



V.A.L.U.E. OF THE MONTH

April 2010

V.A.L.U.E. ANNUAL MEETING & WAPP SPRING CONFERENCE MARCH 11 -12 CROWN PLAZA HOTEL WAUWATOSA

The 1st Quarter V.A.L.U.E. / WAPP Meeting was once again a success. The agenda and attendance was very good. Included in the brief business meeting was a vote for the Chairperson and Treasurer positions. Bill Kurer, Washington County Purchasing Agent has accepted the position of Chairperson for his fourth term and JoAnne Jacobson from Port Washington / Saukville School District has once again accepted the nomination of Treasurer for the V.A.L.U.E. Group.

Participants learned about a wide variety of topics on Green Purchasing and what other Agency's are doing for Green Purchasing. Other topics discussed were updates on cost reducing V.A.L.U.E. Bids available to use, an update on the auto industry, recycled paper and energy conservation measures used by the City of Wauwatosa. Special thanks goes out to Kathleen Oestreich and the Milwaukee Metro Sewage District for allowing V.A.L.U.E. and WAPP members to tour the Jones Island facility where they learned about the sustainability initiatives of MMSD through a review of the MMSD Sustainability Policy and an Overview of Jones Island Reclamation Facility.

Also as part of the WAPP meeting membership approved the expenditure for a website module that will manage membership data and meetings, provide interactive communication among its members and facilitate payments for memberships and registrations. The NewLinear Group created the Chapter Manager software for many NIGP chapters from Miami to Seattle, Phoenix to Ontario (Canada) and now, Wisconsin.

The Chapter Manager was developed specifically to:

- Store and manage membership data, including membership history, payment detail, earned certifications and contact information.
- Schedule and track meeting information and registrations.
- Manage meetings and events
- Publish organization news, photos and event information.
- Facilitate member communication via the Member Connect list Serve.
- Assign and track member re-certification points.
- Accept online payments for memberships and events.

Additional information will be provided at the next WAPP meeting

V.A.L.U.E. MONTHLY PLANNING MEETING MINUTES FEBRUARY 18, 2010

Members Present: Bill Kurer, Washington County; Jim Bembenek, City of Wauwatosa; Robert Barwick, City of West Allis; Winona Marshall, City of Milwaukee; Vera Butts, Social Development Commission; Jean Kienzle, Elmbrook Schools; Dawn Gurda, State Fair; Karen Bollinger, Waukesha County; Laurie Dudley, Waukesha School District; Vicky Nash, Waukesha County Technical College; and Peggy Watson, Walworth County.

Common Solutions/Open Forum

Discussion: Walworth County wants to buy night scopes from the GSA schedule 1122. Peggy Watson stated the county had received a letter of approval from Helen McCain to purchase from the schedule in February 2008. Peggy was wondering if the county needed another letter from Helen to complete the current purchase. The consensus of the group was that if the vendor was willing to offer terms, conditions, and pricing of schedule 1122, the county would not need to obtain additional approval from Helen McCain.

Chuck Birringer of Moraine Park Technical College had contacted Bill Kurer regarding a numbering system for V.A.L.U.E. contracts so they can be easily referred to in agreements with vendors. V.A.L.U.E. will not initiate its own numbering system, but lead agencies are asked to make sure

every contract has some type of a bid or contract number associated with them for reference as needed even if it is their own numbering system.

Ongoing/Unfinished Business

Update on Disaster Situations:

Karen Bollinger is working on adding potential vendors to the list of vendors to contact during disaster situations.

2010 Annual Meeting: To avoid confusion, Jean Kienzle requested that future agenda publications clearly indicate that the evening Networking Dinner is “on your own”.

Karen Bollinger reported that WAPP would like the name tags updated to include certifications. Karen has a list of current WAPP members and their certifications. She will forward the list to Robert Barwick, who will print the updated name tags.

Jean Kienzle will confirm that the podium and screen will be provided by the Crowne Plaza. Robert Barwick is bringing a laptop, projector, and microphones.

Let Jean Kienzle know if invited speakers are staying for lunch.

Laurie Dudley has confirmed transportation for the Jones Island tour with Wisconsin Coach Lines.

Paula Levin, Delta Institute, has confirmed attendance.

Helen McCain has not confirmed attendance. Peggy Watson will contact her.

Bill Kurer reminded those present to invite non-member local municipalities to attend the annual meeting. Laurie Dudley asked if a notice was broadcast to school Business Managers. Jean Kienzle will electronically distribute the agenda to school Business Managers.

Karen Bollinger reported the Town of Wayne, Washington County, is interested in the recycling contract. A representative from the DNR will also be present to talk about recycling at the annual meeting.

Jean Kienzle will provide a list of new members and/or first time attendees to Bill Kurer.

Kathy Oestreich, Milwaukee Metro Sewerage District, has everything arranged from her end for the Jones Island tour. Please let her know if there is anything else she needs to do.

Strategic Planning: Bill Kurer asked everyone to keep working on the items currently in progress. The group will review and pick up additional tasks after the annual meeting.

Bid Reports/Updates:

Copy Paper: Contract has been extended with price decrease.

Crack Sealer: Crack sealant was re-bid with some price increases and some decreases. Robert Barwick anticipates an increase in the cost of rubber and recommends buying crack sealer, for the entire year, now.

Repair Clamps: Current contract expires in June. Robert Barwick will conduct market research. The outcome will determine if the contract will be extended or re-bid.

Recycling Computers & Electronics: Bid award will be ready by the March meeting. There is a lot of vendor interest.

Shredding Services: Jean Kienzle has not heard from the new vendor, Piranha Paper Shredding, yet. Karen Bollinger will follow up.

Vehicles: Due to the many changes in size, Waukesha County is considering hosting a “vehicle rodeo” for cars, vans, cross-overs, and law enforcement vehicles. The rodeo may be held at Ewald

Automotive Group in Oconomowoc. The rodeo is tentatively planned for May or June. This would be an opportunity for agencies to view and inspect, not drive, vehicles. Karen will share information on the rodeo as it becomes available.

New Bid Opportunities:

None reported.

New Business/Other Topics:

Annual Meeting Further Discussion – City of West Allis will prepare the folders for the meeting. The folders will include the new brochures and welcome packet. Robert Barwick will update the agenda for inclusion in the folder.

Other – Robert Barwick shared information from the Institute for Supply Management, Milwaukee (ISM-M) regarding “Social Networking”. Many organizations are communicating with LinkedIn and Tweeter rather than e-mail. Robert will send a link to a short video on this topic. Meeting Adjourned.

Peggy Watson
Walworth County



2-WAY BATTERIES

Bid No. VAL28014 for Motorola & Honeywell 2-Way Radio Batteries

Bear Communications, the vendor awarded Groups 1 and 2 for 2-Way Radio Batteries, and Global Technology Systems, the vendor who was awarded Group 3, on Bid VAL28014, have each agreed to extend for the third and final year of this agreement. All pricing, terms and conditions remain the same through 5/31/11.

Should you have any questions, please do not hesitate to contact me at 262-896-8035 or via e-mail at dknoll@waukeshacounty.gov.



Our members expressed an interest in learning more about *Specification Writing*, so we created this upcoming **Specification Series of Webinars** just for you. Whether you are a beginner or want to enhance your spec writing skills, this series may be just what you need. No travel is required and all you need is a computer and a phone. We hope you'll [register today](#) and take advantage of this online learning experience.

Upcoming Specification Series Webinars:

- [April 14 - The Ins and Outs of Specifications](#)
- [May 4 - Writing Specifications that Result in Competition](#)
- [May 18 - Using Resources to Develop Specifications](#)

Typically scheduled near mid-day over lunch, a Webinar includes 60-70 minutes of training followed by a Q/A session. Registrants receive a certificate of completion and one contact hour for verified attendance.

For registration questions, contact Ryan Swink at rswink@nigp.org or call 800-367-6447 x227. For general questions, email distancelearning@nigp.org.

Look for more themed Webinars in the near future, if you have topic suggestions, email dgroat@nigp.org

GOING GREEN

V.A.L.U.E. Agencies Are Going Green

Local governments have become a leading front in efforts to preserve our natural environment, reduce energy use, and protect our climate. They are looking for ways to reduce energy use, reduce their carbon footprint and preserve natural spaces and resources. Here is a list of "Green" products and ideas that are currently being used by members of V.A.L.U.E. in Local Government. What is your agency doing to help green your workspace?

- * Duplex Printing
- * Turn off screen savers
- * Energy efficient printers
- * Install LED lighting
- * Less salt on roadways
- * Remfg print cartridges
- * Energy efficient boilers
- * Corn made utensils
- * Replace windows
- * Waste oil burners
- * Water saver toilets
- * LED holiday lights
- * Hybrid vehicles
- * Solar panels
- * Recycle anti-freeze
- * Replace lighting
- * Green office products
- * Thermal heating for pools
- * Refurbishing furniture
- * Thorox ice melter
- * Recycled copy paper
- * Energy Star appliances
- * Solar heaters
- * Hydrogen fleet vehicles
- * Solar trackers
- * LEED building standards
- * Motor sensors

Green Purchasing Program

- 1. Assemble a "Green" Team**
 - Identify key players and other resources
 - Assign responsibilities
 - Get input early from end-users and other stakeholders
 - Get support from the top
- 2. Establish a process for working together**
 - Create a timeline, budget and meeting schedule
- 3. Define the scope of the EPP initiative**
 - Target environmental problems to solve under the program
 - Review existing policy drivers and practices
- 4. Prioritize contracts to change**
 - Look for products with greatest impact or low-hanging fruit
 - Determine contract re-bid schedule
- 5. Research environmentally preferable alternatives**
 - Evaluate availability, price, environmental attributes and performance of potential substitutes
 - Conduct pilot tests, if desirable or necessary
- 6. Revise bid specifications**
 - Educate and get feedback from vendors about "specs"
 - Develop contract language for information disclosure, product take-back, packaging requirements, development of environmental activities and plans, etc.
- 7. Evaluate bids**
 - Assess both mandatory requirements and desirable attributes
 - Issue new contracts
- 8. Advertise the availability of environmentally preferable products on new contracts**
 - Educate using web sites, "list serves", purchasing bulletins, EPP guides
 - Publicize through Cooperative Purchasing Programs
 - Inform end-users about existing environmental policies and goals
 - Encourage vendors to educate and market environmental goods and services
- 9. Get feedback from end-users**
 - Address problems as soon as they arise
- 10. Track and publicize successes**
 - Quantify economic and environmental benefits
 - Celebrate and reward participants!
 - Identify obstacles and additional work to be done

Robert Barwick
City of West Allis



V.A.L.U.E. IN LOCAL GOVERNMENT
Cooperative Purchasing Program
Of Southeastern Wisconsin
www.value4gov.org

Monthly Planning Meeting
Thursday, April 21, 2010
8:30 AM – 10:30 AM, West Allis City Hall
7525 W Greenfield Avenue, Council Chambers
West Allis WI 53214
Phone: 414-302-8300
(Refreshments & Meeting Minutes Karen Bollinger)

Agenda

- I. Common Solutions/Open Forum Discussion** (Learn from your peers or bring an issue you'd like to discuss)
- II. Ongoing/Unfinished Business**
 - A. Update on Disaster Situations – Bill, Roy, Peggy, Karen & Dawn
 - 1. Feedback & review of 2010 annual meeting
 - a. Follow-up required?
 - 2. Ideas for 2011 annual meeting
 - B. Strategic Planning
 - 1. Implementation of Strategic Action Items
 - a. Review status sheet/next items to work on
- III. Bid Reports/Updates**
 - A. Review V.A.L.U.E. Contracts Listing for updates and discussion items
 - B. New Bid Opportunities
- IV. New Business**
- V. Adjournment**

Future Meetings – Date/Location/Refreshments & Minutes

May 19, 2010 City of West Allis Laurie Dudley	June 16, 2010 City of West Allis Bill Kurer	July 21, 2010 City of West Allis Vera Butts	August 18, 2010 City of West Allis Jim Bembenek	September 15, 2010 City of West Allis Dawn Gurda
October 20, 2010 City of West Allis Vicky Nash	November 17, 2010 City of West Allis Diane Kelly	December 15, 2010 City of West Allis Winona Marshall	January 19, 2011 City of West Allis Peggy Watson	February 16, 2011 City of West Allis Karen Bollinger
March 10-11, 2011 Annual Meeting				