



V.A.L.U.E. IN LOCAL GOVERNMENT
Cooperative Purchasing Program
Of Southeastern Wisconsin

www.value4gov.org

Volume Acquisition & Large Uniform Expenditures

FEBRUARY 2009

V.A.L.U.E. Annual Meeting Announcement!

Believe it or not, we are fast approaching V.A.L.U.E. in Local Government's 18th Annual Meeting, so please mark your calendars for March 19, 2009 and plan on attending! This is a great opportunity to join in with other public purchasers to keep up with what's going on in public procurement and within the V.A.L.U.E. organization.

As you may know from past annual meetings, the V.A.L.U.E. Annual meeting is made up of two meetings; the morning of the first day revolves around the V.A.L.U.E. in Local Government organization and the afternoon of the first day and the second day, the meeting is a Wisconsin Association of Public Purchasers (WAPP) meeting. If you are a member of V.A.L.U.E. and just want to attend the V.A.L.U.E. part of the meeting, that's ok and the cost is \$30.00 and includes lunch. If you're a V.A.L.U.E. member only and want to stay for the WAPP part of the meeting as well, that's ok too, but the cost for both days is \$50.00 and includes lunch both days. So as you look at the registration form, please pick the option that works best for you. WAPP members are also welcome to join in the V.A.L.U.E. morning meeting as well.

The theme of this year's two-day meeting is **Be Prepared**. At the V.A.L.U.E. portion of the meeting, we'll have our annual business meeting, a review of our recently adopted strategic plan, update on bid reports and information on other types of contracts that agencies may be able to purchase from. Membership will also vote on the two officer positions where Bill Kurer from Washington County has accepted his nomination for Chairperson and JoAnne Jacobsen has accepted her nomination for Treasurer. Both people are incumbents to these positions and nominations will close on February 17, 2009. If interested in being nominated for one of these positions, a written petition for nomination must be provided to the Planning Committee prior by February 17, 2009.

The WAPP portion of the meeting will get more into the **Be Prepared** theme which may bring to light some things agencies should be considering in re-

gards to being prepared for the unexpected. For more information, please see the agenda and registration form for the meeting included with this newsletter.

In closing, I'd like to express my sincere thanks to all the members of V.A.L.U.E. for their participation in our organization; especially to the individuals who have done the work of developing the V.A.L.U.E. Co-operative and Piggybacking Bids/Contracts for the members to use and to those who've helped develop our strategic plan for the future. I'd also like to thank the members of the Planning Committee for all their efforts that go into running this fine organization and also the Annual Meeting Subcommittee for planning our annual meeting event. It's the work of many that makes all that we do and offer possible.

See you in March!

Bill Kurer, Washington County
V.A.L.U.E. in Local Government Chairperson



V.A.L.U.E. would like to welcome the following agencies that have joined our organization since February 2008.

- City of DePere**Joe Zegers
- Eau Claire Area School District**..... Scott Noffke
- School District of Menomonee Falls**.....Barbara Smith
Karl Laube
- School District of Rhinelander**Marta Kwiatowski
Dar Lau
- Western Technical College**..... Amy Schmidt
Diana Hanson
Janet Itnyre
- Wisconsin State Fair Park**..... Dawn Gurda
- Wood County**Jamie LaVigne

V.A.L.U.E. / WAPP ANNUAL MEETING
March 19-20, 2009
Crowne Plaza Milwaukee - Wauwatosa
10499 Innovation Drive
Wauwatosa, WI 53226

AGENDA

THURSDAY, MARCH 19, 2009

- 8:00 a.m. **REGISTRATION AND CONTINENTAL BREAKFAST** – Jean Kienzle, Supervisor of Purchasing/BO Manager, Elmbrook Schools
- 8:30 a.m. **GREETINGS AND INTRODUCTIONS** – Bill Kurer, CPPO, Purchasing Agent, Washington County
- 8:40 a.m. **V.A.L.U.E. ANNUAL BUSINESS MEETING** – Bill Kurer, CPPO, Purchasing Agent, Washington County
- New Member Recognition and Participation Awards - Jean Kienzle, Supervisor of Purchasing/BO Manager, Elmbrook Schools
 - Treasurer's Report – JoAnne Jacobson, Business Manager Secretary, Port Washington/Saukville School District
 - Election of Treasurer - Nominee: JoAnne Jacobson, Port Washington/Saukville School District
 - Election of Chairperson - Nominee: Bill Kurer, CPPO, Washington County
- 9:00 a.m. **V.A.L.U.E.'s STRATEGIC PLAN** – Bill Kurer, CPPO, Purchasing Agent, Washington County
- 9:15 a.m. **BID REPORTS** – V.A.L.U.E. CONTRACT LISTING *Included in Registration Folder*
- 9:45 a.m. **BREAK**
- 10:00 a.m. **BROADEN YOUR PURCHASING HORIZON WITH THESE HELPFUL CONTRACT OPPORTUNITIES**
- The Benefits of National Contracts. Presented by Robert Barwick, CPSM, CPPB, City of West Allis
 - US Communities – Katherine Abshire, Program Manager, U.S. Communities
 - Wisconsin Counties Association – Karen Bollinger, CPPB, Waukesha County
 - National Joint Powers Alliance (NJPA) – Jim Bembenek, City of Wauwatosa
 - National IPA – Bill Kurer, CPPO, Washington County
 - HGAC – Peggy Watson, Walworth County
 - WISCA – Vicki Nash, Waukesha County Technical College
- 11:00 a.m. **GSA CONTRACTS AVAILABLE FOR STATE AND LOCAL GOVERNMENTS**
Presented By: Ernest Love, GSA Customer Service Director
- 1122 Counter Drug Program
 - IT Cooperative Program
 - Disaster Recovery Purchasing Program
 - National Wildland Fire Program
 - Computers for Learning Program (CFL)
- 12:00 **NETWORKING LUNCHEON** – Crowne Plaza
- 1:00 p.m. **WAPP WELCOME AND INTRODUCTIONS** – Lyman Fuson, WAPP President, Senior Procurement Specialist, WI Dept of Administration, Bureau of Procurement
- 1:15 p.m. **STATE PROCUREMENT UPDATES** – Helen McCain, Director, State of Wisconsin DOA
- 1:45 p.m. **COOPERATIVE UPDATE** – Robert Anderson, WTCS Purchasing Consortium
- Municipal Electronic Bid Posting-DemandStar
 - Progress report from the Standards Group

- 2:00 p.m. **ARE YOU PREPARED FOR A MEDIA CRISIS?** –Presented by: Joe LaBarbera, President-LaBarbera Media Group, and formerly known as “Joe on the Go” from Fox 6 News
Joe will provide a lively and interactive session on how to deal with and react to the media in the midst of chaos.
- 4:00 p.m. **ADJOURNMENT**
- 4:00 p.m. WAPP Past Presidents Committee Meeting
- 5:30 p.m. **NETWORKING DINNER** – Innovation Restaurant, Crowne Plaza Hotel
- 12:00 **ADJOURNMENT – NETWORKING LUNCHEON** – Crowne Plaza

FRIDAY, MARCH 20, 2009

- 7:30 a.m. WAPP Co-op Committee & Standards Group Committee Meeting
- 8:00 a.m. **REGISTRATION AND CONTINENTAL BREAKFAST**
- 8:30 a.m. **HOW PREPARED ARE YOU TO HANDLE A DISASTER?** – Disaster Readiness Assessment and Open Discussion. Presented by: Robert Barwick, CPSM, CPPB, City of West Allis
- 8:45 a.m. **PREPAREDNESS IN WAUKESHA COUNTY** – Karen Bollinger, CPPB, Waukesha County
- 9:00 a.m. **PURCHASING’S ROLE IN AN EMERGENCY** – Lieutenant Kevin Williams, Emergency Management Director, Walworth County.
What mutual aid agreements should Purchasing enter into? What can other agencies such as the Red Cross can do for us?
- 9:30 a.m. **WHAT WOULD YOU DO IN AN EMERGENCY SITUATION?** – Breakout Sessions
How would Purchasing Departments prepare/react to various disaster scenarios? Breakout into groups to discuss Purchasing’s role in different emergency situations. Report from each group followed by discussion.
- Ice Storm
 - Airplane Crash
 - Epidemic
 - Tornado
 - Flooding
 - Power Outage
- 10:15 a.m. **BREAK**
- 10:30 a.m. **HOW CAN V.A.L.U.E and WAPP HELP YOUR AGENCY?** – Brainstorming Session to discuss what can be done to assist agencies in establishing their own Preparedness Program. Moderator – Bill Kurer, CPPO, Washington County.
- Training?
 - Contacts?
 - Information Source?
 - Discussion on the NIGP PREP Site and pre-event planning.
- 11:00 **WHAT IS NEW WITH NIGP CERTIFICATION** – Frank Draxler, City and County Eau Claire
- 11:30 **WAPP BUSINESS MEETING** – WAPP President, Lyman Fuson, WI DOA, Bureau of Procurement
- 12:00 **ADJOURNMENT – NETWORKING LUNCHEON** – Crowne Plaza

You are Cordially Invited to Attend the
V.A.L.U.E. Annual Meeting

WHEN: Thursday, March 19, 2009

TIME: 8:30 a.m. to 4:00 p.m.

WHERE: Crowne Plaza Hotel
10499 Innovation Drive, Wauwatosa

COST: \$30.00 per person includes continental breakfast & lunch

THEME: Be Prepared (for the unexpected)

Registration is requested by February 27, 2009

REGISTRATION FORM

Name: _____

Agency: _____

E-mail: _____

Continental Breakfast: _____ I will attend _____ I will not attend

Lunch Selection (choose one)

- ___ Chicken Mediterranean
- ___ Beef Roulade
- ___ Vegetable Quiche
- ___ I will not attend

REGISTRATION FEE: \$30.00

Make checks payable to WAPP. Send registration form and payment by February 27, 2009

Jean Kienzle, Supervisor of Purchasing
 School District of Elmbrook
 PO Box 1830
 Brookfield, WI 53008-1830

NO REFUNDS ALLOWED
your cancelled check is your receipt

If you have any questions, contact Jean Kienzle at 262-781-3030 ext 1141 or kienzlej@elmbrookschoools.org

If you cannot attend this meeting, please let us know why and fax this page to 414-302-8321.

BID CALENDAR UPDATES**Ammunition Bid Awarded**

The bid for ammunition has been awarded and all information is posted at the V.A.L.U.E. website, 2009 Member bid directory. If you missed out on this opportunity, all vendors have agreed to allow piggybacking. Remember, this is not a blanket agreement, therefore, if you wish to place orders using this bid, you should get them submitted as soon as possible.

3rd Annual JPMC User Group Conference

Waukesha County and JPMorgan Chase are sponsoring the 3rd annual user group conference on February 24th. Because attendance keeps growing, this year's event will be held at the Waukesha County Exposition Center. If you participate in this contract, you should plan on attending. It will give you an opportunity to learn new ideas for increasing your rebates, hear what others are doing with their program; learn about Enhanced Merchant and other reporting features and much more.

Office Supplies

As previously noted, the office supply contract expires at the end of this year. As the lead agency, Waukesha County will be surveying current participants to find out what they like and don't like about the contract, determine who will commit to electronic ordering and payment, what agencies purchase paper and/or toner, etc. Start thinking about what would make this contract even better than it is today and remember, commitment to the process is required to assure we receive the best pricing available.

Cindy Greco
Waukesha County

Bid No. 27004 for Shredding Services

Complete Shredding Services, LLC, the vendor who was awarded On-Site Document Shredding Services on last year's bid, has agreed to extend for an additional one-year period with all pricing, terms and conditions remaining the same.

Diane Knoll
Waukesha County

2009 VALUE Paper Bid

Unisource has been awarded the 2009 Value paper bid effective February 1, 2009.

Unisource contact information is as follows:

Unisource
Roger Adams
5355 S. Westridge Drive
New Berlin, WI 53151
800-779-2218 x5332

The complete Bid Tabulation has been posted on the VALUE website.

Laurie Dudley
Waukesha School District

Crack Sealant

The crack sealant bid has been awarded and the bid documents have been posted on the VALUE website. New this year, crack sealant will be bid out 3 times per year. Check the V.A.L.U.E. website for current pricing options.

Robert Barwick
City of West Allis

**V.A.L.U.E. MONTHLY PLANNING MEETING
MINUTES
1/21/2009**

Present:

Bill Kurer, JoAnne Jacobson, Amos Owens, Jean Kienzle, Robert Barwick, Karen Bollinger, Laurie Dudley, Jim Bembenek, Barb Weller, Diane Berndt, and Peggy Watson

Open Forum Discussion:

State bid for Impalas – Walworth County requested clarification on pricing for options listed. Each agency negotiates directly with the dealer, Ewald, Scott Kussow, for options and pricing.

Heavy Equipment Repairs – Walworth County was seeking advice on following a competitive process to get heavy equipment repaired quickly with limited vendors who are able to provide the service. Most entities have prequalified vendors and have contracted hourly rates. Vendor base may be more limited with proprietary parts.

Street & Sewer Castings, Neenah Foundry – The City of West Allis is having issues with delivery charges. There are limited sources for these products. The City of Milwaukee has a contract with Neenah Foundry for street & sewer castings. Diane Berndt will forward the information to Robert Barwick.

Motorola Two-Way Radio Batteries – The City of Milwaukee is having problems with North America Battery Corporation honoring warranties. Other members said they had the same issues with the Motorola batteries but have no problems with the current V.A.L.U.E. contract and the Honeywell batteries. Suggested that the City of Milwaukee check into the V.A.L.U.E. contract.

Strategic Planning:

The strategic plan was reviewed. It was suggested that the logo is printed on the document and that it is dated. There was discussion regarding listing "Volunteerism" as a weakness. This is not meant to be critical of current volunteers, but only to say that we need more volunteers. Robert Barwick and Barb Weller will update the document.

Motion by Robert Barwick to accept the strategic plan as presented; with the addition of the logo, date, and clarification of volunteerism as a weakness. Motion seconded by Jean Kienzle. Unanimously approved.

The strategic plan will be included in the packets distributed at the annual meeting.

Each monthly planning meeting will include time to focus on the goals and objectives of the strategic plan.

The Southern Wisconsin Association of Business Officials contacted Jean Kienzle and requested a presentation on V.A.L.U.E. at their upcoming meeting on February 13, 2009. Jean Kienzle and Cindy Greco will present.

Chris Hubbard has updated the V.A.L.U.E. website. Members may want to take a look and see how nicely everything is organized on the site.

Agency Contract Calendar for Possible V.A.L.U.E. Cooperative Bid Opportunities:

The V.A.L.U.E. Planning Committee is compiling a comprehensive list of agency contracts. The list was received by Peggy Watson, from Jim Bembenek, on January 19, 2009. Peggy will update and forward to Karen Bollinger by January 31, 2009.

Annual Meeting:

Registration information to be distributed within a week. Registrations will be due at the end of February. Robert Barwick and Barb Weller will prepare the folders distributed at the meeting. Bill Kurer will write an invitation to WAPP. Robert will contact Vicki Nash to confirm the menu choices and will forward the information to Jean Kienzle. Jim Bembenek will ask the mayor of Wauwatosa if he would be available for a short "Welcome". The agenda was reviewed. There will be some changes to the order of the agenda items; some slight time adjustments; and catchy titles will be added. Robert will update the agenda. He will email it to Bill Kurer, Diane Kelly, Peggy Watson, and Jean Kienzle for review. The agenda needs to be finalized within the next couple of days and will be done via email.

Contracts Listing:

Crack Sealer - Currently out for bid. It will be a four month contract.
Office Supplies – Cindy Greco will be sending out a questionnaire as the contract expires 12/31/2009.
Paper, Copy – Two bids were received. Laurie Dudley is reviewing.
Printer Cartridges - No response from other agencies; contract will have piggyback language.
Shredding Services – Contract has been extended until 2/11/2010.
Propane, Liquid – Currently out for bid.

New Business:

The City of West Allis will host the NIGP Webinar, "Everything You Wanted to Know About IT Purchasing But Were Afraid to Ask" on 2/19/2009. You can attend at no charge if you don't need continuing education credits. If you need the credits, please register on your own. Email Barb Weller or Robert Barwick if you plan to attend at West Allis.

The next meeting will be 2/18/2009 at the City of West Allis. The City of Milwaukee, Diane Berndt, will provide refreshments and take minutes.

Respectfully Submitted,
Peggy Watson



2008-2010 Exam Schedule

Beginning with the first testing window in Fall 2008, all UPPCC certification will be administered in Prometric's Professional Testing Network via computer. Examinations will be delivered daily, Monday thru Saturday at a time and location selected by the candidate within the more than 300 testing centers across the U.S. and Canada. Fall examinations will always be administered during the last full week in October. Spring examinations will always be administered during the first full week in May. Advanced application is required. Please see exam schedule and associated deadlines below.

***Note – Application submission deadline for the next testing period is February 2nd, 2009. The next testing session for the CPPB and CPPO exams will be May 4-9, 2009.**

	Fall Examinations	Spring Examinations
Application Submission Deadline	July 21, 2008	February 2, 2009
Application Submission Late Deadline	August 4, 2008	February 16, 2009
Exam Registration Deadline	September 15, 2008	March 30, 2009
Testing Dates	October 20-25, 2008	May 4-9, 2009
Application Submission Deadline	July 27, 2009	February 1, 2010
Application Submission Late Deadline	August 10, 2009	February 15, 2010
Exam Registration Deadline	September 21, 2009	March 29, 2010
Testing Dates	October 26-31, 2009	May 3-8, 2010

NIGP Code Webinars

New to the Code or do you have new buyers and department users that need to be brought up to speed on using the NIGP Code? This one hour live webinar will introduce the NIGP Code, how it is used, how to utilize the Living Code website and provides an avenue for live question and answer discussion with our staff. The price is \$135 per entity per session, discounts available for multiple sessions. Email the team at info@nigp.com for more information and to schedule.

**Contracting for Construction Services
2-day Course**

Procurement is no longer merely the sourcing agent for the materials and services necessary to support construction programs. Increasingly, purchasing agents must also shoulder the responsibilities of contract and program managers. What are the non-procurement functions, activities and policies associated with construction management that purchasing agents should be familiar with as their role expands?

This course examines the many processes and techniques that contribute to successful public works projects. Understanding how construction projects are initially defined and budgeted, the responsibilities of the project manager, major methods of construction, and how to select contractors is critical to every capital development program.

By defining terms that may be unique to infrastructure development and clarifying the many elements of the pre-, mid-, and post-construction phases, this course is essential to both beginning and experienced construction contract manager.

If your agency or chapter is interested in hosting this course, please email events@nigp.org or call Patrice Freeman at 800-367-6447 x276 or Michael Romero at 800-367-6447 x248.

Contracting for Construction Services textbook now available in the NIGP Bookstore. Authored by Wendell C. Lawthern, Ph.D., and John O. Adler, CPPO

**MONTHLY PLANNING
MEETING SCHEDULE**
Held at West Allis City Hall

April 15	August 19
May 20	September 16
June 17	October 21
July 15	December 9

Planning Committee:

Robert Barwick.....City of West Allis
 Jim Bembenek.....City of Wauwatosa
 Karen Bollinger..... Waukesha County
 Vera Butts.....Social Dev Commission
 Laurie DudleyWaukesha Schools
 Dawn Gurda Wi State Fair Park
 Roy Hartmann Washington County
 JoAnne Jacobson.....Pt Wash/Saukville
 Schools
 Lee Johnson Retired - City of West Allis
 Diane Kelly Racine County
 Jean Kienzle.....Elmbrook Schools
 Bill Kurer..... Washington County
 Diane Meredith-Berndt .. City of Milwaukee
 Victoria NashWCTC
 Peggy Watson Walworth County

Webmaster:
 Chris Hubbard

Membership:
 Jean KienzleElmbrook Schools

Newsletter Editor/Publisher:
 Barb WellerCity of West Allis

WEBSITES

V.A.L.U.E. in Local Government
www.value4gov.org

Wisconsin Association of Public Purchasers
www.wapp.org

National Institute of Governmental Purchasing, Inc.
www.nigp.org

Vendornet
vendornet.state.wi.us

V.A.L.U.E. Membership Information
 Send agency / member corrections or additions to:
bweller@ci.west-allis.wi.us
 414-302-8321 (fax)

2009 BID CALENDAR

Ambulance & EMS Billing/
 Collection Services . City of Wauwatosa
 Ammunition..... Waukesha Cty
 Batteries Waukesha Cty
 Copy Paper.....Waukesha Schools
 Crack Sealer..... City of West Allis
 Electronic Recycling Waukesha Cty
 Gasoline, Diesel, Fuel ... Waukesha Cty
 Office Supplies Waukesha Cty
 Procurement Card Waukesha Cty
 Printer
 Cartridges.....Moraine Park Tech Col
 Repair Clamps..... City of West Allis
 Shredding Services Waukesha Cty
 Vehicles, Law
 Enforcement Waukesha Cty
 Vehicles, Light Trucks
 & Automobiles Waukesha Cty



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**PO Box 14611
 West Allis, WI 53214**