovation, professionalism, productivity and leadership. It is co-sponsored by the Institute for Supply Management, California Association of Public Purchasing Officers, Florida Association of Public Purchasing Officers, National Institute of Governmental Purchasing, National Association of State Procurement Officers and the National Association of Educational Procurement.

First Row: Bobbi Williams, Dave Nash, Mike Walker, Kirk Buffington
Back Row: Rick Andrews, Stephanie Gordon, Richard Ewell, James Hemphill, AnnDebra Diaz
Pictured on page 5: Elizabeth Cohen, Carrie Keohane, Janet Townsend
During the past fiscal year, the City of Fort Lauderdale’s Procurement Services Department issued and managed $79 million in purchase orders, increasing the annual number of bids and RFP’s by 77% over the previous year. Three live auctions took place in 2006, yielding more than $1.6 million in sales from nearly 170 buyers. More than 30,000 transactions totaling close to $5 million were completed via the City’s Purchasing Card (P-Card) Program. The Procurement Services website was updated to include a search tool for current and past bids and a new insurance tracking system was instituted to monitor and maintain insurance certificates for contractual agreements.

The Procurement Services Department looks forward to continuing its mission of delivering excellent procurement services through technological advancements, improved procedures and outreach programs performed with professionalism and teamwork.

As it approaches its 100th Anniversary in 2011, the City of Fort Lauderdale remains committed to providing outstanding programs and services while enhancing quality of life for its residents and visitors.

For more information about the City of Fort Lauderdale, visit www.fortlauderdale.gov.

First Row: Janet Townsend

Back Row: Elizabeth Cohen, Carrie Keohane
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<th>Committee Chair</th>
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2006 PROFESSIONAL DEVELOPMENT REGISTRATION FORM

**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: ____________________________________________________

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

Karen Walbridge, C.P.M., CPPB                         Telephone: (954) 357-7306
Broward County Purchasing Division                   Fax: (954) 357-6280
115 South Andrews Avenue, Room 301                  E-mail: kwalbridge@broward.org
Fort Lauderdale, FL  33301

Credit Card payments are also accepted:

Name of Card Holder: _____________________________________________
Type of Credit Card:   Visa _____          MasterCard _____
Credit Card Number: _____________________________________________
Expiration Date: ______________________________

name

Page 10 March 2007
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: __________________________________________________________________
10th Annual Reverse Trade Show

Broward County Convention Center
November 2nd, 2007 9:30 AM to 3:00 PM

- **Meet face to face** with hundreds of government purchasing professionals from South Florida. Visit their information booths and learn how to do business with their agencies.

- **Attend** one of two informative workshops on how to do business with government.

- **Network** at the Business Luncheon.

- **Place an advertisement** for your company in the Trade Show Directory and see your business ad prominently displayed.

For more information Website: www.nigpsefl.org Email: HRaphaelson@cityofSunrise.org

Get Connected!
Interested in doing business with government agencies in South Florida?

Purchasing professionals from South Florida’s counties, municipalities, port authorities, school boards and sheriff’s offices as well as the State of Florida will gather at the beautiful Broward County Convention Center in Fort Lauderdale, Florida NOVEMBER 2nd, 2007, with information booths on how to do business with their agencies and much more!

This year our purchasing agencies will be joined by using agencies such as Information Technology, Parks, Public Works, Utilities, and more...

Why attend?

The admittance fee of $150 per person gives you the opportunity to:

♦ Meet face to face with government purchasing professionals - no cold calls, telephone recordings, Internet surfing or separate appointments.

♦ Gather each agency's vendor applications, current contract/bid solicitations and business cards.

♦ Learn each agency’s process to register, solicit bids and award contracts.

♦ Attend an informative seminar of your choice - 2 from which to choose, presented by top speakers

1. “How to do Business with Government”, presented by Kirk Buffington, CPPO, C.P.M., MBA, City of Fort Lauderdale Director of Procurement Services. At the conclusion of this informative presentation you will have the opportunity to participate in a panel discussion with the Directors of some of South Florida’s largest Purchasing Departments.

2. “Small Business and Women/Minority Business Opportunities”. Presented by Edgar Tapia, Small Business Development Manager. This presentation will outline the procedures for certification as well as providing insights as how to participate in small business and women/minority business opportunities.

♦ Network at the Business Luncheon
With the government agency representatives and other business vendors.

Looking for a tax write-off?
Want to increase your company’s name recognition among South Florida government purchasers?

Place an advertisement for your company in the Southeast Florida Purchasing Professionals Trade Show Directory and see your business ad prominently displayed. The spiral bound resource directory has laminated covers for year-round use and lists all agency representatives attending the Trade Show as well as the 2007/2008 SE FL Chapter of NIGP Membership.

All government and business attendees will receive a free copy.

Sponsors will be contacted via E-mail for Ad submission upon receipt of payment.

Show your support for the organization that makes this gathering possible.

**Place an ad in the Directory!**
Receipts provided for tax-deductible purposes upon request. Consult your tax preparer for eligibility.

**DIAMOND SPONSORSHIP: $1,000**
♦ Full Page Full Color Inside Front, Inside Back or Back Cover Ad

**PLATINUM SPONSORSHIP: $500**
♦ Full Page Full Color Ad

**GOLD SPONSORSHIP: $250**
♦ Half Page Full Color Ad

**SILVER SPONSORSHIP: $150**
♦ Half Page Black & White Ad

**BRONZE SPONSORSHIP: $100**
♦ Business Card size, Black & White Ad

*Sponsorship ads DO NOT include paid attendance*

Get Connected!

Your company benefits, and proceeds provide professional and educational development for NIGP Chapter members.

Ads are due SEPTEMBER 28th, 2007

Don’t delay… register today!
10th ANNUAL REVERSE TRADE SHOW

November 2, 2007 * Broward County Convention Center * 1950 Eisenhower Blvd * Fort Lauderdale, FL 33316

VENDOR REGISTRATION FORM

FOR ONLINE INFO: www.nigpsefl.org

COMPANY NAME _________________________________________________
MAILING ADDRESS _________________________________________________
CITY/STATE/ZIP _________________________________________________

ATTENDEE NAME PHONE E-MAIL
1. ___________________________________________  ____________________  __________________
2. ___________________________________________  ____________________  __________________
3. ___________________________________________  ____________________  __________________
4. ___________________________________________  ____________________  __________________

DOOR PRIZES ARE GLADLY ACCEPTED. Prizes will be distributed through a drawing of business cards during the Trade Show. You must be present to win.

☐ YES, I intend to contribute a Door Prize. I will donate (describe item(s):___________________

____________________________________________________________________________

$125.00 x ________ # of attendees paid BEFORE Sept. 28, 2007 = ___________
$150.00 x ________ # of attendees paid AFTER Sept. 28, 2007 = ___________

Sponsorship Ads:
☐ Diamond: $1,000 (Full page color inside or back cover) = ___________
☐ Platinum: $500 (Full page full color) = ___________
☐ Gold: $250 (Half page full color) = ___________
☐ Silver: $150 (Half page black & white) = ___________
☐ Bronze: $100 (Business card black & white) = ___________

TOTAL PAYMENT = __________________

☐ By CREDIT CARD: MAIL or FAX REGISTRATION TO Richard Ewell ☎ (954) 828-5576
CREDIT CARD PAYMENTS: ☐ MC ☐ VISA
Card Number ____________________________ Exp Date ________________
Name (as it appears on card) __________________________________________
Signature ____________________________

☐ By CHECK: MAIL PAYMENT & REGISTRATION TO:
Richard Ewell, City of Fort Lauderdale, 100 North Andrews Avenue, Ft. Lauderdale, FL 33301-1016
Please make check or money order payable to SOUTHEAST FL CHAPTER OF NIGP, INC.
Cancellation Policy: Refund requests must be received 24 hours prior to the event.
GOVERNMENT AGENCY REGISTRATION FORM

Register online: www.nigpsefl.org. By fax: Marilyn Cahill @ (954) 831-0798. By e-mail: mcahill@broward.org

AGENCY: _______________________________________________________________________
MAILING ADDRESS: _______________________________________________________________________
CITY/STATE/ZIP: _______________________________________________________________________

TABLE NUMBER REQUESTED: ______________  2nd Choice: ______________ Electricity Needed? _______________
See attached room/ table layout. Note: display tables given on a first come, first served basis. Register early!

AGENCY REP #1: ___________________________________ E-MAIL: _______________________________
PHONE: __________________ FAX: __________________ □ Attending all day - OR -
Will attend: □ Set Up □ Breakfast □ Registration □ Trade Show □ Lunch □ Workshops

AGENCY REP #2: ___________________________________ E-MAIL: _______________________________
PHONE: __________________ FAX: __________________ □ Attending all day - OR -
Will attend: □ Set Up □ Breakfast □ Registration □ Trade Show □ Lunch □ Workshops

AGENCY REP #3: ___________________________________ E-MAIL: _______________________________
PHONE: __________________ FAX: __________________ □ Attending all day - OR -
Will attend: □ Set Up □ Breakfast □ Registration □ Trade Show □ Lunch □ Workshops

AGENCY REP #4: ___________________________________ E-MAIL: _______________________________
PHONE: __________________ FAX: __________________ □ Attending all day - OR -
Will attend: □ Set Up □ Breakfast □ Registration □ Trade Show □ Lunch □ Workshops

Use additional sheets if necessary

There will be NO FEE for government agency attendees manning their entity’s display table and registered before October 15, 2007
2007 REVERSE TRADE SHOW
FLOOR PLAN AND TABLE REGISTRATION

Broward County Convention Center, 1950 Eisenhower Blvd, Fort Lauderdale, FL 33316
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Purchasing/Contracts Manager
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Tamarac, FL 33321
Tel: 954-724-1322
Fax: 954-724-2408
E-Mail: keithg@tamarac.org

Vice-President
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Purchasing Specialist
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Coconut Creek, FL 33063
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Fax: 954-973-6754
E-Mail: ljjeethan@coconutcreek.net

Co-op Chair
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General Services Coordinator
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Fax: 954-457-1342
E-Mail: alues@hallandalebeachfl.gov

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Buyer
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Secretary
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Email: rsookdeo@coralsprings.org

For additional information contact:
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Broward County Purchasing Division
Email: kwalbridge@broward.org
yteja@broward.org

Chief Editors
Karen Walbridge and Yasmin Teja