



Florida Association of Public Purchasing Officers

January 2006

Please check with your IT dept. to ensure your entities SPAM filters allow for FAPPO broadcast emails; also review and update your membership data/email in the 'Members Only' Section of www.fappo.org

Check out the **Professional Development Seminars** we have in store for you!

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Message from the President

**Message from the President
Russ Wetherington, CPPB, CPCM**

Dear Members,

Happy New Year and best wishes for a great 2006!

FAPPO's Annual Conference and Trade Show will be held, April 25-28, 2006 in Daytona Beach at the Plaza Resort and Spa, 600 North Atlantic Blvd, Daytona Beach 32118. FAPPO'S current Vice President and Program Chair, David Nash, has arranged an educational program that will meet and exceed everyone's needs. A copy of the tentative program has been included in this newsletter. Early registration fee is \$250 if sent in by February 14, 2006. The President's reception is on Monday night starting at 6:30 p.m., and the Trade Show is on Wednesday, April 26, 2006. The room rate is \$95/night for reservations made by April 9, 2006. There are no guarantees on the rate if made after this date. The registration form and agenda are included in the newsletter and are posted on the web site.

A Big Thank You to Dan Olson (previous FAPPO Webmaster). Dan was FAPPO's Webmaster for a number of years and is going back to school. We will miss Dan and his dedication. Carl Scott, Online Services is FAPPO's new Webmaster. Carl will be working on updating the FAPPO web site to include online payments, membership management and event management.

Visit Our Website! www.fappo.org

First State of Florida Certification Class

The Southeast Florida Chapter of NIGP hosted the State of Florida Certification class on Public Purchasing in Florida from November 15th through November 17th, 2005, at the Coconut Creek Community Center. This was the first class hosted outside of Tallahassee for State of Florida Certification. Dr. E.R. "Bud" Roon teamed with Russ Rothman of the State of Florida Department of Management Services, in teaching this class.

Class attendees numbered 39 in which nine members were from the Broward County Board of County Commissioners, Purchasing Division. Purchasing professionals taking this class must meet eligibility requirements and work experience in order to achieve their certificate from the State of Florida as a Florida Certified Purchasing Manager (FCPM) and/or a Florida Certified Purchasing Agent.(FCPA).

The following Broward County Purchasing Agents have received their State of Florida Certifications:

CONGRATULATIONS TO:

Glenn R. Cummings, Purchasing Director, CPPO, FCPM, FCPA
Walter Pryor, Assistant Director, CPPO, FCPM, FCPA
John Kunzman, Chief of Operations, CPPO, FCPM, FCPA
Karen Walbridge, Purchasing Agent III Specialist, CPPB, C.P.M, FCPM, FCPA
Michael Walker, Purchasing Agent III, CPPB, A.P.P., FCPM, FCPA
Ronnie Escano, Purchasing Agent III Negotiator, CPPO, C.P.M, CPCM, FCPM, FCPA
Joel Mariani, Purchasing Agent III Specialist, C.P.M., A.P.P., FCPM, FCPA
Larry Barden, Purchasing Agent III Specialist, CPPO, C.P.M., FCPM
Gregory Fineman, Special Projects Coordinator IV, CPPB, FCPM

FAPPO EMAIL NOTICE

Notice to all Members:

If you do not want to receive broadcast emails from FAPPO, please notify the FAAPO web site liaison to have your name removed from the email list.

Please understand that we only send out emails when we feel it is important to notify the membership of important information.

What is not Spam:

- An e-mail message is NOT spam if the recipient in anyway requested email be sent to them from the sender or the sender's organization.
- Anytime an organization sends a bulk email message to one of its customers it is NOT spam provided that the organization offers a way for the customer to opt-out of future mailings and that the customer did not previously opt-out.
- An e-mail message is NOT spam when sent to recipients who agreed to receive information or promotions from a partner organization (as long as there is a clear opt-out option).

2006 Entity Awards Application Now Available

Do you believe that your entity exhibits a standard of excellence in the purchasing profession? Have you developed a new and innovative best practice that you'd like to share with your colleagues? The 2006 FAPPO Entity Awards program provides you with a unique opportunity to recognize your achievements in excellence as well as any new and innovative accomplishments that you have introduced during the past year.

The FAPPO Entity Awards program recognizes Achievements in Excellence, and Best Practices by any member public procurement agency. If you think you qualify, FAPPO has made it extremely easy to qualify. Simply download one or both applications and then document your answers to each of the questions. According to the specific instructions contained within the application.

This year, to achieve recognition as a winner of the Achievement in Excellence Award, there is potential to score up to a total of 165 points, with a minimum score of 123 points (75%) required to qualify in seven different areas. The Best Practices Award will be based on the best qualified essays detailing an agency best practice that has been new and innovative.

The criteria for consideration in 2006, has been expanded to include new sections devoted to emergency and weather related policies and procedures in response to concerns raised by the recent hurricanes throughout the state.

Applications for the FAPPO Award of Excellence and Best Practice Awards must be submitted by no later than **Friday, March 10, 2006 at 5:00 p.m.** to Keith Glatz, CPPO, Purchasing and Contracts Manager for the City of Tamarac Purchasing Division, 7525 NW 88th Avenue, Tamarac, Florida 33321.

Anyone interested in applying for a FAPPO entity award may obtain the application on-line at the FAPPO web-site, www.fappo.org , where the application is available in both word and pdf formats right on the home page. Questions may be addressed directly to Keith Glatz, CPPO, or at 954-597-3567, or e-mail, keithg@tamarac.org .

So, get that long-deserved recognition for all or your hard work, by applying for one of these awards today!

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Message from the Pro-D



There are classes scheduled through May of 2006. Please look at your schedules and plan ahead!!!



Florida Association of Public Purchasing Officers

PROFESSIONAL DEVELOPMENT REGISTRATION FORM

Check Desired Course(s)	Instructor	Title	Location	Dates	Cost
	<i>Fred Marks</i>	Sourcing in the Public Sector	St. Augustine, FL	July 18-20, 2005 8:00 AM-5:00 PM	M \$250.00 N \$550.00
	<i>John Zeyer</i>	Intro to Public Procurement	Ft. Myers, FL	Aug 22-24, 2005 8:00 AM-5:00 PM	M \$250.00 N \$550.00
	CANCELLED	Planning, Scheduling and Requirement Analysis			
	<i>Ken Hayslette</i>	Developing & Managing RFP's	Sarasota, FL	Oct 5-7, 2005 8:00 AM-5:00 PM	M \$300.00 N \$550.00
	<i>Tony Ellis</i>	Get What You Need Through Successful Negotiation Strategies	City of Winter Park, FI	Nov 17-18, 2005 8:00 AM-5:00 PM	M \$350.00 N \$350.00
	<i>TBD</i>	Intro to Public Procurement	Lakeland, Florida	Jan 18-20, 2006 8:00 AM-5:00 PM	M \$300.00 N \$550.00
	<i>TBD</i>	Contracts Administration	City of Port St. Lucie, FI	Feb 13-15, 2006 8:00 AM-5:00 PM	M \$300.00 N \$550.00
	<i>TBD</i>	Legal Aspects Of Purchasing	Ft Myers, FL	March 8-10, 2006 8:00 AM-5:00 PM	M \$300.00 N \$550.00
	<i>TBD</i>	Creating Performance Based RFP's	City of Palm Bay, FI	April 7-8, 2006 8:00 AM-5:00 PM	M \$350.00 N \$350.00
	<i>TBD</i>	Sourcing in the Public Sector	Hollywood, FI	May 23-25, 2006 8:00 AM-5:00 PM	M \$300.00 N \$550.00

Please circle one:

M -- Member

N – Non-Member

Florida Statutes on Procurement for Local Governments

by Bobbye Marsala, C.P.M., CPPB

January 2006

Can purchasing be a crime for a public servant, punishable as a felony in the 2nd degree?? You bet it can! This month we will take a look at the Florida Statute of Crimes, Chapter 838, Bribery; Misuse of Public Office.

F.S. 838.22 Bid tampering - applies to any public servant *“with corrupt intent”* to influence or attempt to influence the competitive bidding process undertaken by any state, county, municipal, or special district agency, or any other public entity, for the procurement of commodities or services.

“Corrupt intent” includes disclosing material information concerning a bid or other aspects of the competitive bidding process when such information is not publicly disclosed; or altering or amending a submitted bid, document or other material supporting a submitted bid, or bid results for the purpose of intentionally providing a competitive advantage to any person who submits a bid.

And what about “sole source” purchases? Do you have a form that you require your departments to fill-out and sign when they request a “sole source” purchase? We all know that there are many instances where sole source procurements are quite justified. This is a determination made by each individual agency for their specific requirements. However, if you need assistance in getting your departments to stand-behind their requests for these type purchases, you may want to consider adding the language contained in F.S. 838.22(2) to your form: “It is unlawful for a public servant, with *“corrupt intent”* to obtain a benefit for any person or to cause unlawful harm to another, to circumvent a competitive bidding process required by law or rule by using a sole-source contract for commodities or services.

Subsection (3) of 838.22 states that it is unlawful for any person to knowingly agree, conspire, combine, or confederate, directly or indirectly, with a public servant to violate subsection (1) or subsection (2). Additionally, if you enter into an agreement knowing that a public servant has violated Chapter 838.22, it could be considered a crime in accordance with subsection (4) which reads: “It is unlawful for any person to *“knowingly”* enter into a contract for commodities or services which was secured by a public servant acting in violation of subsection (1) or subsection (2).” Yeouch!!! Let’s be careful out there!

The punishment defined in Subsection (5) clearly states that “Any person who violates this section commits a felony of the second degree, punishable as provided in s. [775.082](#), s. [775.083](#), or s. [775.084](#). “

Now obviously, the key to punishment of this crime is that the public servant must have *“corrupt intent”*. Public servants in this instance are not just the folks working in the purchasing department. We are all stewards of the public’s funds. With good controls and knowledgeable-professional procurement staff behind the wheel, we can strive to be the driving forces in best interest of our agencies.

Happy 85th Birthday NAEP!

As the song goes, "Times, they are a changing", and we as an Association must change to better reflect the make up and character of the Members we serve. We've come from a **tactical** group from our origins, evolved into an **operational** group, and now, a more appropriate reflection into the future hinges on Higher Ed Procurement becoming even more of a **strategic partner** on our campuses. While we are in the business of procurement, we are becoming much more on our campuses. It is a small step in helping us to realize our mission and vision in service to the membership.

I didn't miss-spell NAEB—at our recent Winter Board of Directors meeting, the Board voted and unanimously approved to change the Associations name based on membership feedback from questions asked at the Fall Regional Meetings. There was a general consensus from the Membership to lose the word "Buyer" from our name in lieu of "Procurement". As such, effective January 1, 2006 and to kick off our 85th Anniversary year, the Association will be called, **The National Association of Educational Procurement**.

So, as I sign off for 2005 I send my very best wishes to all of my colleagues, the **NAEP** Members who are the real champions, giving so graciously of their time and talents to make the wheels of progress turn as efficiently and effectively as they do.

Best to you and yours for a happy, healthy and successful 2005 holiday season. Together we will welcome in a new and exciting 2006 for our profession and our association as NAEP.

Best Regards,

John S. Klopp, President, NAEP

HELPOUT YOUR BEST SUPPLIERS

You work closely with some of the best suppliers in the State of Florida. Why not help them do more business by inviting them to participate in our Trade Show to be held in Daytona Beach during our Annual Conference April 25th to the 28th. They will have the opportunity to share their products and pricing with over 200 Professional Purchasing Officers from around the State. Long term strategic alliances with great suppliers leads to better pricing for all of us! Please direct your best to the FAPPO website. They can download an application and submit with their check to be part of the Trade Show.



Florida Association of Public Purchasing Officers

39th Annual Conference & Trade Show
"Challenged to Succeed"
April 25- 28, 2006

Location: Plaza Resort and Spa
600 N. Atlantic Ave.
Daytona Beach, Florida 32118
Reservations: (386) 255-4471

- The room rate is \$95.00.
Your reservations should be made directly with the hotel.
The cutoff deadline is April 9, 2006.
When making your reservation, please specify that you are with FAPPO.
No refunds if cancelled after April 9, 2006.

Check all that apply:

- Early Registration Fee: \$250 if paid on or before February 14, 2006
Registration Fee: \$275 if received after February 14, 2006
One-Day Registration Fee: \$100 per day Tuesday Thursday Friday
First Timer

NO CONFERENCE REGISTRATION REFUNDS AFTER APRIL 9, 2006

Guest Fee: Tickets may be purchased separately for each event at Registration.

Lunch Ticket - \$20.00: Special Event Ticket - \$50.00: Banquet Ticket - \$50.00

Registration (Please type or print)

Name: Last Name First Name Nickname for Badge

Check (If Applicable): CPPO CPPB C.P.M. A.P.P. CPCM

Title:

Agency:

Address:

City: FL Zip+4:

Telephone: Fax:

E-Mail:

IMPORTANT: Please fill in form completely, and return with your check payable to: Florida Association of Public Purchasing Officers, Inc. or FAPPO, Inc.

In care of FAPPO's Treasurer:

Cheri Alexander, C.P.M., CPPB,

Sarasota Manatee Airport Authority, 6000 Airport Circle, Sarasota, FL 34243-2105

Office: (941)359-2770 x4246 Fax: (941) 359-5055

e-mail: cheria@srq-airport.com



**Florida Association of
Public Purchasing Officers**

39th Annual Conference & Trade Show
“Challenged to Succeed”
April 25- 28, 2006

TIME

SUBJECT / SPEAKER

MONDAY, APRIL 24, 2006

- 9:00 - 4:00.....Board of Directors Meeting
- 11:30 - Til?.....FAPPO Golf Tournament
- 5:00 - 6:30.....Early Registration
- 6:30 - 9:00.....Presidential Reception

TUESDAY, APRIL 25, 2006

- 7:30 - 8:30Registration
- 8:00 - 8:40.....First-Timers Orientation
- 8:45 - 10:30.....Opening Ceremonies/Breakfast
.....Keynote Speaker – Steve Morgan
.....“The Challenge of Effective Management”
- 10:30 - 11:45.....“Interviewing Techniques From Both Sides of the Table”
.....Nora Laudermilk, CPPB, City of West Palm Beach
- 10:30 - 11:45.....“Negotiation Strategies”
.....Louis Moore, CPPO, City of St. Petersburg
- 11:45 - 1:00.....Lunch (on your own)
- 1:00 - 2:25.....Updates
.....State of Florida: TBD
.....NIGP: Rick Grimm
.....NPI: Wayne Caspar
- 2:30 - 3:45.....“Behavior Magic Show”
.....Steve Morgan

39th Annual Conference & Trade Show

TUESDAY, APRIL 25, 2006

- 2:30 - 3:45.....“Why Do We Do What We Do?”
.....Angelo Salomone, CPPB, City of Coral Springs
- 2:30 - 3:45.....“Excellence in Public Procurement – The Application Process”
.....Wayne Caspar, C.P.M., NPI and City of Tucson
- 3:45 - 4:00.....Break
- 4:00 - 5:30.....“*True* Professionalism in the 21st Century”
Ken Hayslette, C.P.M., CPPO, CPCM
- 4:00 - 5:30.....“Coaching Through Communication – Enhancing Your
.....Performance”
.....Maria Pearson, Learning Solutions by MRP
- 6:30 - 10:30.....Special Event: Casino Night - Plaza Resort and Spa

WEDNESDAY, APRIL 26, 2006

- 10:00 - 3:00.....Trade Show – Daytona Beach Ocean Center
3:00 - 5:00.....Social Mixer

THURSDAY, APRIL 27, 2006

- 8:30 - 9:45.....“How to Choose a Consultant”
Fred Marks, CPPO, VCO
- 8:30 - 9:45.....“The Ethics of Purchasing”
Tony Reed, State of Maryland
- 9:45 - 10:00.....Break
- 10:00 - 11:30.....“Workplace Diversity”
Amos Roundtree, Miami-Dade County
- 10:00 - 11:30.....“Case Law”
Kirk Buffington, C.P.M., MBA, City of Fort Lauderdale
- 11:30 - 1:00.....Business Meeting (Lunch Provided)
- 1:15 - 2:45.....“Cooperative Purchasing Through GSA”
Presenter TBD

39th Annual Conference & Trade Show

THURSDAY, APRIL 27, 2006

- 1:15 - 2:45.....“Hurricane Roundtable”
Joe Pillitary, CPPO, CPPB, Escambia County
Richard Brannon, Okaloosa County
- 2:45 - 3:00.....Break
- 3:00 - 4:30.....“Construction Basics”
Rey Palma, CPPB, Osceola County
- 3:00 - 4:30.....TBD
Barbara Johnson, MPA, CPPO, CPPB, Columbus Regional
Airport Authority
- 3:00 - 4:30.....“Leadership Dynamics”
Warren Geltch, CPPO, C.P.M., Orange County
- 6:30 - 7:00.....Cocktail Reception (Cash Bar)
- 7:00 - 8:45.....Dinner/Awards Banquet
- 9:00 - Til?.....Entertainment

FRIDAY, APRIL 28, 2006

- 7:45 - 8:30.....Breakfast Buffet with Morning Session
- 8:30 - 9:45.....Round Table Discussion: Cities and Counties
Moderator: Dick Cummings, CPPO, Broward County
- 8:30 - 9:45.....Round Table Discussion: Schools/Special Districts
Co-Moderator: Mark Lindemann, Pinellas County Sch. Bd.
Co-Moderator: TBD
- 9:45 - 11:00.....“Sunshine Law”
.....Kirk Buffington, C.P.M., MBA, City of Fort Lauderdale
- 10:00 - 11:00.....“Tips For Contract Administration”
Keith Glatz, CPPO, City of Tamarac
- 11:00 - 12:00.....Closing General Session

******Important Announcement******

You can now download the Membership Directory at fappo.org. Click on Membership Information and then click on Membership Directory today!!!



NOMINATION FOR OFFICER

A candidate for office must be a Regular member, in good standing, for a minimum of three (3) consecutive years. A candidate for office must hold a professional procurement, contract administration, or materials management certification from a universally recognized professional association at the time of election to any office, and must retain said certification for the duration of any and all terms of office. A candidate for office must have at least an Associates Degree from an accredited college or university at the time of their election to office. Candidate must have their entity's support as evidenced by a letter from their supervisor included with the nomination form. You may nominate yourself or have someone nominate you!

Name: _____

Entity: _____

Address: _____ City: _____ Zip: _____

Phone: _____ Fax: _____ E-Mail: _____

Number of Years with Entity: _____ Number of Years FAPPO member: _____

List the committees he/she has served on: Attach additional sheets and documentation as necessary.

Year	Committee	Year	Committee
_____	_____	_____	_____
_____	_____	_____	_____

Describe the professional accomplishments of member:

He/she has attained the following professional purchasing certification(s):

___ CPPO ___ CPPB ___ C.P.M. ___ A.P.P. ___ CPCM ___ CACM

Has a minimum of an Associates Degree from an accredited college or university at the time of election.
___ Yes ___ No

He/she has been asked if they are interested in serving as an Officer, and replied: ___ Yes ___ No

Submitted By: _____ Date: _____

Candidate must have the support of their entity and a letter from their supervisor must be presented at the time of nomination submission.

Mail nomination form to: David Nash, CPPO, CPPB, 949 NW 38th St., Ft. Lauderdale, FL 33309
Phone: (954) 828-7816 Fax: (954) 828-7897 E-Mail: dnash@fortlauderdale.gov

Get Involved! It's So Rewarding



**Florida Association of
Public Purchasing Officers**

*JUNE 1, 2005 - MAY 31, 2006
Membership Application / Dues Invoice*

Please type or print

Name: _____
Last First M.I.

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 Institutional Membership / Entity Check
 New Member Personal Membership / Personal Check

Regular or Associate Member: \$ 30^{.00}
 Late Fee (after Sept. 1*): \$ 10^{.00}

** Late Fees do not pertain to New Members*

Dues paid by Check #: _____ _____

Membership Directory on CD Membership Directory in Hard Copy
Your annual copy of the Membership Directory will be available in December from the FAPPO website as downloadable PDF files, unless you mark a box (above) for a CD or a hard copy version.

**For information, contact the Membership Directory Chairman:
Wendy Geltch, C.P.M., CPPO / 863-297-1083 / wgeltch@polk.edu**

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

Please fill in this form completely, and return with your check (**no credit cards**) payable to ...

Florida Association of Public Purchasing Officers, Inc. **or FAPPO, Inc. to:**

Cheri Alexander, C.P.M., CPPB
Sarasota Manatee Airport Authority
6000 Airport Circle
Sarasota, FL 34243-2105

FAPPO COMMITTEE MEMBERS FOR 2005-2006

Advertising/Sponsorship Committee	Barbara Kuhl (Chair) Cheryl Olson Jeaniene Jennings Pam Thompson (Chair) Mark Raiford
Banquet Committee	Rhonda Scott (Chair) Nora Laudermilk (Chair) Laurie Victory (Chair) Marian Howe Janet Sheehan Keith Glatz (Chair) Joe Pillitary Rhonda Scott
By Laws Committee	Alan Weaver (Program)
Credit Card Committee	Jeaniene Jennings
Education Committee	John Klatt (Chair) Dick Cummings Conrad Ailstock Ray Hooper
Entity Awards	Linda Romine (Chair) Pam Thompson (Chair) Alan Weaver (Chair) Ray deLugo Jr. Wendy Geltch Tammy Roberts Lisa Spillman Kirk Buffington
Fall Workshop Committee	Wendy Geltch (Chair)
Fall Workshop Reception	Rey Palma (Chair)
Finance Committee	Sandra Brady David Nash (Chair) Bobbie Marsala Cheryl Olson Dick Cummings Alan Weaver Baron Greenwade Jeaniene Jennings David Nash (Chair) Walter Pryor (Chair) Ray deLugo Jr. Bobbi Palmer (Chair) Tom Sims
First Timers Committee	Bobbie Marsala (Chair)
Food Service Committee	Linda Smith (Chair)
Golf Tournament Committee	Ranae Smith Joel Mariani Rhonda Scott (Chair)
Historian	
Hospitality Committee	
Legislative Affairs	
Membership Directory	
Membership Recruitment	
Nominating Committee	
NPI Awards Committee	
Parliamentarian	
Past President	
Photography	
President's Reception	
Program Committee Annual Conference	
Resolutions/Awards Committee	
Sergeant at Arms	
Special Events Committee	
State Procurement Liaison	
Trade Show Committee	
Web Site	

FAPPO OFFICERS, 2005-2006

President

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Vice President

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Visit our website! www.fappo.org

Florida Association of Public Purchasing Officers

C/O Childrens Home Society
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Winter Park, FL 32792

To a Member of a Great Association