



Florida Association of Public Purchasing Officers

JUNE 2005

Message From the Outgoing President

Fellow Members,

I want to personally express my appreciation and gratitude to all that were able to attend the 2005 conference and to those who stayed behind making it possible for your co-workers to attend. The conference happened as planned, the speakers were great, the events, classes, speakers, and food were exceptional – and of course, Murphy and his law was alive and well, and only due to the hard working and fast thinking of the conference committee members, Murphy did not succeed. I trust that you not only had fun, but that you had fun learning and were able to take back the excitement and momentum of your experiences to your agency and co-workers. The numbers: we had a total of 280 registrations for the week, with an average daily attendance of approximately 240 attendees; 41 first time attendees, 7 VIPs, and 17 instructors.

It takes about 40 people to make up the various committees that take care of the needs of this association over the course of a year. When you see a committee member at one of the conferences, please take the time to stop and say thank you. It's for all of you and your benefit that these people volunteer and get involved. These people volunteer their time and energy to make FAPPO the success that it is year in and year out. I challenge each of you to get involved with the leadership and take an active role in the future of your association!

Personally, I made nothing but wonderful memories that will stay with me for the rest of my life. Thursday evening, sitting in the hospitality suite, around 2:00 am in the morning, it sank in that the week was near its end that one of my best friends and colleagues, Russ Wetherington, would soon take the helm of the association. Russ has already started working on next year's conference and association business. For anyone who does not know Russ already, Russ is a tireless and dedicated individual, and based on my first-hand account, must get very little sleep. I would speak with him late at night and he would be emailing and talking to Ranae about the trade show at 5:00 am the next morning!

The trade show was a tremendous success and we received positive feedback from all of the vendors. The Smith sisters (Ranae and Linda – actually no relation) did an outstanding job with the trade show, the jungle game, and the social mixer. A drawing was held on Friday for the jungle game. Congratulations to Cindy Bryan with Kissimmee Utility Authority who won the \$1,500 cruise.

There are so many people to thank, just to name a few – Russ Wetherington, David Nash, Cheri Alexander, Bobbye Marsala, Kirk Buffington, Barb Carter, Mike Clapsaddle, Dick Cummings, Ray De Lugo, Debi Edwards, Darci Garbacz, Wendy Geltch, Jacquie Gibbs, Baron Greenwade, Bernie Hitchins, Marian Howe, Nora Laudermilk, Rhonda Ledford, Joe Pillitary, Cheryl Olson Karen Padgett, Walter Pryor, Leigh Rion, Linda Romine, Janet Sheehan, Linda Smith, Ranae Smith, Debbie Stratton, Sharon Swan, Laurie Victory, and Malcolm Wilson. If I forgot anyone, please accept my apology.

Congratulations to Nora Laudermilk, CPPB, on being awarded the George H. Wolf Distinguished Service Award for 2005. Nora given and continues to give to this association on a daily basis. If there is a first lady of FAPPO, Nora has to be it. Also, a hearty congratulations to Rhonda Ledford, C.P.M., CPPO, in recognition of her being awarded the Distinguished Volunteer Award. Rhonda is always willing to help and provide assistance whenever asked. Her giving and willingness to serve is a genuine expression of her persona and she does not know when to quit. Nora and Rhonda are two individuals that I am honored to know and I privileged to have been in a position to recognize their talent and contribution to this association. They set the standard for giving and accomplishment in the purchasing profession and this association.

Thank you for allowing me the honor and privilege to have served as your president. During the course of the week, someone stopped me and said, "Alan, you have made all of us feel warm and welcome and a part of what is going on this week." It has always been my desire to make everyone feel that they are a part of this association, and their attendance and support at all FAPPO events is important and needed. I will always treasure the time spent representing each of you, as well as the opportunity that you gave me.

Warmest personal regards,

Alan E. Weaver,

FAPPO President 2004-05

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Incoming President's Message
Russ Wetherington, CPPB, CPCM

Dear Members,

It is an extreme honor and pleasure to be the President of FAPPO for 2005-2006. I am excited and thankful for all the people who volunteer their time and energy in serving on committees to help this association. Working together we can make FAPPO one of the strongest, if not the strongest purchasing association in the country. There are many things we can accomplish by working together. As your President, my goal will be to concentrate on the following areas:

- Creating two (2) At-Large Board of Directors seats to serve as voting members on the Board of Directors
- Establish two (2) new awards Manager of the Year and Buyer of the Year awards, which will be awarded this year.
- Explore the avenue of expanding the use of Advertising and Sponsorships with the Newsletter and Membership Directory and other areas.

The Manager and Buyer of the Year criteria and the educational classes planned for this year are enclosed in this newsletter and are posted on the web site. Calendar year 2005 will be the first submission for the Manager and Buyer of the year awards and are due on March 1, 2006. Your Professional Development Chair for 2005-06 is Laurie Victory and she can be reached at lvictory@cityftmyers.com, I encourage you to contact Laurie to volunteer to be a site coordinator for an upcoming seminar in your area. Remember the class registration fee for the site coordinator, or someone else in your agency will be waived for that class.

The Fall Workshop is scheduled for October 27-28, 2005 in Daytona Beach at the Plaza Resort and Spa. I have planned for a full day of workshops and training on Thursday, October 27, and will have the update from the State of Florida on Friday, October 28, The Annual Conference and Trade Show are scheduled for April 25-28, 2006 in Daytona Beach at the Plaza Resort and Spa. The room rate will be \$95 /night for both the Fall Workshop and Annual Conference.

A special thank you goes out to the outgoing Board and Committee members for 2004-05, without you this association would be just another association, but because of you we are one of the best purchasing associations in the country.

A very special Thank You goes to the outgoing President and to someone I can call my friend, Mr. Alan Weaver, he has hung in there through the thick and thin of running a large association. Thanks for doing a great job and many thanks for my small presidents plaque.

Please feel free to contact me at any time with your suggestions or comments.

Russ Wetherington, CPPB, CPCM
FAPPO President, 2005-06

“Never try to defend your present position and situation. Choose to be a person who is on the offensive, not the defensive.”

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New Members April & May 2005

Tonya T. De Saussure, City of Titusville	Wynne Greene, City of Titusville
Angela Hood, City of Titusville	Glen E. McCutcheon, School Board of St. Johns County
Cheri Olavarria, Children's Services Council	Debbie Canada, Daytona Beach Community College
Maria Carballeira, Miami-Dade County	Nancy Carolan, City of Sarasota
Charlie Graves, School Board of Volusia Co.	Wendy Stanley, School Board of Pasco County

WELCOME !

NEW CERTIFICATIONS

The following members have recently passed the CPPB examination:

**Elaine Atwood – Florida Department of Corrections
James Clawson – Bay County Board of Commissioners
Darryl Kight – Alachua County Board of Commissioners
Ginger Letellier – Pinellas Suncoast Transit Authority
Carol Miller – St. Johns River Water Mgmt. District
Elaine Rovner – Palm Beach County
Steven Updike - Florida Department of Revenue
John Wight – Lake County**

The following member has recently passed the CPPO examination:

John Kunzman – Broward County Board of Commissioners

CONGRATULATIONS TO ALL

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FAPPO Elects New Officer

At the recent Annual Conference, Denise Schneider, was elected to the office of Secretary during the Business Meeting. Congratulations go out to her as well as best wishes for a successful tenure in office!

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Message from the Pro-D

Well here it is Hurricane Season again, but lets not let this distract us from our educational needs. There are new classes being scheduled for July 2005 through May of 2006. Please look at your schedules and plan ahead!

As all of us, your budgets may be tight again this year so please entertain the idea of facilitating a class in your area. Remember if you facilitate a class your registration fee is covered by FAPPO.

I am still looking for facilitators, so please contact me as soon as possible if your agency is interested.

Professional Development Chair:
Laurie Victory, CPPB
Purchasing Manager
City of Fort Myers
lvictory@cityftmyers.com
Phone: 239-332-6625

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Florida Association of Public Purchasing Officers

PROFESSIONAL DEVELOPMENT REGISTRATION FORM

Check Desired Course(s)	Instructor	Title	Location	Dates	Cost
	Fred Marks	Sourcing in the Public Sector	St. Augustine, FL	July 18-20, 2005 8:00 AM-5:00 PM	M \$250.00 N \$470.00
	TBD	Intro to Public Procurement	Ft. Myers, FL	Aug 22-24, 2005 8:00 AM-5:00 PM	M \$250.00 N \$470.00
	TBD	Planning, Scheduling and Requirement Analysis	TBD	Sept 22-23, 2005 8:00 AM-5:00 PM	TBD
	TBD	Developing & Managing RFP's	Sarasota, FL	Oct 5-7, 2005 8:00 AM-5:00 PM	M \$250.00 N \$470.00
	TBD	Get What You Need Through Successful Negotiation Strategies	TBD	Nov 17-18, 2005 8:00 AM-5:00 PM	TBD
	TBD	Customer Service: Key to Success in Procurement	TBD	Jan 19-20, 2006 8:00 AM-5:00 PM	M \$225.00 N \$330.00
	TBD	Contracts Administration	TBD	Feb 13-15, 2006 8:00 AM-5:00 PM	TBD
	TBD	Legal Aspects Of Purchasing	Ft Myers, FL	March 8-10, 2006 8:00 AM-5:00 PM	TBD
	TBD	Creating Performance Based RFP's	TBD	April 7-8, 2006 8:00 AM-5:00 PM	TBD
	TBD	Sourcing in the Public Sector	TBD	May 25-26, 2005 8:00 AM-5:00 PM	TBD

Please circle one:

M -- Member

N – Non-Member

Name: _____

Entity: _____

Address: _____

City: _____, FL Zip _____

Telephone: (_____) _____ Facsimile: (_____) _____

Payment arrangements must be made in advance.

Make checks payable to: Florida Association of Public Purchasing Officers, Inc.

Tax I.D. Number 59-2615678

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

Laurie Victory, CPPB
Purchasing Manager
City of Ft. Myers
Post Office Box 2443
Ft. Myers, Florida 33902-2443
FAX: (239) 332-0593
e-mail: lvictory@cityftmyers.com

FLORIDA ASSOCIATION OF PUBLIC PURCHASING OFFICERS, INC.

NOTE: ***

Further information on actual seminar locations, site coordinators and hotel information will be provided at least 6 – 8 weeks prior to the date of the seminar.

TRADE SHOW UPDATE by RANAE SMITH



Congratulations to the following winners at the Trade Show Safari Hunt!!

CINDY BRYAN, Kissimmee Utility Authority won a 4-day, 3-night GRAND PRIZE cruise of her choice!

BRUCE LAMPMAN, C.P.M., Greater Orlando Aviation Authority won a free registration to next year's Annual Conference and Trade Show in Daytona!

I would like to express my appreciation to all those who attended the Trade Show this year! Our vendors really appreciated the great turnout and look forward to seeing everyone again next year.

My special and heartfelt thanks to the entire Trade Show Committee: (Co-chair) Linda Smith, Bobbi Palmer, Katie Conner, Malcolm Wilson, Patrick Sherbak.

Recent By-Laws Changes

Please see the By-Laws changes which were approved by the membership during the business meeting at the recent Annual Conference in Jacksonville on your website www.fappo.org.

FLORIDA ASSOCIATION OF PUBLIC PURCHASING OFFICERS (FAPPO)
2005 ENTITY AWARDS

The Excellence in Public Procurement and Best Practices Awards Program was established to recognize agencies that meet/exceed benchmarks and best practices in the Procurement Profession. At this time, I would like to thank my Committee Members who assisted with the Entity Awards Program this past year: Rhonda Ledford, C.P.M., CPPO (Orange County Public Schools), Joe Pillitary, Jr., CPPO, CPPB (Escambia County) and Barb Carter, CPPB (Osceola County). Each year your Entity Awards Committee reviews the program and revises the application's criteria to ensure that it reflects the current benchmarks and best practices and encourages our members to keep improving within their organizations/agencies. This year we presented 16 awards to the agencies listed below. I encourage you to review the application, best practices submittals and apply next year.

Congratulations to our winners!

Sincerely,
Cheryl L. Olson, C.P.M., CPM
Entity Awards Committee Chair

2005 FAPPO AWARD OF EXCELLENCE IN PUBLIC PROCUREMENT:

Osceola County Procurement Services Office
Escambia County Office of Purchasing
City of Miami Purchasing Department
South Florida Regional Transportation Authority
Broward County Board of Commissioners Purchasing Division
City of Port St. Lucie Office of Management and Budget
City of Hollywood, Florida Division of Procurement Services
School District of Volusia County Purchasing and Warehousing Services
Orange County Board of County Commissioners
St. Johns River Water Management District
School District of Palm Beach County, Purchasing Department
Seminole County Purchasing and Contracts Division
County of Volusia Purchasing and Contracts Division

2005 FAPPO BEST PRACTICE IN PUBLIC PROCUREMENT

St. Johns River Water Management District – Implementation of a New Web-Based
“Procurement Bulletin Board”

Seminole County Purchasing and Contracts Division - Streamlining the Work Order Process

3School District of Volusia County Purchasing and Warehousing Services – Development of Principal's
Handbook for Opening a New School

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FAPPO GOLF CLASSIC

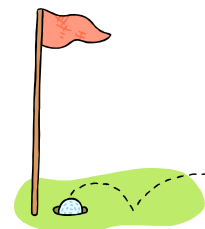
Approximately 44 Players got "teed-off" at the FAPPO Golf Classic held on Monday, May 2nd, at World Golf Village, The Slammer and Squire in St. Augustine, home of the Golf Hall of Fame and Bill Murray's Caddy Shack Restaurant.

A scramble format was used and the team of Ray de Lugo, Jr., Jacksonville Housing Authority, Raymond de Lugo, Sr., Michael de Lugo, and Steven de Lugo, scored to win the first place cash prize.

Second Place Team of Sam Browning, Ann Meuse, Jeff Elledge, and John Rovedo along with the Third Place Team of Chip Wells, Kevin Godwin, Andy Goethe, and Fred McKinney also received cash prizes. Bob Weisback Jacksonville Housing Authority won both Closest to the pin contests, and Steven Fischer, Jacksonville Housing Authority won the door prize (digital camera)!! Additional prizes were provided from a host of vendors including Beau-Geste Enterprises, Office Depot, Pro-Gifts, HP, Staples, and Interlink.

By all accounts it was quite a day for all, Chairman Pat Sherback stated FAPPO members, family, guests, and vendors enjoyed the buffet lunch at the club restaurant. Great game and Congratulations to all sponsors and participants for a fine event.

See you at next year's event, to be hosted at the LPGA near Daytona Beach!



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In recent years, the Florida Association of Public Purchasing Officers, Inc., has supported recognition opportunities for its members' agencies. It has co-sponsored the National Institute of Purchasing's Achievement of Excellence in Procurement Award and fostered its own Entity Awards Program. Now FAPPO is moving into the area of individual recognition by offering Buyer and Manager of the Year Awards. This new program will recognize those individuals who have contributed mightily to the success of their agencies, their profession and themselves. Take a moment to review the criteria listed below and submit your application. Or use the items described as a means of charting your own development as a professional in the field of procurement.

How to Apply

Only regular active members in good standing are eligible to apply for the FAPPO, Buyer and Manager of the Year awards. The award application and supporting documentation must be presented in one file folder in an electronic format such as Adobe versions 3 or 4, Microsoft Word, or Word Perfect. The file folder entry must be submitted to the FAPPO President either electronically via e-mail, or by regular mail on a floppy disc or CD. Printed award submissions are not permissible. Award nomination form is due on or before March 1, for the previous calendar year.

Directions For Completing The Award Entry Form

For each qualifying activity engaged in during the period, please put a check mark ✓ or an ✕ in the space provided and provide the supporting documentation for that activity. **Do not enter points**, as the FAPPO Evaluation Committee will evaluate each award entry and determine the points allowed.

Supporting Documentation*

The supporting documentation must reflect activity for the period of January 1 to December 31, calendar year prior to award submission. The date of the activity and the applicant's name must be evident on the supporting documentation and must be received by FAPPO on or before the published deadline for submissions.

The supporting documentation provided must cover **ONLY** those activities that occurred in the award period being judged. Please keep supporting documentation to a minimum. Do not include copious supplementary documents as supporting documentation for one activity (e.g. flyers, letters, memos, newsletters, complete manuals, programs booklets, etc.) when one supporting document will suffice. Streaming video, SoundBits or photographs are not acceptable supporting documentation.

Selection Process

The following criteria will be used to nominate the Buyer and Manager of the Year Award. Using this criteria; a team of procurement professionals who comprise the FAPPO Evaluation Committee will evaluate each award entry and determine the winners. In some instances, point allowance will be based on some subjective reasoning. Please note that an award applied for unopposed does not guarantee an award. Any award document files submitted will remain with FAPPO so please retain a copy for your files. FAPPO will provide each Buyer or Manager of the Year Award applicant with comments on their award entry, including the final score as determined by the FAPPO Evaluation Committee. The names of the award recipients will be held in confidence until the official announcement at the Annual FAPPO Conference and Trade Show Banquet night.

ENTRY REQUIREMENTS FOR BUYER AND MANAGER OF THE YEAR AWARD

The purpose of this award is to recognize the individual candidate who has made significant contributions to the advancement of purchasing and professional development demonstrated by the criteria outlined in the Professional Buyer and Manager of the Year Award Entry Form.

There are four areas in which points may be garnered:

1. Contributions to the Public Purchasing Profession
2. Contributions to Professional Development and Professional Certification
3. Contributions to the entity where employed
4. Contributions to FAPPO

BUYER OF THE YEAR AWARD

Candidates for the Buyer of the Year award may be nominated by themselves, their entity, or other individuals. The nominee must be actively employed in public procurement. The definition of Buyer is limited to those professional public buyers who have little or no supervisory, management responsibilities in the organization. The Buyer function as defined by the UPPCC: involves the process of determining the customer requirements, reviewing specifications or requirements, developing and issuing bids, evaluating offers and selecting the vendor, arriving at fair and reasonable price and terms, preparing the contract or purchase order, vendor relations, following up to ensure timely delivery, and contract administration provisions. Personnel involved in one or more facets of the procurement cycle shall also be eligible, such as managers of contracts; warehouse personnel, including storekeepers, stocking personnel, and property accountability personnel; contract oversight personnel such as engineers; and MBE/WBE outreach personnel. Buyers must have performed the activity themselves or have had primary responsibility for performing the activity as a member of a team. The supporting documentation can reflect activity of the previous calendar year (January 1 to December 31) and must be received by FAPPO on or before March 1 each year to meet the submission deadline. An individual may receive this award no more than once every 5 years.

MANAGER OF THE YEAR AWARD

Candidates for the Manager of the Year award may be nominated by themselves, their entity, or other individuals. The nominee must be actively employed in public procurement. The definition of Manager is limited to those public professionals who have supervisory, management responsibilities in the organization. Public Procurement Manager functions must include responsibility for overall procurement/material management activities in a specific governmental entity to include the supervision of procurement personnel and/or the display of executive abilities involving economic/financial, technical, statistical, legal and administrative attributes. Management positions may be totally dedicated to the procurement function, or shared with other responsibilities. The supporting documentation can reflect activity of the previous calendar year (January 1 to December 31) and must be received by FAPPO on or before March 1 each year to meet the submission deadline. An individual may receive this award no more than once every 5 years.

BUYER OF THE YEAR AWARD ENTRY FORM

Name: _____

Entity: _____

City: _____ State: _____

Supervisor: _____

Directions for completing the criteria form: For each activity that was engaged in during the past year please indicate by putting a check mark ✓ or an ✘ in the space provided indicating that supporting documentation for the activity is included. **Do not enter points**, the FAPPO Evaluation Committee will evaluate each award entry and determine the points appropriate for each entry.

I. CONTRIBUTIONS TO THE PUBLIC PROCUREMENT PROFESSION – (25 POINT POTENTIAL)

- The candidate has made significant contributions to the advancement of the procurement profession as demonstrated by:
 - A. _____ Initiating innovative concepts in public purchasing that will lead to “Excellence in Public Procurement” (0-6 points)
 - B. _____ Publishing articles on purchasing or purchasing related topics in professional publications, local Chapter newsletter, Chapter Networker or other purchasing related publications (0-5 points)
 - C. _____ Serving as a member of a working group, board, committee or task force on procurement related subjects (0-4 points)
 - D. _____ Serving as a principal presenter or facilitator at an FAPPO conference or meeting. (0-5 points)
 - E. _____ Serving as a principal speaker for a public procurement association/group conference/meeting and/or listed on NIGP or other organization’s Speakers Bureau (0-5 points)

II. CONTRIBUTIONS TO PROFESSIONAL DEVELOPMENT AND PROFESSIONAL CERTIFICATION-(25 POINT POTENTIAL)

- The candidate has made significant contributions to professional development as demonstrated by:
 - A. _____ Writing course/text material for procurement related training seminars (0-4 points)
 - B. _____ Writing course materials for other training seminars/workshops (0-3 points)
 - C. _____ Publishing works related to the profession (1 point)
 - D. _____ Attended NIGP/APM training courses to obtain a certification (0-3 points)

- E. _____ Serving as an instructor for a NIGP Chapter training session or FAPPO Training (0-3 points)
- F. _____ Serving as an instructor for procurement related college course (0-3 points)
- G. _____ Holds a CPPO, CPPB, C.P.M., CPCM or CACM designation (0-5 points)
- H. _____ Other professional certifications (1 point)
- I. _____ Serving as an instructor for a CPPO or CPPB certification review sessions (0-2 points)
- J. _____ Other, please specify (1 point per activity) (0- 2 points)

III. CONTRIBUTIONS TO THE ENTITY HE OR SHE SERVES-(25 POINT POTENTIAL)

- The candidate has made significant contributions to the governmental entity served as demonstrated by:
 - A. _____ Instrumental in saving dollars or time from procurement related purchases, which increased the efficiency and effectiveness of their agency and/or end users (1 point per purchase savings) (0-5 points)
 - B. _____ Serving on a committee or task force involved in developing, implementing, or revising new procurement procedures (1 point per interest group activity) (0-3 points)
 - C. _____ Serving on a governmental group, civic organization, or association other than procurement, such as a Mayor's Committee on Safety, Government Employees Credit Union, United Way, Diversity, Employee Recognition Committee, etc. (0-2 points)
 - D. _____ Developing or directing the development or revision of SOP's or manual for procurement personnel, users, or vendors (2 points)
 - E. _____ Service award recipient or recognition nominee, from your entity (non-FAPPO related award), please specify (0-2 points per award)

IV. CONTRIBUTIONS TO FAPPO-(25 POINT POTENTIAL)

- The candidate has made significant contributions to FAPPO as demonstrated by:
 - A. _____ Serving as a FAPPO Committee Chairperson (0-3 points)
 - B. _____ Serving as a FAPPO Committee member (0-3 points)
 - C. _____ Serving as a FAPPO Officer (0-3 points)
 - D. _____ Serving as a special assignment volunteer (0-2 points)
 - E. _____ Serving as a Site Coordinator for a FAPPO sponsored training class, (0-3 points)
 - F. _____ Developing a special survey, study, or report for FAPPO (0-2 points)
 - G. _____ Other FAPPO volunteer related activity, please specify (0-1 point per activity, 5 points max)

FAPPO BUYER OF THE YEAR AWARD DIRECTIVES FOR POINT ALLOWANCE

I. CONTRIBUTIONS TO THE PUBLIC PROCUREMENT PROFESSION - 25 POINT POTENTIAL

- The candidate has made significant contributions to the advancement of procurement as demonstrated by:
 - A. Provide supporting documentation and brief description of innovative concept(s).
 - B. Provide supporting articles, publication or newsletter as documentation.
 - C. Provide supporting documentation.
 - D. Provide supporting documentation.
 - E. Provide supporting documentation.

II. CONTRIBUTIONS TO PROFESSIONAL DEVELOPMENT AND PROFESSIONAL CERTIFICATION-25 POINT POTENTIAL

- The candidate has made significant contributions to professional development as demonstrated by:
 - A. Provide supporting documentation for course work.
 - B. Provide supporting documentation for course materials.
 - C. Provide supporting published data documentation.
 - D. Provide supporting documentation of instructor status (copy of letter of agreement will suffice).
 - E. Provide supporting documentation.
 - F. Provide supporting documentation.
 - G. Provide supporting documentation.
 - H. Provide supporting documentation of certification (copy of letter or certificate will suffice).
 - I. Provide supporting documentation (copy of letter or certificate will suffice).
 - J. Provide supporting documentation if applicable.

III. CONTRIBUTIONS TO THE ENTITY HE OR SHE SERVES-25 POINT POTENTIAL

- The candidate has made significant contributions to the governmental entity served as demonstrated by:
 - A. Provide supporting policy/practice documentation.
 - B. Provide supporting committee or committee equivalent documentation.
 - C. Provide supporting documentation.
 - D. Provide supporting documentation.
 - E. Provide supporting documentation if applicable.

IV. CONTRIBUTIONS TO FAPPO-25 POINT POTENTIAL

- The candidate has made significant contributions to FAPPO as demonstrated by:

- A. Provide supporting committee documentation.
- B. Provide supporting documentation of position.
- C. Provide supporting documentation.
- D. Provide supporting study, survey and/or report documentation.
- E. Provide supporting documentation.

MANAGER OF THE YEAR ENTRY FORM

Name: _____

Entity: _____

City: _____ State: _____

NIGP Chapter Affiliation: _____

Directions for completing the criteria form: For each activity that you engaged in during the past year please indicate by putting a check mark ✓ or an ✗ in the space provided indicating that supporting documentation for the activity is included. **Do not enter points**, the FAPPO Evaluation Committee will evaluate each award entry and determine the points appropriate for each entry.

I. CONTRIBUTIONS TO THE PUBLIC PROCUREMENT PROFESSION-25 POINT POTENTIAL

- The candidate has made significant contributions to the advancement of procurement as demonstrated by:
 - A. _____ Initiating innovative concepts in public procurement that will lead to “Excellence in Public Procurement” (0-6 points)
 - B. _____ Publishing articles/advertisements on procurement in professional publications, Chapter newsletter or other professional publications or web page (0-3 points)
 - C. _____ Serving as a member of a special task force on procurement related subject (0-3 points)
 - D. _____ Serving as the principal presenter at an FAPPO conference or meeting (0-3 points)
 - E. _____ Serving as a principal speaker or facilitator at a professional purchasing association conference or meeting (0-5 points)

II. CONTRIBUTIONS TO PROFESSIONAL DEVELOPMENT AND PROFESSIONAL CERTIFICATION-(25 POINT POTENTIAL)

- The candidate has made significant contributions to professional development as demonstrated by:
 - A. _____ Writing course material for training seminars (0-4 points)
 - B. _____ Serving as a NIGP Certified instructor (0-2 points)

- C. _____ Serving as an instructor for CPPB or CPPO certification review sessions (0-2 points)
- D. _____ Serving as an instructor for a FAPPO training seminar (0-3 points)
- E. _____ Serving as an instructor for procurement related college courses (0-3 points)
- F. _____ Holding the CPPO or CPPB designation (0-2 points)
- G. _____ Other professional certifications (0-1 point)
- H. _____ Other activity, please specify (0-3 points)

III. CONTRIBUTIONS TO THE ENTITY HE OR SHE SERVES-(25 POINT POTENTIAL)

- The candidate has made significant contributions to the governmental entity served as demonstrated by:
 - A. _____ Enacted policies or practices that have enhanced the efficiency and effectiveness of their agency and/or end users (0-4 points)
 - B. _____ Serving on a committee or task force involved in developing, implementing, or revising new procurement procedures (0-3 points)
 - C. _____ Develop, recommend, implement, review, and manage a budget (0-3 points)
 - D. _____ Developing or directing the development or revision of a manual for procurement personnel, users, or vendors (0-2 points)
 - E. _____ Recruit, provide job training for, supervise, evaluate, counsel, coach, discipline, retain, and terminate staff (0-2 points)
 - F. _____ Service award recipient or recognition nominee from your entity, (non-FAPPO related award), please specify (0-2 points per award)

IV. CONTRIBUTIONS TO FAPPO-25 POINT POTENTIAL

- The candidate has made significant contributions to the Chapter as demonstrated by:
 - A. _____ Serving as a FAPPO committee chairperson (0-2 points)
 - B. _____ Serving on a FAPPO Committee (0-2 points)
 - C. _____ Serving as a FAPPO Officer (0-3 points)
 - D. _____ Coordinates training programs for FAPPO sponsored courses or other purchasing association (0-3 points)
 - E. _____ Coordinates purchasing related meetings, conferences or special events for FAPPO (0-3 points)
 - F. _____ Responsible for developing a special survey, study, or report for FAPPO (0-3 points)
 - G. _____ Other FAPPO volunteer related activity, please specify (0-3 points)

MANAGER OF THE YEAR AWARD

DIRECTIVES FOR POINT ALLOWANCE

I. CONTRIBUTIONS TO THE PUBLIC PROCUREMENT PROFESSION-(25 POINT POTENTIAL)

- The candidate has made significant contributions to the advancement of procurement as demonstrated by:
 - A. Provide supporting documentation.
 - B. Provide copies of published articles, publications, etc.
 - C. Provide supporting documentation.
 - D. Provide supporting documentation.
 - E. Provide supporting documentation.

II. CONTRIBUTIONS TO PROFESSIONAL DEVELOPMENT AND PROFESSIONAL CERTIFICATION-(25 POINT POTENTIAL)

- The candidate has made significant contributions to professional development as demonstrated by:
 - A. Provide supporting documentation for course work.
 - B. Provide supporting documentation for course material.
 - C. Provide supporting published data documentation.
 - D. Provide supporting documentation of instructor status (copy of letter of agreement will suffice)
 - E. Provide supporting documentation
 - F. Provide supporting documentation
 - G. Provide supporting documentation.
 - H. Provide supporting documentation or evidence of certification.

III. CONTRIBUTIONS TO THE ENTITY HE OR SHE SERVES-(25 POINT POTENTIAL)

- The candidate has made significant contributions to the governmental entity served as demonstrated by:
 - A. Provide supporting documentation for each enacted policies or practices.
 - B. Provide supporting documentation for each committee or task force.
 - C. Provide supporting documentation, evidence of budget management.
 - D. Provide supporting documentation.
 - E. Provide supporting documentation.

F. Provide supporting documentation.

IV. CONTRIBUTIONS TO FAPPO-20 POINT POTENTIAL

- The candidate has made significant contributions to the FAPPO as demonstrated by:
 - A. Provide supporting documentation.
 - B. Provide supporting documentation for each activity.
 - C. Provide evidence of position.
 - D. Provide supporting documentation for each training/activity coordinated.
 - E. Provide supporting documentation for each survey, study, or report.
 - F. Provide supporting documentation for each volunteer related activity.

We want to hear from you. Please address your FAPPO Buyer/Manager Awards Program Suggestions, Questions or Comments to the President at fappo.org or contact the President of FAPPO.

Feedback - It really does make a difference!

COMMENTS:

FAPPO COMMITTEES FOR 2005-2006

OFFICERS

President
Vice-President
Treasurer
Secretary
Past President

Russ Wetherington
David Nash
Cheri Alexander
Denise Schneider
Alan Weaver

COMMITTEES

Advertising/Sponsorship Committee

Awards

Entity Awards

NPI Awards(AEP)

Resolutions/Awards

By Laws Committee

Credit Card Committee

Education Committee

Professional Development (Chair)

Seminar Coordinator

College Education & Scholarships

Instructor Training Coordinator

Finance Committee

First Timers Committee

Historian

Legislative Affairs

Membership Committee Chair

Membership Committee

Membership Directory

Nominating Committee Chair

Parliamentarian

MEMBERS

Barbara Kuhl
Jeaniene Jennings
Cheryl Olson

Rhonda Ledford

Keith Glatz

Joe Pillitary

Cheryl Olson (2009)

Bobbye Marsala (2008)

Walter Pryor

Rhonda Ledford (Chair)

Nora Laudermilk(Chair)

Laurie Victory

Janet Sheehan

Marian Howe

John Klatt

Ray Hooper

Conrad Ailstock

Linda Romine

Wendy Geltch

Kirk Buffington

Rey Palma

Sandra Brady

Wendy Geltch

David Nash

Glenn (Dick) Cummings

Photography	Baron Greenwade
President's Advisors	Alan Weaver Bobbie Marsala Cheryl Olson Janet Sheehan Kirk Buffington Nora Laudermilk Rhonda Ledford
Sergeant of Arms	Ray de Lugo
State Procurement (DMS) Liaison	Bobbie Marsala
Web Site Chair	Rhonda Ledford
Fall Workshop	
Food Services Committee	Pam Thompson
President's Reception Chair	Jeaniene Jennings
Program Chair	Alan Weaver
Annual Conference	
Banquet/Entertainment Committee	Mark Raiford/Pam Thompson
Food Services Committee	Pam Thompson
Golf Tournament Committee	Alan Weaver/ Ray de Lugo
Hospitality Committee	Lisa Spillman Tammy Roberts
President's Reception Chair	Jeaniene Jennings
Program Chair(VP)	David Nash
Silent Auction Chair	Karen Padgett
Special Events Committee	Bobbi Palmer Tom Sims
Trade Show Committee	Linda Smith(Chair) Ranae Smith Joel Mariani (2007 Chair)
VIP Coordinator	Vernetha Green



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

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Visit our website! www.fappo.org

Florida Association of Public Purchasing Officers

c/o Children's Home Society of Florida
1485 S. Semoran Blvd. Suite 1448
Winter Park, Florida 32792

To a Member of a Great Association