



V.A.L.U.E. OF THE MONTH DECEMBER 2008



Ammunition - Back by Popular Demand

I have had many agencies ask me to reconsider doing the ammunition bid for 2009. My initial market research was based on the way we had been doing this bid in the past; i.e. setting it up as a blanket agreement to order as needed throughout the course of the year. That was causing vendors issues in terms of holding pricing and committing to delivery times. I revisited the market and determined that if we make this bid a one time bid; i.e. bid, award, order and then close it, we could obtain some savings by doing a combined bid. Therefore, I will be sending out a requirements form sometime next month probably for you to get your requirements in. I will bid it probably in December and note that ALL ORDERS WILL BE PLACED BY 1/30/09. If you are able to place your orders by then, you are welcome to participate. Again, more information will be forthcoming.

Cindy Greco, Principal Buyer
Waukesha County Dept. of Administration
Risk/Purchasing Division
262/548-7889
262/548-7668 (fax)

V.A.L.U.E. to Vote on Leadership Positions

Members of V.A.L.U.E. in Local Government that are in attendance at the annual business meeting on March 19th and 20th will have the opportunity to vote for Chairperson and Treasurer of the V.A.L.U.E. Planning Committee. Bill Kurer, Washington County, has held the Chairperson position for the past year, and JoAnne Jacobson, Port Washington / Saukville School District, has held the position of Treasurer for the past 6 years. Both have announced their desire to continue serving the V.A.L.U.E. membership in their respective positions. However, if you or another V.A.L.U.E. member would like to serve in either the Chairperson or Treasurer's position, you must enter a written petition for nomination to the Planning Committee by February 19, 2008 so that you can be included on the ballot for the March 19th, 2008 election.

The Chairperson and Treasurer of the Planning Committee shall serve as an officer of V.A.L.U.E. for a one (1) year term, but may be elected or appointed to serve more than one term.

The duties of the Chairperson include:

- Responsible for adhering to V.A.L.U.E.'s policies and by-laws.
- Appoint a Vice-Chairperson
- Establish committees and project managers to carry forth the purposes of V.A.L.U.E.
- Develop monthly Planning Committee meeting agendas.

The duties of the Treasurer include:

- Shall have charge of all funds and assets of V.A.L.U.E.
- Prepare an annual report of the fiscal activities of V.A.L.U.E.
- Responsible for maintaining all financial records of V.A.L.U.E.



Revisiting Specifications and Bids

Presenter: Eileen R. Youens
Date/Time: Tuesday, December 16, 2008
12:00 – 1:30 PM

Who Should Attend: State and local government purchasers with less than 5 years of experience, and anyone looking to improve their bid specifications.

Course Objectives: This course will help you identify common problems in specifications through a critical review of real examples from state and local government procurement documents. You will also learn how to avoid those problems by drafting specifications that encourage responsive bids from responsible bidders.

Registration Deadline: Wednesday, Dec. 10, 5:00

Me thinks thou doth protest too much!" – A Guide to Effective Protest Management

Presenter: Melinda J. Copeland &
John E. Schmidt
Date/Time: Thursday, December 18, 2008
12:00 – 1:30 PM

Who Should Attend: Contract administrators or anyone looking to improve their contract administration skills.

Course Objectives: This course will view specification and award protests from the perspective of both vendors and purchasing staff. It will discuss ways to avoid pitfalls that could lead to protests and undermine contract awards. It will identify the types of protests that can be viable and help identify protest issues that are counter-productive. In the end, it will help vendors be better equipped to make practical decisions regarding when and on what basis to protest. The course will also help procurement officials avoid protest through proper specification drafts and process management. Finally, the course will address the practical aspects of presenting and responding to protests.

Registration Deadline: Friday, December 12 at 5:00

For more information on these webinars go to:
<http://www.nigp.org/educate/outline/WEBINAR.htm>

Registration fees are \$75 for members. Contact Vera Butts at vbutts@cr-sdc.org if you are interested in attending either of these webinars.



V.A.L.U.E. Monthly Planning Meeting Minutes October 15, 2008

Submitted by: Vicky Nash, WCTC

Attendees – Karen Bollinger, Vicky Nash, Diane Berndt, JoAnne Jacobson, Laurie Dudley, Jim Bembenek, Bob Barwick, Bill Kurer.

- Karen reviewed the contract listing and mentioned Chuck Birringer has a bid out for toners and printer maintenance. P-card was extended till Feb 2011, vehicles, light trucks and autos is not being bid. Go to V.A.L.U.E. site to participate. Milw. Co. awarded hot/cold patch to Wolf Paving if anyone wants to piggyback.
- Bill mentioned our next strategic planning meeting will be Oct. 28th at Tosa, this is most likely our last meeting to finalize everything, and present at annual mtg.

REVIEW OF ANNUAL MEETING AGENDA

- Nominations were made for Chairperson and Treasurer, Bill Kurer and JoAnne Jacobson respectively. Both have accepted these nominations, voting will take place at annual meeting. Any others interested in nominating someone should do so at least 30 days before voting. **Roy will be making an announcement in the upcoming newsletters.**
- Bid Reports - it was discussed that the contract list would be discussed and provided as a handout.
- There was much discussion over the Power and Value of Contract Purchasing. Robert will visit some of the sites and see which ones would have potential to share and also whether reps could come to speak, the point was raised if this would be appropriate or if just doing a presentation would be better. It was decided to review this information and the sites at the November 12th Webinar, which will discuss GSA and local disaster recovery. More information on that webinar to follow, it is scheduled to be held at WCTC, watch the newsletter for more info.
- Helen McCain has not confirmed for the meeting yet, and Linda Dupuis needs her title to be updated on the agenda as she is now at UWGB.
- For the Friday morning slot for "we've been there" it was discussed to reach out to the Lake Delton municipalities for input, and also, Waukesha Count will present something either Cindy or Karen.
- The budget for the meeting was reviewed and discussed.



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

www.value4gov.org

Monthly Planning Meeting
Wednesday, December 10, 2008
9:30 AM – 11:30 AM, West Allis City Hall
7525 W Greenfield Avenue
West Allis WI 53214, Room 128
Phone: 414-302-8300
(Refreshments & Meeting Minutes by Bill Kurer)

Agenda

- I. **Common Solutions/Open Forum Discussion** (Learn from your peers or bring an issue you'd like to discuss)
- II. **Bid Reports/Updates**
 - A. Review V.A.L.U.E. Contracts Listing for updates and discussion items
 - B. Update on Bid Calendar Routing
 - C. Update on ideas for new bid opportunities
 1. Safety Supplies (address after Strat Plan is complete)
 2. Employee Recognition Awards (Lead Agency – MPTC – this fall)
 3. Toner Cartridges/Printer Servicing/Cartridge Recycling Bid (Lead Agency – MPTC - commitment form is out.
 4. Hot/Cold Patch (Milwaukee County will be a piggyback bid to start)
 5. City of Green Bay – possibly doing a bid on Gear for Fire Departments (boots, gloves, helmets). Watch for information to come.
- III. **Unfinished Business**
 - A. Strategic Planning
 1. Review/Discuss/Finalize
 - B. Annual Meeting 2009 – March 19 & 20, 2009
 1. Meeting Location: Crowne Plaza Hwy 100 & Watertown Plank Road, Wauwatosa
 2. Update from Subcommittee
 1. Agenda Review
 2. Joe LaBarbera confirmed for 3/19 (2:00 – 4:00 PM)
 3. Theme: Are You Prepared?
- IV. **New Business**
- V. **Adjournment**

Future Meetings – Date/Location/Refreshments & Minutes

January 21, 2009	February 18, 2009	March 19 & 20, 2009	April 15, 2009
City of West Allis	City of West Allis	City of West Allis	City of West Allis
Peggy Watson	Diane Berndt	Annual Meeting Crowne Plaza, Wauwatosa	Diane Kelly