



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

JULY 2008

WHAT DOES VALUE MEAN TO YOU?

My story is probably a little different than most of the others that I've heard from V.A.L.U.E. members. Most individuals ended up in purchasing with no purchasing experience and no one to really help them figure it out. I was much luckier than those individuals because when I started as a purchasing agent for the City of Milwaukee, I also had no purchasing experience, but I did have a purchasing director who was a wealth of knowledge about public purchasing and was able to mentor me and answer my questions – and believe me, I had a lot questions.

What wasn't so lucky is that I came to purchasing shortly after the department went through a major downsizing. Purchasing went from 31 employees to 11. Of those 11 employees, only four are purchasing agents responsible for procuring goods and services for City departments. That may sound like an adequate number to some agencies, but given that we process approximately 800 bids and proposals totaling about \$90 million annually, four purchasing agents didn't seem like nearly enough.

What we needed at that point in time was a way to be more efficient and do more with less. That's where V.A.L.U.E. came in. The City had always participated to some extent in V.A.L.U.E., but now we needed to work even smarter. We didn't need to duplicate our efforts for things that were already out there. I learned quickly about the value of V.A.L.U.E. contracts.

I also began attending the annual V.A.L.U.E. meetings held in March. It was a way for me to meet other purchasing professionals and gain insight into other aspects of purchasing. At first, it was intimidating to go to these meetings and sit in a room with people who seemed to know way more about purchasing than I did. But, over the years, I've learned that none of us has all of the answers. Every day brings something different and things come up that I've never encountered before even after being in public procurement for 11 years. V.A.L.U.E. provides a network of people who have had similar experiences that I can draw on and learn from.

Just recently, I became a member of the V.A.L.U.E. planning committee, due to the retirement of our previous representative. While it's sometimes hard to break away from the office for a couple of hours to attend these meetings, I find that sometimes a change of scenery helps clear my mind and I always come back with new information that I can put to use. I've also gotten to know my counterparts in other cities, counties and government agencies and find the camaraderie of this group of great value to me!

Diane Meredith-Berndt
City of Milwaukee

Universal Public Purchasing Certification Council (UPPCC) Certification



Certification is the process by which the public purchaser demonstrates a standard of competency for the benefit of the public. Certification reflects achievement of established professional standards and a competency for those engaged in governmental purchasing, and attests to the purchaser's ability to obtain maximum value for the taxpayer's dollar.

This designation communicates to the taxpayer that the public employee who manages tax dollars has reached a specific level of education and experience and is knowledgeable about government purchasing.

This past month, Diane Knoll, CPPB, Sr. Buyer for Waukesha County, and a lead agent for V.A.L.U.E., participated in certification testing and passed. Diane is now part of an elite group of public purchasers in Wisconsin who have earned their UPPCC certification and our congratulations.

Up Coming Certification Deadline

Earn your **Certified Professional Public Buyer (CPPB)** and/or **Certified Public Purchasing Officer (CPPO)** certification and make your mark.

The application deadline for fall 2008 testing window is rapidly approaching. **Submit your application for certification by Monday, July 21** for the October 20-25, 2008 testing period.

"... One way that the public can trust that their dollars are being spent in an appropriate manner is by being sure that the procurement professional has achieved the premier professional certification of CPPO or CPPB. These professional credentials are the only two that have been developed solely by and for the government procurement professional..."

Kirk W. Buffington, CPPO, C.P.M., MBA
NIGP President, 2008-2009
Director of Procurement Services
City of Fort Lauderdale, FL

To learn more about how you too can earn your CPPO or CPPB certification, visit the UPPCC website: <http://www.uppcc.org/>



V.A.L.U.E. MONTHLY PLANNING MEETING MINUTES

June 18, 2008

Attending: Robert Barwick, Jim Bembenek, Diane Berndt, Vera Butts, Laurie Dudley, Roy Hartmann, Dawn Gurda, Jean Kienzle, Bill Kurer

Kudos to Diane Kelly for her great article for the Newsletter.

Bid Reports/Updates

Review V.A.L.U.E. Contracts listing for updates and discussion items.

- **Filters, HVAC**—no report
- **Plow Blades**—information will be forthcoming
- **Recycling, Computers & Electronics**—the document is being assembled and will be posted to the website for review. Is anyone

interested in participating as an evaluator as this is an RFP—please contact Karen Bollinger @ Waukesha County

- **Safety Supplies**—A workgroup will be established to work on this bid. It will be set up similar to the Office Supplies Bid. Agencies who have volunteered to be on the Workgroup are: Washington County, Port Washington/Saukville School District, Racine County & City of West Allis. It was suggested that the Workgroup meet with Cindy Greco to discuss her procedures in regards to the Office Supplies Bid, as this bid is a great example of how a V.A.L.U.E. Bid should be handled.
- **Hot/Cold Patch, Fuel, Lubes**—these items are more volatile as the pricing is market-driven and there is the issue of delivery charges. A possible option would be to create a spreadsheet with the listing of items and vendors. Each week the vendors would be allowed to update their pricing information. In general, this would provide a resource for all VALUE members to be able to compare pricing. Will consider doing a pilot project.
- **Employee Recognition Gifts**—Several agencies stated that they would be interested in participating in a VALUE Bid. Chuck Birringer of Moraine Park Technical College would send out this bid as a cooperative bid in late summer or early fall. Chuck should contact Barb Weller for the specifics on how to disseminate this information to VALUE members.
- **Copy Paper**—this bid has been awarded. Order forms developed by both Midland Paper & Unisource will be posted on the Website. Agencies should establish accounts with these companies if they are planning to buy off this bid.
- **Sign Blanks/Posts**—has the City of Milwaukee put this out for bid, extended the current bid?

New Bid Ideas—update on responses from Follow-Up Survey

- **Hand & Power Tools**—members agreed that the current State Contracts with Grainger provides sufficient discounts
- **Toner Cartridges**
 - Chuck Birringer from Moraine Park Technical College will be the Lead Agency for this bid
 - Milwaukee County has a bid for OEM & refurbished
- **Food Service**
- **Health Care Professional Services**
- **Inmate Phone systems**

Meeting Minutes Continued...

Strategic Planning Update

- The committee is working on revising the Mission & Vision statement
- SWAT Analysis has been completed
- Next Meeting: July 8th @ City of Wauwatosa from 8:30 am-noon

Annual Meeting

- Annual Meeting will be held on March 19-20, 2009, location TBD

New Business

- Look into the purchase of a wireless/lapel microphone for meetings & presentations
- New Vendor for State Medical Supplies Bid— McKesson (Minnesota)

Adjournment

Minutes by: Jean Kienzle
School District of Elmbrook



UPCOMING NIGP COURSES

Your Top Ten Tips for Good Specification!

Presenter: Robin J. Rickard, CPPO

Date/Time: Tuesday, July 22, 2008
Noon – 1:30 PM

Who Should Attend: This class will benefit:

- ❖ Experienced buyer by serving as a reminder or refresher course on paying attention to the finer points of specification writing.
- ❖ Newer buyer who needs direction and assistance in getting specifications done with the right attention to details.
- ❖ Project managers or other end-users who will have a role in specification development.

Registration Deadline: Wednesday, July 16, 2008, 5:00 PM

Foundation of a Good Procurement Program

Presenter: Don Buffum, CPPO

Date/Time: Tuesday, July 29, 2008
12:45 – 2:15 PM

Who Should Attend: Anyone interested in improving their procurement program.

Registration Deadline: Friday, July 18, 2008

Building The Best RFP Review Committee

July 29, 2008 3:30 PM ET

Presenter: Mike Bevis, CPPO, C.P.M., PMP

This Webinar will include:

- The selection of an RFP committee that can add real value to the delivery of services to the public.
- Identifying the characteristics of both good and bad committee members.
- Applying team-building tools to make the most of the teams they have.

Registration ends Friday, July 18th

<http://www.nigp.org/educate/WebRFPCComm.htm>

More Educational Opportunities



Webinar- Keys to Understanding Cooperative

Contracts

Presenter: Mike Hajek –Nat'l Joint Powers Alliance

Date/Time: Tuesday, July 15, 2008 @ 12n –1:30pm

Where: City of West Allis City Hall, Room G10

Call: Robert Barwick, CPPB, CPSM, 414-302-8303
for more information, directions, and to RSVP.

Webinar – Controlling Purchasing Card Risks

Presenter: Richard J. Palmer, Eastern Ill. University

Date/Time: Thursday, July 24, 2008 @ 12n – 1:30pm

Where: Milwaukee County Procurement Offices

Call: Diane Green, 414-223-8114 for more information, directions, and to RSVP.



Monthly Planning Meeting

Wednesday, July 16, 2008

8:30 AM - 10:30 AM, West Allis City Hall

7525 W Greenfield Avenue

West Allis WI 53214

Room - 128

Phone: 414-302-8300

(Refreshments & Meeting Minutes by Dawn Gurda)

Agenda

- I. Bid Reports/Updates
 - A. Review V.A.L.U.E. Contracts Listing for updates and discussion items
 - B. Update on ideas for new bid opportunities
 1. Safety Supplies
 2. Employee Recognition Awards (Lead Agency - MPTC)
 3. Toner Cartridges (Lead Agency - MPTC will this include printer servicing?)
 4. Recycling of ink cartridges? (MSTC?)
 5. Hot/Cold Patch (Milwaukee County?)
 6. Fuel/Lubes?
- II. Unfinished Business
 - A. Strategic Planning
 1. Update
 - B. Annual Meeting 2009 - March 19 & 20, 2009
 1. Meeting Location
 2. Update from Subcommittee
 3. Possible theme (Be Prepared)
- III. New Business
- IV. Other Topics
- V. Common Solutions
- VI. Adjournment

Future Meetings – Date/Location/Refreshments & Minutes

August 20, 2008
City of West Allis
Laurie Dudley

September 17, 2008
City of West Allis
Jim Bembenek

October 15, 2008
City of West Allis
Vicky Nash

Dec. 10, 2008
City of West Allis
Diane Meredith-Berndt

January 21, 2009
City of West Allis
Peggy Watson

February 18, 2009
City of West Allis
Bill Kurer

March 19 & 20, 2009
Annual Meeting
Location TBD