Hello FAPPO! This edition of our monthly newsletter is heavily centered on our upcoming 45th Annual Conference and Trade Show; and well as it should be, because it is just around the corner! And I absolutely cannot wait! Our Officers, Executive Director, Committee Chairs and committee members have been (and still are) working on what is going to be a spectacular time. A diverse and informational program, a fun and festive Trade Show, a lavish Dinner Cruise and Presidential Banquet, and many network opportunities with friends, peers and vendors--- all of this and more coming up in May!

One favor that I would ask of you, our valued members: please take time to help us reach out to our vendors, suppliers and contractors in offering up an invitation to participate in the Trade Show on May 14th at the Tampa Convention Center. For those of you capable of sending blast e-mails or faxes to your vendor databases, or those who can simply put a quick invitation in your e-mail or fax signature blocks like this,

"Calling all vendors, suppliers and contractors: participate in the Florida Association of Public Procurement Officials (FAPPO) 45th Annual Trade Show on May 14th, 2012 at the Tampa Convention Center, Tampa, Florida. Go to our website for additional information: http://www.fappo.org/Tradeshow/exhibitors.asp."

We appreciate your assistance in getting this push out and getting word spread throughout the vendor community.

Lastly, you will find included in this newsletter a Special Invitation flyer to give to your end user departments to attend the Trade Show (particularly to our members in the Tampa and local areas) --- as you all know, our vendors love (and expect) a great turnout and we owe it to them to be there in full force.

So that's it for now…I look forward to seeing ALL of you at Tampa in May!

Mark

---

Hello FAPPO family! Mark your calendars for May 13-16 to join us in Tampa, FL for the 45th annual FAPPO Conference & Trade Show to “Invest in Professionalism”. We have a fantastic program lined up for our members as well as a few surprises that attendees will be introduced to for the first time!

Inside this newsletter you will find the conference program document, which has been expanded this year to include a few additional workshops on Tuesday. This is also a great opportunity to network with your peers from across the state.

Early bird registration is open until March 23rd, so there is still time to take advantage of that reduced rate. Can’t wait to see you in May!

Carrie Woodell
Florida Association of Public Procurement Officials
45th Annual Conference and Trade Show

May 13-16, 2012  |  Tampa, Florida  |  The Westin Tampa Harbour Island and Tampa Convention Center

CONFERENCE REGISTRATION

Visit Our Website!  www.fappo.org
## 45th Annual Conference and Trade Show
### Schedule At A Glance

**SUNDAY - MAY 13, 2012**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30 - 2:00</td>
<td>Golf Tournament</td>
</tr>
<tr>
<td>9:00 - 1:00</td>
<td>Board Meeting</td>
</tr>
<tr>
<td>1:00 - 2:30</td>
<td>NCPC Meeting</td>
</tr>
<tr>
<td>3:00 - 4:30</td>
<td>Member/Vendor Networking Sessions (Members and Vendors)</td>
</tr>
<tr>
<td>5:00 - 10:00</td>
<td>Reception &amp; Special Event</td>
</tr>
</tbody>
</table>

**MONDAY - MAY 14, 2012**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30 - 8:00</td>
<td>First Timers</td>
</tr>
<tr>
<td>7:45 - 8:45</td>
<td>Breakfast</td>
</tr>
<tr>
<td>8:15 - 9:15</td>
<td>Presidents Welcome</td>
</tr>
<tr>
<td>9:00 - 10:45</td>
<td>Keynote Speaker</td>
</tr>
<tr>
<td>10:00 - 11:30</td>
<td>State of Florida</td>
</tr>
<tr>
<td>10:30 - 11:30</td>
<td>Vendor/State Networking Session (Vendors Only)</td>
</tr>
<tr>
<td>10:45 - 11:15</td>
<td>NPI Awards</td>
</tr>
<tr>
<td>11:15 - 12:00</td>
<td>Break</td>
</tr>
<tr>
<td>12:00 - 1:00</td>
<td>Member/Vendor Lunch</td>
</tr>
<tr>
<td>1:00 - 5:00</td>
<td>Trade Show</td>
</tr>
</tbody>
</table>

**TUESDAY - MAY 15, 2012**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 - 9:00</td>
<td>Continental Breakfast</td>
</tr>
<tr>
<td>9:00 - 9:30</td>
<td>Keynote Speaker</td>
</tr>
<tr>
<td>9:30 - 9:45</td>
<td>Break</td>
</tr>
<tr>
<td>9:45 - 11:15</td>
<td>Case Law Affecting Procurement</td>
</tr>
<tr>
<td>11:15 - 11:30</td>
<td>Break</td>
</tr>
<tr>
<td>11:30 - 12:30</td>
<td>Business Lunch/Meeting</td>
</tr>
<tr>
<td>12:30 - 1:30</td>
<td>Best Practices</td>
</tr>
<tr>
<td>1:30 - 1:45</td>
<td>Break</td>
</tr>
<tr>
<td>1:45 - 3:15</td>
<td>&quot;Influence&quot; The Key to Leadership in Procurement</td>
</tr>
</tbody>
</table>

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**Visit Our Website!**  www.fappo.org
45th Annual Conference and Trade Show
Schedule At A Glance

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Speaker/Panel</th>
</tr>
</thead>
<tbody>
<tr>
<td>1:45 - 3:15</td>
<td>Taking the Mystery Out of the Contracting Process</td>
<td>Suzanne D'Agresta, Brown, Garganese, Weiss &amp; D'Agresta, PA</td>
</tr>
<tr>
<td></td>
<td>Is an RFP in Your Future?</td>
<td>David Nash, CPP, CPPB, Retired</td>
</tr>
<tr>
<td>3:15 - 3:30</td>
<td>Break</td>
<td></td>
</tr>
<tr>
<td>3:30 - 5:00</td>
<td>RFP Evaluation Process - Is There a Right Way?</td>
<td>Chris Rewis, CPPB, FCCM, Polk County Purchasing</td>
</tr>
<tr>
<td></td>
<td>Buying Into the Investment...</td>
<td>David Duhn, National Joint Powers Alliance</td>
</tr>
<tr>
<td></td>
<td>Deterring and Detecting Procurement Fraud</td>
<td>Ray Hooper, CPCM, Seminole County</td>
</tr>
<tr>
<td>6:00 - 10:00</td>
<td>Banquet</td>
<td></td>
</tr>
</tbody>
</table>

WEDNESDAY - MAY 16, 2012

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Speaker/Panel</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 - 9:00</td>
<td>Breakfast</td>
<td></td>
</tr>
<tr>
<td>9:00 - 9:30</td>
<td>Keynote Speaker</td>
<td>Rick Grimm, NIGP CEO, CPP, CPPB</td>
</tr>
<tr>
<td>9:30 - 9:45</td>
<td>Break</td>
<td></td>
</tr>
<tr>
<td>9:45 - 11:15</td>
<td>Negotiating Contracts in Florida</td>
<td>David Bennett, CPP, CPP, CPCM, FCP, FCP, PMP, State of Florida DMS</td>
</tr>
<tr>
<td></td>
<td>Conessions of an Overachiever - Strategies for Success</td>
<td>Carrie Woodell, CPP, CPP, FCP, City of Winter Park</td>
</tr>
<tr>
<td></td>
<td>Statutes on Procurement for Local Governments</td>
<td>Bobbye Marsala, CPP, CPPB, C.P.M., FCP, FCP, City of Palm Bay</td>
</tr>
<tr>
<td>11:15 - 11:30</td>
<td>Break</td>
<td></td>
</tr>
<tr>
<td>11:30 - 1:00</td>
<td>Lunch</td>
<td></td>
</tr>
<tr>
<td>1:00 - 2:30</td>
<td>Who is Evaluating This Solicitation?</td>
<td>Marian Pace, CPP, CPPB, City of Punta Gorda</td>
</tr>
<tr>
<td></td>
<td>Using Research to Build Better Bids/RFPs</td>
<td>Theresa Jordan Webb, CPP, CPPB, C.P.M., FCP, Hillsborough County Aviation Authority</td>
</tr>
<tr>
<td></td>
<td>UPPCC Certification</td>
<td>Wendy Geltch, C.P.M., CPP, CPPB, FCP, Polk State College</td>
</tr>
<tr>
<td>2:30 - 2:45</td>
<td>Break</td>
<td></td>
</tr>
<tr>
<td>2:45 - 3:45</td>
<td>Networking Session - Cities/Counties</td>
<td>Chris Rewis, CPPB, FCCM, Polk County Purchasing and Bobbye Marsala, CPP, CPPB, C.P.M., FCP, FCPA, City of Palm Bay</td>
</tr>
<tr>
<td></td>
<td>Networking Session - Education</td>
<td>Wendy Geltch, C.P.M., CPP, CPPB, FCP, Polk State College</td>
</tr>
<tr>
<td></td>
<td>Networking Session - Special Authorities</td>
<td>Cheri Alexander, C.P.M., CPPB, SRQ, Sarasota Bradenton International Airport and Chris Bros, CPP, FCP, FCPA, South Florida Regional Transportation Authority</td>
</tr>
<tr>
<td>3:45 - 4:00</td>
<td>Break</td>
<td></td>
</tr>
<tr>
<td>4:00 - 4:30</td>
<td>Closing Session</td>
<td></td>
</tr>
</tbody>
</table>

Follow @FAPPO_Inc for news, resources and updates about Florida Association of Public Procurement Officials and the Annual Conference.

"Like" the Florida Association of Public Procurement Officials page on Facebook to see how others are discussing and sharing news.

Visit Our Website! www.fappo.org
REGISTRATION FORM
45th ANNUAL CONFERENCE AND TRADE SHOW • TAMPA, FLORIDA • MAY 13 - 16 2012

Name (last, first) ___________________________________________ Certification(s) __________________________

Name to be printed on badge ___________________________________________

Title ___________________________________________ Agency/Organization: ___________________________________________

Guest Name ___________________________________________

Mailing Address ___________________________________________

Phone (_________) ___________________________ Fax (_________) ___________________________

E-mail Address ___________________________________________

☐ Any special dietary needs or special accommodations you may require? ___________________________________________

Is this your first FAPPO Conference? ☐ Yes ☐ No

FULL REGISTRATION: Conference Program, Trade Show, Special Event and Banquet
*Cancellation Requests for Refund shall be received by FAPPO no later than APRIL 13, 2012. NO REFUNDS WILL BE ISSUED AFTER THIS DATE.

☐ FAPPO Member…………………………………………………………..$275.00…………………………………….$
☐ FAPPO Bucks (Deduct)………………………………………………..$300.00…………………………………….$
☐ Non-member fee…………………………………………………………..$475.00……………………………………..$500.00……………………………………..$

ONE DAY REGISTRATIONS: Includes any meals and events scheduled for that day.
FAPPO Members ☐ Sunday ($75) ☐ Monday (Free) ☐ Tuesday ($175) ☐ Wednesday ($75)
Non-Members ☐ Sunday ($150) ☐ Monday (Free) ☐ Tuesday ($200) ☐ Wednesday ($150)

TOTAL: …………………………….$

PAYMENT INFORMATION
*Payment shall be POSTMARKED (if mailed) or RECEIVED (if credit card) prior to the EARLY BIRD REGISTRATION DATE to receive the discounted rate. FAPPO FEIN: 59-2615678

PAYMENT BY CHECK:
☐ Enclosed is my check or money order, payable to FAPPO, Inc. In the amount of $ ___________________________

CHECK PAYABLE TO: FAPPO, Inc.
MAIL TO: FAPPO, 8875 Hidden River Parkway, Suite 330 #3059, Tampa, FL 33637

PAYMENT BY CREDIT CARD:
Charge my ☐ VISA ☐ MASTERCARD ☐ AMERICAN EXPRESS

Amount Authorized: ___________________________ Card Number: ___________________________ Exp. Date: ___________________________

Name on Card: ___________________________ Signature: ___________________________

EMAIL COMPLETED FORM TO
execdirector@fappo.org or FAX: 813.333.1767

Visit Our Website! www.fappo.org
Star Lite Cruise Event

Majesty Dining Yacht | Clearwater Beach | FL |

Dining with live entertainment and dancing all in a genuine cruise experience on smooth inland waters. Enjoying gorgeous sunsets, soft breezes, changing waterfront views and brilliant stars in the evening sky. Upon boarding, you will partake in a delicious buffet dinner with a choice of chicken marsala, parmesan crusted tilapia and beef burgundy, garlic mashed potatoes, vegetables, bread and dessert. Cash bar is available. The yacht will return to the dock at 9:30pm and we will board the luxury coach to return to the Westin.

Don’t miss this wonderful event selected for your pleasure.

Sponsored by FAPPO

Visit Our Website! www.fappo.org
The Florida Association of Public Procurement Officials

Would like to invite you to join us for the

"2012 GET-TEED OFF GOLF CLASSIC"

At the
Westchase Golf Club
11602 Westchase Golf Drive, Tampa,
FL 32835
Sunday, May 13, 2012

8:30 AM Shotgun Start  Four Person Scramble

SPONSORSHIP LEVELS
Please select a sponsorship level in the space provided

<table>
<thead>
<tr>
<th>Sponsorship Level</th>
<th>Sponsorship Amount</th>
<th>Check Here</th>
<th>Sponsorship Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLATINUM</td>
<td>$1,000</td>
<td></td>
<td>Co-Sponsor Event: Sign w/CO Logo; Foursome in event; 2 Tee &amp; Green Signs; 2 Practice Range/Putting Green Signs</td>
</tr>
<tr>
<td>GOLD</td>
<td>$500.00</td>
<td></td>
<td>Foursome in the Event; 1 Tee/Green Sign; 1 Practice Range/Putting Green Sign</td>
</tr>
<tr>
<td>BREAKFAST</td>
<td>$350.00</td>
<td></td>
<td>Co-Sponsorship: Two Golfers in Event</td>
</tr>
<tr>
<td>LUNCH</td>
<td>$350.00</td>
<td></td>
<td>Co-Sponsorship: Two Golfers in Event</td>
</tr>
<tr>
<td>TEE/GREEN (36)</td>
<td>$100.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PRIZE/DONATION</td>
<td>$20.00 Minimum</td>
<td></td>
<td></td>
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</table>
REGISTRATION

Team Name:______________________________________________

Player #1_____________________________________ Phone#________________________
Player #2_____________________________________ Phone#________________________
Player #3_____________________________________ Phone#________________________
Player #4_____________________________________ Phone#________________________

($75.00) ($75.00) ($75.00) ($75.00)

GAMES

Poker 50/50 ($10.00)
Longest Drive 50/50 ($10.00)
Close to Pin 50/50 ($10.00)
Pink Ball (Cancer Awareness — $20.00 team)
Mulligan & Throw ($10.00/ per; Maximum 4)
Go to Pole ($5.00)
Club Rentals ($10.00 plus $6.25 tax)
Total (Registration & Games and Sponsorships) $__________

Make Checks Payable to:
FAPPO
P.O. Box 5004
C/O Jay Jackus
Tarpon Springs, FL 34688-5004

SCHEDULE OF ACTIVITIES

<table>
<thead>
<tr>
<th>TIME</th>
<th>ACTIVITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00 A.M.</td>
<td>Registration/Breakfast</td>
</tr>
<tr>
<td>7:30 A.M.</td>
<td>Practice range/putting green open</td>
</tr>
<tr>
<td>8:15 A.M.</td>
<td>Report to Starter</td>
</tr>
<tr>
<td>8:30 A.M.</td>
<td>Shotgun Start</td>
</tr>
</tbody>
</table>

UPON COMPLETION OF THE TOURNAMENT Awards Ceremony

CONTACTS:

Jay Jackus, Co-Chair  Ed Parker, Co-Chair
jjackus@cbfl.us  EParker@flus.net
Phone: 727-943-4871  Phone: 407-513-3667
Cell: 727-339-4785

Richard Veghte, PGA
rveghte@westchasegc.com
Westchase Golf Club
Phone: 813-854-2331 ext 227
ANONY MATIES!!

The 45th Annual FAPPO Conference and Trade Show is sailing the high seas this way so don’t get caught walking the plank! Take advantage of FAPPO bucks to offset the cost of joining the crew! Here’s a sneak preview of what we are loading on the pirate ship (trade show):

★ Lunch – grilled chicken Caesar salad, cheesecake with berries
★ FAPPO Relaxation station with snacks (on one of the trade show floor aisles)
★ NIGP Relaxation station with snacks (on one of the trade show floor aisles)
★ Captain Jason Sparrow – long lost cousin of Captain Jack Sparrow as Crewmaster of Ceremonies
★ Treasure hunting for members – winner will receive free 2013 conference attendance
★ Vendor booth competition
★ Trade show “buddy” program – for first timers

A good time will be had by all! Here’s the way to earn FAPPO bucks:

1. **Register a new member(s) of an Agency** who have had no previous FAPPO membership – You earned TWENTY-FIVE $$FAPPO BUCKS$$!

2. **FAPPO Exhibitor Application** - Contact the Executive Director to obtain a special number for your Agency and send a blast e-mail to your vendors the application. The special number for your agency on the application will identify the Exhibitors Applications as they come in as being recruited by your agency for credit. Vendor applications that are received with your Agency number will earn ONE HUNDRED $$FAPPO Bucks$$ or 10% of their registration fee if they sign up as gold or platinum exhibitors for your Agency. Only Applicable to vendors who haven’t exhibited in the past two years.

3. **Returning Vendors**: The recruiting Agency will earn FIFTY $$FAPPO Bucks$$ if their vendor signed up in the previous year.

Any questions contact Chris Rewis, Polk County Procurement at (863) 534-6706 or chrisrewis@polk-county.net. I’m ready to sign you up for our crew!
SPECIAL INVITATION

FLORIDA ASSOCIATION OF PUBLIC PROCUREMENT OFFICIALS, INC.

COORDINALLY INVITES YOU TO ATTEND

WHAT: ANNUAL VENDOR TRADE SHOW AND EXHIBITION
WHERE: TAMPA CONVENTION CENTER, TAMPA, FL
WHEN: MAY 14, 2012 BETWEEN THE HOURS OF 1:00 P.M. – 5:00 P.M.
WHO: EMPLOYEES OF LOCAL GOVERNMENTAL AGENCIES INTERESTED IN NETWORKING WITH VENDORS, SUPPLIERS AND CONTRACTORS
HOW: BRING THE ATTACHED COUPON AND YOUR BUSINESS CARD TO THE TRADE SHOW REGISTRATION DESK FOR ADMITTANCE BETWEEN THE HOURS OF 1:00 P.M. AND 5:00 P.M., FOR FREE ADMISSION

For further information, please contact Christine Rewis, CPPB, FCCM, Trade Show Chair, (863) 534-6706 or chrisrewis@poll-county.net

Visit Our Website! www.fappo.org
FAPPO BUCKS 2012

EARN YOUR WAY TO FAPPO CONFERENCE & TRADE SHOW

You still have time to earn your way to the FAPPO Conference and Trade Show (registration and hotel) in May 2012!! FAPPO has budgeted $25,000 for the FAPPO BUCKS program and $5000 for Conference Speakers in FAPPO Bucks.

WAYS TO EARN $$ FAPPO BUCKS $$:

1. **Register a new member(s) of an Agency** who have had no previous FAPPO membership – **You earned TWENTY-FIVE $$FAPPO BUCKS$$!**

2. **FAPPO Exhibitor Application** - Starting on September 1st, contact the Executive Director to obtain a special number for your Agency and send a blast e-mail to your vendors the application. The special number for your agency on the application will identify the Exhibitors Applications as they come in as being recruited by your agency for credit. Vendor applications that are received with your Agency number will earn ONE HUNDRED $$FAPPO Bucks$$ or 10% of their registration fee if they sign up as gold or platinum exhibitors for your Agency. Only Applicable to vendors who haven’t exhibited in the past two years.

3. **Returning Vendors**: The recruiting Agency will earn FIFTY $$FAPPO Bucks$$ if their vendor signed up in the previous year.
4. **Serve in a Committee:** Earn ONE HUNDRED $$FAPPO Bucks$$ if you serve as a Chairperson or FIFTY $$FAPPO Bucks$$ if you serve as a committee member.

5. **FAPPO Best Practices Awards:** Submit a qualified entry and win, receive THREE HUNDRED $$FAPPO Bucks$$. Receive honorable mention, win Twenty Five $$FAPPO Bucks$$. One award per entity please!

6. **FAPPO Award of Excellence:** Submit a qualified entry and receive the award, win THREE HUNDRED $$FAPPO Bucks$$.

7. **Essay Contest:** Submit an Essay and win, receive THREE HUNDRED $$FAPPO Bucks$$.

8. **Instruct a class at the FAPPO Conference:** Receive THREE HUNDRED FAPPO Bucks (divided among the instructors per class). Facilitate a networking session and receive FIFTY $$FAPPO Bucks$$.

9. **Volunteer:** The President can assign BUCKS to those members that volunteer to help for duties not assigned to any committees.

10. **Pay your dues by July 31**: You will be eligible to participate on the August 15th and November 15th drawing. Ten names will be drawn on each drawing and each member will receive $300 FAPPO Bucks to be used for the Annual Spring Conference or Fall Workshop (to be used only for registration or hotel).

FAPPO Bucks are not redeemable for cash, can only be used towards FAPPO Conference, and **must be used by May 31, 2012**. FAPPO Award winners of Excellence, Best Practice, and Essay will be able to use their BUCKS in the current year or opt to use them in the year immediately following the Conference (2013- June 1, 2012 to May 31, 2013). **Maximum amount that a FAPPO member can earn cumulative is $1000.00 and Officers are not eligible for FAPPO BUCKS.** You can transfer your FAPPO Bucks on to another FAPPO member, and the same rules will apply. First come, first serve on names, agencies or vendors submitted to the Executive Director. This will be tracked by email dates and times. The email address for the Executive Director is: **execdirector@fappo.org**. Good Luck! Questions??? Call Fatima Calkins, FAPPO Bucks Chairman at 407-825-2044 or email fealkins@gona.org. For more information, please visit us at: **http://www.fappo.org**.
Award of Excellence in Procurement
Cheryl Shanaberger, MPA, CPPO
David Nash, CPPO, CPPB

The 2012 application for the Award of Excellence in Procurement is now available for download at http://www.npiconnection.org/aep/instructions.asp. This prestigious award has been obtained by many agencies across the United States, including some of our own FAPPO member agencies, and we would like to encourage those who have not yet made the attempt to do take this opportunity to do so.

We believe it is a great tool for gauging the professionalism and practices of your agency. The application contains a self-scoring section that will allow you to quickly determine whether or not your agency meets the minimum requirements for the award. Beyond that, the various criteria listed can also act as a plan for improvement.

There are sections on bid processing, best value procurements, purchasing card programs, employee certification education and so much more. Using these sections as a guide will allow your agency to move toward better practices in the public procurement field. Receiving the award will also demonstrate to your agency’s management that you are on the right track.

Some of you may have already started assembling the data you’ll need to include in your application. If you find that there are areas of concern or that you don’t quite understand something, feel free to contact one of us. There are also mentors available who can help you with the application process. Whatever path you take, it will be well worth the effort.

FAQs of the AEP Award Application - now posted!

Have a question about this year’s AEP Application? Check out the newly-posted FAQ document at www.npiconnection.org featuring a Q & A dialog of recently-asked questions on specific criteria. Maybe your question has already been answered!

While you’re there, check out the Photo Gallery with recent photos of happy AEP recipients at NIGP Forum (August 2011), the NPI Conference (October 2011), and the CAPPO Conference (January 2012).

Contact Christine Green, AEP Chair, 214-987-5480 or cgreen@uptexas.org with other questions.

Visit Our Website! www.fappo.org
FLORIDA ASSOCIATION OF PUBLIC PROCUREMENT OFFICIALS, INC.

NORMA J. SHOWLEY SCHOLARSHIP FUND

Introduction:

The Florida Association of Public Procurement Officials, Incorporated (FAPPO) understands that public entities are continually challenged to do more with less, while maintaining a professional, trained and certified staff.

FAPPO has established the Norma J. Showley Memorial Scholarship Fund. Recipients will be chosen by their demonstration of the skills and values of the FAPPO organization as demonstrated by Mrs. Norma Showley, one of FAPPO’s most cherished and supportive members.

Purpose:

The purpose of the fund is to provide FAPPO members with flexible educational options to pursue training that is beneficial for continued professional growth and lifelong learning, but may not be degree-seeking. Qualified educational options are not limited to and may include:

1. Annual Membership Dues for FAPPO
2. Annual FAPPO Fall or Spring Conference Attendance (maximum value $500 towards educational registration and per diem).
3. Initial certification fees towards application and/or examination of the Florida Society of Certified Public Managers; The Florida CPM Program is administered by the Florida Center for Public Management https://www.fcmp.fsu.edu/CPM-Program.cfm
4. State of Florida’s Training and Certification program for Florida public purchasing professionals (maximum value $500 towards educational registration and per diem).
5. Initial certification fees towards application and/or examination of the Institute for Supply Management™ (ISM) programs, the Certified Professional in Supply Management® (CPSM®), Certified in Supply Management® (CSM™), Certified Professional in Supplier Diversity™ (CPSD™) credentials.
6. Initial certification fees towards application and/or examination of the National Contract Management Association credentials, Certified Federal Contracts Manager (CFCM), Federal Acquisition Regulation, Certified Commercial Contracts Manager (CCCM), Certified Professional Contracts Manager (CPCM) http://www.ncmaha.org/ProfessionalDevelopment/content.cfm?ItemNumber=6086&n avItemNumber=9985
7. Initial certification fees towards application and/or examination of the Universal Public Procurement Certification Council (UPPCC) designations, Certified Professional Public Buyer (CPPB) or Certified Public Procurement Officer (CPOO) within the UPPCC Body of Knowledge.
8. Initial certification fees towards application and/or examination of the Purchasing Card Professional Certification Council (PCPCC) designation of CPCP with oversight by the National Association of Purchasing Card Professionals (NAPCP) http://www.napcp.org/?page=CPCPInitialReqs
9. Other procurement or purchasing related courses, meeting registrations, seminars, sessions, or webinars as applicable.

Revised 02.20.2012
10. Exemptions, this fund does not include:
   a. Requests for funding or reimbursement are for those recipients that have not received other funds from FAPPO during the same fiscal year period through FAPPO bucks, regular Scholarship program, or other qualifying funds.
   b. Re-certification fees.
   c. College course fees which are reimbursable through regular scholarship programs.

**Intent:**

It is the intent of the FAPPO organization to provide a new funding opportunity for its members who are interested in furthering the development of their contracting and procurement knowledge.

The organization plans to consider up to five (5) recipients each fiscal year for a maximum fund disbursement of $500.00 each.

**Note:** Race, creed, color, national origin, gender, age, or the employment status of the applicant (other than within public purchasing) will not be considered in awarding scholarships.

**Application Process:**

All applications for Norma J. Showley Memorial Scholarship Fund shall be submitted to the Scholarship Program Administrator at least forty-five (45) days in advance of the scheduled event. The Scholarship Program Administrator shall review the applications received and ensure that they are complete.

Before distributing applications to the Educational Committee, the Scholarship Program Administrator will share the list of applicant names with the Committee to determine if any conflicts of interest exist. The Scholarship Program Administrator will then remove any identifying information about the applicant from the applications and distribute them to the members of the Educational Committee for evaluation and recommendations.

Applicants will be measured on their demonstrated commitment to the Core Values of FAPPO’s Leadership for the areas of ethics, integrity, professionalism, diversity, education, growth and commitment to customer service.

Fund recipients will be announced as soon as practical after each selection. The announcement will identify the recipients and will be posted on the FAPPO website with a copy of the approved application to be provided to the recipient(s).

**Selection Criteria:**

The Committee will review all scholarship requests and award a scholarship based on the applicant’s submittal, pending availability of funds.

**Payment Process:**

The Educational Committee will review the application & receipts for reimbursement. If a reimbursement is denied the applicant will be notified with an explanation of the denial.
Eligibility and Submittal Requirements:

See the FAPPO website for the most current version of the Norma J. Showley Scholarship Fund Application for submittal requirements.

Program Guidelines for Donations to the Fund:

1. FAPPO members can donate to this as a separate fund in order to increase the amount of funds available to all members for training opportunities.

2. Suggested minimum individual donation is $5.00 and these donations can be made at any time to the Scholarship Program Administrator.

3. These donations are requested from individuals.

4. Limited number of Partnership contributions and opportunities serving our educational advancement and purpose will be considered.
FLORIDA ASSOCIATION OF PUBLIC PROCUREMENT OFFICIALS, INC.

NORMA J. SHOWLEY SCHOLARSHIP FUND

<table>
<thead>
<tr>
<th>Name:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Phone/Email:</td>
</tr>
</tbody>
</table>

Entity:  
Address:  
City, State Zip:  

Applicants will be measured on their demonstrated commitment to the Core Values of FAPPO’s Leadership for the areas of ethics, integrity, professionalism, diversity, education, growth and commitment to customer service.

I request approval of an educational reimbursement for ____________________________ (Title)

Beginning on ____________________________ as follows:

Membership Dues: $ ____ Conference Attendance: $ _____

Certification Application: $ ____ Certification Examination: $ ____ Other: $ _____

Total Requested: $ ______

Eligibility Criteria and Submittals:

1) Financial Needs Statement: The member’s request shall provide a written statement of the need for financial assistance from the Chief Purchasing Official or Human Resources Director. The statement shall include that the requestor or their entity, due to a lack of funding, is unable to pay or reimburse for the costs of attendance, certification or membership for professional development opportunities. Documentation verifying applicant is currently employed in a public contracting or purchasing department and has been in a governmental purchasing atmosphere for a minimum of two (2) years.

2) Provide a complete description and cost which the applicant is applying for (See above, Page 1).

Revision Date: 02.20.2012
3) Current professional resume, which reflects professional experience, education and other affiliations. 
4) Is the applicant a member in good standing with FAPPO? 
5) Provide an executive summary that lists your goals in the procurement profession, how you see the membership helping you to obtain your goals and the value that this request and scholarship will provide to your entity and for your professional development. 
6) Members of the Scholarship selection committee will not be eligible, but other applicants from their entity will be eligible. 
7) Successful applicants will be required to submit a written summary of the educational and professional benefits received from attending the Annual FAPPO Fall or Spring conference related to the scholarship. 
8) The same individual will not be considered for a scholarship in consecutive years, unless there are no other applicants. 

NOTE: If you do not receive a written notice of approval within three (3) weeks after submission, contact the Professional Development Chairperson. PRIOR Reimbursement approval is required from the FAPPO Professional Development Chairperson. FAPPO members are eligible for reimbursement each fiscal year (June 1 – May 31) as determined by the Board of Directors.
Personal & Professional Reasons for Applying for Scholarship

Brief statement of why you should be awarded this scholarship (include how your entity will benefit from your receiving this award)

__________________________________________  __________

Applicant’s Signature                             Date

I have read, understand and agree to comply with the provisions of the Florida Association of Public Procurement Officials (FAPPO) Norma J. Showley Scholarship Fund. I specifically understand and agree that if I receive an educational reimbursement through other sources or programs, FAPPO will refund only those costs not funded by said other programs. I further certify that I am an active and paid member in good standing and have been such for at least one year prior to the date of this application.

Supervisor Statement

Supervisor

Please provide a brief statement of why the applicant should be awarded this scholarship

__________________________________________  __________

Supervisor’s Signature                             Date

__________________________________________

Supervisor’s Name Printed

Revision Date: 02.20.2012
Approval:

__________________________________________  ________________
Scholarship Program Administrator  Date

__________________________________________  ________________
Professional Development Chairperson  Date

__________________________________________  ________________
FAPPO President  Date

Approval for Payment:
Eligible for $__________________ educational reimbursement.

____________________________  ________________
Professional Development Chairperson  Date

Payment:  Amount Paid: $__________________

__________________________________________  ________________
FAPPO Treasurer  Date
Norma W. Showley Memorial Scholarship Fund Donation Form

The Norma W. Showley Memorial Scholarship Fund was created by the Board of Directors in 2007 in order to provide FAPPO members with an opportunity to contribute directly to the scholarship needs of others in the association. Every dollar contributed will be used to supplement the budgeted scholarship and tuition reimbursement funds so that as many members as possible will be allowed to further their education. So far, we have received over $3,102.00 in memory of Norma!

Thank YOU to all for your generous support.

Cheri

Please check one of the following boxes to indicate your level of support:

$10  
$25  
$50  
$100  
Other  $___________

FAPPO reserves the right to publish your name as a donor. However, if you would prefer not to have your name published, please check here.  

Name: _____________________________________________________________

Entity: ___________________________________________________________

Address: __________________________________________________________

State: _____ Zip: _______ E-mail: _________________________________

Phone: ___________________ Fax: _________________________________

Send this form with your check (made out to FAPPO) or credit card information to:

FAPPO  
8875 Hidden River Parkway  
Suite 300 #3059  
Tampa, FL 33637

Credit Card Information

Name on Card: _________________________________

Type: ______ Visa ______ MasterCard ______ Amex

Card #: _________________________________

Expiration Date: ____________________________

Signature: _________________________________
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.

<table>
<thead>
<tr>
<th>Year</th>
<th>Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td></td>
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<tr>
<td></td>
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</tr>
</tbody>
</table>

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   _____CFCM

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 or fax nomination form to: Carrie Woodell, CPPO, CFCM, C.P.M., FCPM, c/o City of Winter Park
401 Park Avenue South, Winter Park, FL 32789 Fax: (407) 599.3448 E-Mail: cwoodell@cityofwinterpark.org

Get Involved! It’s So Rewarding
### CALENDAR OF CURRENT EVENTS

<table>
<thead>
<tr>
<th>DATES</th>
<th>EVENT</th>
<th>DESCRIPTION/INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/13/2012</td>
<td>FAPPO Board Meeting</td>
<td>Tampa, FL</td>
</tr>
<tr>
<td>05/14-16/2012</td>
<td>FAPPO Annual Conference</td>
<td>Tampa, FL</td>
</tr>
</tbody>
</table>

### Look Ahead

<table>
<thead>
<tr>
<th>DATES</th>
<th>EVENT</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/29/2012</td>
<td>Board Meeting</td>
<td>Daytona Beach, Florida</td>
</tr>
<tr>
<td>11/8/2012</td>
<td>Board Meeting</td>
<td>Daytona Beach, Florida</td>
</tr>
<tr>
<td>11/9/2012</td>
<td>Fall Workshop</td>
<td>Gainesville, Florida</td>
</tr>
<tr>
<td>02/22/2013</td>
<td>Board Meeting</td>
<td>Daytona Beach, Florida</td>
</tr>
<tr>
<td>05/19/2013</td>
<td>Board Meeting</td>
<td>Daytona Beach, Florida</td>
</tr>
<tr>
<td>05/19-22/2013</td>
<td>FAPPO Annual Conference</td>
<td>Daytona Beach, Florida</td>
</tr>
</tbody>
</table>

### Career Opportunities

<table>
<thead>
<tr>
<th>TITLE</th>
<th>ENTITY</th>
<th>CLOSNG DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Procurement Specialist</td>
<td>Polk County</td>
<td>3-30-2012</td>
</tr>
<tr>
<td>Buyer</td>
<td>City of Stuart</td>
<td>4-6-2012</td>
</tr>
</tbody>
</table>
46th Annual FAPPO Conference and Trade Show
May 19-22, 2013
Daytona Beach, Florida

It's never too early to begin planning! The 46th Annual FAPPO Conference and Trade Show will be held at the Daytona Beach Hilton on May 19-22, 2013.

As you begin the budget process for next fiscal year, the following rate schedule should be used for calculating conference attendance expenses.

<table>
<thead>
<tr>
<th>Service</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conference Registration</td>
<td>$300.00*</td>
</tr>
<tr>
<td>Hotel rate (single/double)</td>
<td>$119.00 plus hotel tax (if applicable)</td>
</tr>
<tr>
<td>Self-Parking Rate</td>
<td>$5.00/night</td>
</tr>
</tbody>
</table>

Please be sure to include your conference registration fee in your budget. We cannot guarantee that a subsidy will be available for you to utilize at the Conference.

*Subject to Board approval in May 2012.
View from Inside the State of Florida Division of State Purchasing

Procurement Process Improvement Project

State Agency Workgroup

The Florida Department of Management Services’ Division of State Purchasing initiated a multi-phased collaborative Procurement Process Improvement Project, to improve the effectiveness and efficiency of Florida’s State Purchasing division based on a seven-stage sourcing methodology. The primary goal of the Procurement Process Improvement Project is to standardize the state government procurement process to create efficiencies, and foster better understanding of how Florida’s government buys goods and services.

The Division of State Purchasing organized a workgroup with representatives from nine state agencies that meet weekly to discuss ways to improve state procurement for both procurement professionals and for vendors. The workgroup, called the Procurement Process Improvement Project team, will be focusing on addressing diverse procurement needs using an industry recognized seven-stage sourcing methodology. The seven stages are Need Identification, Pre-Solicitation, Solicitation Preparation, Solicitation, Evaluation Process, Award Process, and Contract Process.

The Procurement Process Improvement Project fosters collaboration across agencies and statewide government to streamline key processes that will better meet both customer and supplier needs and will make it easier for vendors to conduct business with the state. This standardization increases control and management of contracts, as well as increased focus on strategic sourcing and category management to drive bottom-line savings for the state with increased competition, visibility, and transparency of the goods and services the state purchases.

Florida Local Governments Workgroup

Similarly, in January, the Division of State Purchasing organized a local government workgroup to identify opportunities to share best practices in state term contracts, technology, governance, and more, called the Florida Professionals for Public Procurement.

This workgroup includes representatives from city and county government, school districts, universities, and other authorities, many of whom are past Florida Association of Public Procurement Officials presidents and bring procurement experience and expertise to this workgroup. As public procurement professionals standardize procurement processes across the state, government, business, and most importantly, Florida’s taxpayers, will benefit.

The Florida Professionals for Public Procurement members are:

- Kelly Loll, Project Sponsor, Department of Management Services (DMS)
- David Bennett, Project Manager, DMS
- Cheryl Olson, School District (Osceola)
- Rhonda Ulmer, City of Orlando
- Denise Schneider, Orlando Airport Authority
Marian Pace, City of Punta Gorda
Wendy Geltch, Polk State College
Joe Benjamin, Orange County
Johnny Richardson, Orange County
Russ Wetherington, Hernando County
Bobbye Marsala, City of Palm Bay
Cheri Alexander, Sarasota Airport Authority
Clifford McCue, Florida Atlantic University
Kirk Buffington, City of Fort Lauderdale
Miriarn Singer, Miami-Dade County
Ray Hooper, Seminole County
Greg Spearman, Tampa
Kelley Scott, DMS
Linda McDonald, DMS
Danielle Kosberg, DMS
Dick Chatel, DMS

State Term Contracts Available for Florida Local Governmental Entities’ Use

Visit http://www.dms.myflorida.com/business_operations/state_purchasing for a complete list of state term contracts (STC) and alternate contract source (ACS) contracts by category. The Florida Department of Management Services recently updated the Rental Vehicles STC (#518-020-10-1) to include unlimited mileage effective Feb. 7, 2012.

Learn more online:

The updates include an approved 4.9 percent rate increase effective July 1, 2012. When compared to Western States Contract Alliance (WSCA), the rate is still at least 14 percent lower on average for all state rentals and 8 percent lower on average for the state’s most common rentals (sub-compact, compact, and mid-size vehicles). State term contract customers’ employees can use these contract terms when renting for personal use as well.
GEORGE H. WOLF, C.P.M.
June 22, 1925 – September 15, 2011

Mentor: Webster definition: “a trusted counselor or guide, tutor or coach”. American Heritage definition: “a wise and trusted counselor or teacher.”

George H. Wolf dedicated the majority of his life to the improvement of the profession of procurement. He had the uncanny ability to recognize certain qualities in people, and he always encouraged, guided, taught and helped many professionals across the State of Florida along a path to success. George was a long-time Broward Community College adjunct professor and a FAPPO instructor for well over 20-years mentoring and teaching so many students on every level from the basic procurement courses through the legal aspects of procurement.

George Wolf was one of the founding Charter members of the Florida Association of Public Procurement Officials, Inc. back in 1968 when the membership consisted only of the original “12-purchasing disciples.” He had a vision of a local government procurement association that continues to strive on the promotion of education and professionalism. George was the 1976 President of the Florida Association of Governmental Purchasing Officers (FAGPO aka FAPPO). He was also the first member to receive the FAPPO Distinguished Services Award in 1994.

George served on, or chaired many FAPPO committees over the years to include Professional Development, Parliamentarian, Resolutions, Nominating and By-Laws. George obtained his Business Degree from Northwestern in 1953. He worked at the City of Ft. Lauderdale as a Buyer from 1960-1968, and moved on to Broward Community College as the Director of Materials Management until 1974. He took his next job at the City of Hollywood as the Purchasing Agent where he retired in the latter part of the 1990’s.

Prior to 1968, George was part of another original group known as the Southern Purchasing Institute which began its roots in South Florida. SPI became the National Purchasing Institute in 1968. NPI is now the public sector affiliate of Institute of Supply Management (formally known as NAPM). George was also the President of the Florida Gold Coast Chapter of NAPM in 1983.

In 2004, FAPPO honored George for his dedication to the profession by awarding him with the first ever “Pioneer Award” and also memorialized his contributions by the renaming of FAPPO’s top honor as the “George H. Wolf, Distinguished Services Award”.

George – we will miss you. Your vision has become a reality and has had a profound impact on our lives, on our profession, and on governmental procurement.

By: Bobbye Marsala, CPPO, CPPB, C.P.M., FCPM, FCP
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Purchasing Manager  
City of Lakeland  
mark.raiford@lakelandgov.net  
Phone: 863-834-6780  

**Vice President** - Carrie Woodell, CPPO CFCM, CPPB, FCPM  
Purchasing Manager  
City of Winter Park  
Cwoodell@cityofwinterpark.org  
Phone: 407-599-3434  

**Treasurer** - Cheryl Shanaberger, MPA, CPPO  
Deputy Director of OMB  
cheryls@cityofpsl.com  
Phone 772-871-7390  

**Secretary** - David A. Bennett, MBA, CPPO, PMP  
Category Manager, Commercial Services  
State Purchasing, State of Florida  
david.bennett@dms.myflorida.com  
Phone: 850-921-4072

**Committee Members**

**Advertising/Sponsor**  
Craig Rowley  

**AEP Awards Com. Sr.**  
Cheryl Shanaberger, MPA,CPPO  

**AEP Awards Com. Jr.**  
David Nash, CPPO, CPPB  

**Appointment/Awards Entity**  
Cheryl Olson, CPPO, C.P.M., CPM  

**FAPPO Awards**  
Keith Glatz, CPPO  

**AV (Audio Visual)**  
Chair-Jason Ouzts, FCCM  
Mark Lovell, CPPB,FCCN,FCCM  

**Banquet**  
Co-Chair-Tammy Hodgkins, CPPB  
Co-Chair-Denise Lipscomb  

**By-Laws**  
Wendy Geltch, C.P.M., CPPO, CPPB  

**Education**  
Chair-Pro D-Diane Wetherington, CPPB, FCCM  
Scholarship Coord.-Jane Dalrymple, CPPB  
CER Coord--Jennifer Jones, CPPB, FCCM  

**Fall Workshop**  
VACANT  

**Food Service**  
Linda Carson, CPPB  

**Facilities**  
David Nash CPPO, CPPB  

**FAPPO Bucks**  
Chair-Fatima Calkins, CPPB  

**Finance**  
Chair-Rebecca Begley, CPPB,A.P.P., FCCM  
Wendy Geltch, C.P.M., CPPO, CPPB  

**First Timers**  
Chair-Bobbye Marsala, CPPO, CPPB, C.P.M.  

**Golf Tournament**  
Co-Chair Jay Jackus  
Co-Chair Ed Parker  

**Historian**  
Wendy Geltch, CPPO, C.P.M.,FCCM, FCPM, FCPA  

**Hospitality**  
Malcolm Wilson, CPPO, C.P.M.  
Jay Jackus, CPPO, CPPB  
Ranae Smith  
Linda Smith, CPPB, FCPA  

**Legislative Affairs**  
Co-Chair Steve Carnell, C.P.M.  
Co-Chair Cheryl Shanaberger, MPA, CPPPO  

**Meeting Coordinator**  
Diane Wetherington, CPPB, FCCM  

**Membership**  
Linda Carson  

**NCPPC Representative**  
Cheri Alexander, C.P.M., CPPB  

**Nominating**  
Chair-Carrie Woodell, CPPO CFCM, CPPB, FCPM  

**Outreach Program**  
Vernetha Green, CPPB  

**Parliamentarian**  
Rhonda Ulmer, CPM, CPPO  

**Past President**  
Johnny Richardson, CPPO, CFCM  

**Photography**  
Mary Combee, CPPB, CPCP, FCCM  

**Presidential Advisors**  
Bobbye Marsala, CPPO, CPPB. CPM, FCPM, FCPA  
Wendy Geltch, CPPB, FCCM, FCPM, FCPA  
Russ Wetherington, CPCM, CPPB, C.P.M.  

**Printing**  
Craig Rowley, Exec. Dir.  

**Public Relations/Marketing**  
Chair-Craig Rowley, Exec. Dir.  

**Resolution/Awards**  
Chair-David Nash, CPPO, CPPB  

**Sergeant-at-Arms**  
Ed Parker, CPPO, CPPB  

**Special Events**  
Co-Chair Tammy Hodgkins, CPPB  
Co-Chair Denise Lipscomb  

**State Procurement/DMS Rep**  
Mark Lovell, CPPB,FCCN,FCCM FCPC  

**Strategic Planning Coordinator**  
Russ Wetherington, CPCM, CPPB, C.P.M.  

**Survey/Research**  
Chair-Bobbye Marsala, CPPO, CPPB  

**Trade Show**  
Chair-Chris Rewis, CPPB, FCCM  
Jason Ouzts, FCCM,  
Tammy Ma, C.P.M., CPPB, FCPA  
Tony Zills, CPPB, FCCM  
Teddi McCorkle, C.P.M., CPPB  

**UPPCC Rep CPPO**  
Wendy Geltch, C.P.M., CPPO, CPPB  

**UPPCC Rep CPPB**  
Sally Long, CPPO, CPPB, FCCM  

**VIP Coordinator**  
Teresa Smith, FCCM  

**Website Liaison**  

Are you interested in serving on a committee?