



V.A.L.U.E. OF THE MONTH July 2011



CONGRATULATIONS LBJ (LOW BID JIM) ON YOUR RETIREMENT!

Jim Bembenek, Purchasing Manager of the City of Wauwatosa will be retiring this year at the end of July. Jim has offered a great deal to our organization over the years, which include being one of our founding Fathers! Jim's perspective on public bidding issues will be missed along with his sense of humor as well. If you have a chance, please drop Jim a note of congratulations on his upcoming retirement.

Compared to Jim, I'm relatively new to V.A.L.U.E. so I needed a little help in going back in time to reflect on Jim's involvement with V.A.L.U.E. I asked Lee Johnson, who worked shoulder to shoulder with Jim going back to when the V.A.L.U.E. organization was first started, to provide some history in working with Jim through the years. Lee provided us with his thoughts in the following letter to Jim.

Thanks Lee for your help and thanks again Jim for all you've done for and with V.A.L.U.E. and its members, your insight, professionalism and sense of humor will certainly be missed. You truly are a legendary figure for our group! Hopefully we will still hear from you from time to time and see you at our functions, as you are able to attend!

Congratulations Jim, I and all of our membership sincerely wish you and your wife the best in your retirement years!

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

It has been a great pleasure having been associated with you all of these years through V.A.L.U.E. In Local Government, the Wisconsin Association of Public Purchasers and mutual support between the Cities of Wauwatosa and West Allis. Your focused dedication to the best interests of the City of Wauwatosa and unwavering professionalism has been an example for all of us in the public sector. I have personally benefited from your insights into the complexities mobile telecom alternatives – I am sure that your “institutional knowledge” of these and many other facets of local government will be greatly missed. Your concept of “Cost less 10%” as an opening negotiation strategy is unique and is an effective icebreaker.

I have very fond memories of the success we had as a team forming V.A.L.U.E. Our small group worked very hard for several years organizing structures to allow our agencies to “reduce cost without reducing services”. Your participation is an important key to its continuing success, but the real reward was the opportunity to work closely with our colleagues while getting to network with each other in a new way.

You have seen the change from dial phones and electric typewriters to word processors, fax machines, personal computers the internet and cloud computing. You have gone through material outages, hyperinflation, energy price escalation, empty salt sheds and critical shortages of fuel for emergency equipment. It was an interesting time with challenges that were capably handled by people like you for the benefit of our communities. I wish you good health for you and your family and joy in retirement.

Lee Johnson
City of West Allis, Retired



DISASTER VENDOR LIST – UPDATE

As you may recall from reading the Planning Committee Meeting Minutes and discussions at past annual meetings, V.A.L.U.E. has been working on a Disaster Vendor Resource List for members to use in times of emergencies or disasters. I'm happy to report that this project is moving forward thanks to a partnership between V.A.L.U.E., the SE Wisconsin Emergency Management Group (SEWEM) and the Office of Justice Assistance (OJA).

With funding from OJA, a three-year pilot program is being initiated to set up and maintain a V.A.L.U.E. Business Resource Registry (VALUEBRR) to accumulate a database of vendors for emergency resources in a time of need. The State of Wisconsin has engaged The Aidmatrix Foundation, a disaster relief organization with national and worldwide recognition, to produce and deploy a technology solution that allows individuals active in procurement and emergency management to access this information. The VALUEBRR Group will work with Aidmatrix to define requirements and data needs within the SE Wisconsin community to develop the pilot program, which hopefully can be continued well after the three-year test fund.

As this program develops, updates will appear from time to time in the newsletter. A number of people have graciously volunteered to be a part of the VALUEBRR Group and Diane Kelly from Racine County has agreed to take the lead for V.A.L.U.E. Thank you Diane and thanks to our volunteers Nick Cramer, Walworth County and Cindy Matz, City of Milwaukee for your interest in seeing this project through! We have a solid team in place to work with the SE Wisconsin Emergency Management Group and OJA, which will make this effort successful!

Stay tuned for more updates on this as information becomes available.

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

COOPERATIVE PURCHASING IN A BUDGET CRISIS

*Jun 1, 2010 12:00 PM, By Don Olson, GovPro Media,
www.GovPro.com*

Cooperative purchasing has been around for decades and remains a golden opportunity for purchasing managers to add value to an organization.

During my last five years in public purchasing, our annual budget planning meeting usually began this way: "We need to look in every department for a reduction in expenses. There is no alternative but to freeze hiring, and we need to find a more efficient method of doing business in all departments." Inventories would be reduced, which meant purchasing needed to find a way to turn around the solicitation process quickly. With fewer employees doing the same amount of work in every department, there was no time to write elaborate specifications for each solicitation. At the same time, we did not want to sacrifice quality of the items we bought and needed to find a way to lower our purchase prices.

It is a golden opportunity to react positively to the budget pressure by utilizing the proven and effective method of cooperative purchasing.

As purchasing manager, both my staff and I were constantly looking for opportunities to lower our prices and save staff time. We began to explore and use contracts authored by other government entities at the national and local levels. We did not sacrifice quality but saved precious dollars in the budget and eliminated the time-consuming task of managing vendor protests.

The practice of using contracts that have already been competitively quoted and are being used by several government entities can increase purchasing volume and result in lower prices. At the same time, cooperative purchasing will reduce the solicitation time and bring the product to the doorstep of your end-user sooner.

The first step is to gain knowledge and experience working with purchasing cooperatives such as U.S. Communities, Western States Contracting Alliance and HGACBuy, to name a few (for many more, Google "government cooperative purchasing"). The next step is to become a leader in your area by contacting surrounding counties, school districts or states to aggregate volumes for the same commodity or service on a more local scale.

There is no better time than now, given our current economic crisis, to jump on the bandwagon or to become a leader in your geographical area.

About the author

Don Olson, president, Professional Purchasing Services LLC, retired after 10 years as purchasing manager for the Metropolitan Airports Commission at the Minneapolis/St. Paul International Airport and 28 years with the State of Minnesota as senior buyer and acquisition management specialist.

Submitted by:
Robert Barwick
City of West Allis



The RFP Process: Achieving a Successful Services Contract for Your Agency

Pricing: \$75 Members / \$105 Non-Members

Date and time: August 11, 2011, 12 PM -1:30 PM

Presented by: Joyce D. Foster, CPPO, CPPB

Registration Deadline: August 10, 2011, 5:00 PM ET

- **All skill levels.** Are you faced with the challenge of preparing a solicitation that will result in a successful services contract for your agency? This session provides an overview of the Request for Proposals (RFP) planning process; outlines the main parts of the RFP solicitation document; and identifies important elements of the RFP that are critical to a successful services contract.

At the end of this Webinar, students will be able to:

- Describe the RFP Planning Process for Contracted Services
- List the four (4) main parts of the RFP outline
- Identify the critical elements that should be included in the RFP document for a successful services contract



NIGP CERTIFICATION: ARE YOU POSITIONING YOURSELF TO BE COMPETITIVE IN TODAY'S JOB MARKET?

If you carry a widely recognized professional credential like the Certified Professional Public Buyer (CPPB) or the Certified Public Procurement Officer (CPPO) the odds are quite good that you are.

According to a 2009 survey conducted by the [National Council for Public Procurement and Contracting \(NCPCC\)](#) more than 76% of respondents indicated that possessing a public procurement certification gives a candidate a hiring advantage at their organization and 70% indicated that they consider professional certification when promoting or recommending promotions of employees.

In addition to increasing your competitive edge, current CPPOs and CPPBs also credit certification with increasing self-confidence, improving credibility with senior management, internal customers and the supplier community and encouraging ethical behavior. **Where do you stand?**

UPPCC is currently accepting applications through Monday, July 18 (or through Monday, August 1 with late fee for the fall 2011 testing window, October 17-29.

Please be advised that the UPPCC recently announced significant changes to certification eligibility requirements that will take effect in 2014, which include degree requirements.

To review these changes, please access [UPPCC 2014 Eligibility Changes](#).



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

June 15, 2011

Attending: Roy Hartmann, Robert Barwick, Jim Bembenek, Karen Bollinger, Nick Cramer, Victoria Nash, Anissa Perkins, Sung Ye Jacobs, Amos Owens, Vera Butts, Diane Kelly, Cindy Matz and Barb Weller

Common Solutions/Open Forum

Barb Weller asked about cell phone contracts and what other agencies are doing. Jim Bembenek said they have three options within their plan and texting is not allowed. Diane said they use the State Plan. The City of Milwaukee has a contract with both US Cellular and Verizon. Diane asked if anyone has done a RFP for staff hiring. Nick did and will forward the RFP to Diane. Robert mentioned that the State Grainger Contract expires at the end of the year and the State may go on the WSCA Contract.

Ongoing/Unfinished Business

Update on status of vendor resource listing in cooperation with SE WI Emergency Management Group & Aid Matrix: The project is moving forward between V.A.L.U.E., the SE Wisconsin Emergency Management Group (SEWEM) and the Office of Justice Assistance (OJA). With funding from OJA, a three-year pilot program is being initiated to set up and maintain a V.A.L.U.E. Business Resource Registry (VALUEBRR) to accumulate a database of vendors for emergency resources. Diane reported that the State has engaged the Aid matrix Foundation, to produce and deploy a technology solution that allows individuals active in procurement and emergency management to access this information. The VALUEBRR Group will work with Aid matrix to define requirements and data needs within the SE Wisconsin community to develop the pilot program, which hopefully can be continued well after the three-year test fund.

A number of people have volunteered to be a part of the VALUEBRR Group. Diane Kelly from Racine County has agreed to take the lead for V.A.L.U.E., Nick Cramer, Walworth County and Cindy Matz, City of Milwaukee.

2011 Annual Meeting Feedback/Comments: **Location:** Vicky is still working with Hotels closer to the north shore or northwest (possibly Menomonee Falls) in order to attract some members from the Madison area. **Topics:** The committee agreed that the Public Works would be a topic that members would have an interest in hearing. Nick Cramer suggested that we find a speaker to cover the first steps all the way through the completion of a public works project, will discuss more at next meeting. **Other topics:** Possibly doing an update on the VALUE / SE WI Emergency Management Group & Aid Matrix Project, and demo of website if completed. Vicky suggested doing a SyQuest demo, they are an on-line provider/host of vendors used by agency and tracking of usage by vendor. Also suggested is a speaker from the technical field such as CDW, or the cell phone provider was suggested.

Strategic Planning: Robert, Bill & Karen will be meeting at a further date, no report at this time

Bid Calendar Routing: Vicky hasn't received the bid calendar from Laurie.

Bid Reports / Updates

New Bid Opportunities: Turnout Gear, Robert reported that three firms supplied gear for testing and four different Departments tested the gear. Robert will rank the Firms and negotiate with top ranked firm. Award may be posted next month sometime.

Gasoline, Diesel, Fuel – still in process by Cindy Greco.

Ammunition, Auto Parts, Lighting and Culverts – have been posted to the website.

New Business

- Update on Resource Links for members – Resource Link has been posted on website
- Review and discuss Committee roles- Bill and Robert are working on this
- Vicky reminded everyone to tell vendors about the fall WAPP Vendor show.

Adjournment

Respectfully submitted by
Roy Hartmann
Washington County



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

www.value4gov.org

Monthly Planning Meeting

Wednesday, July 20, 2011

8:30 AM - 10:30 AM

West Allis City Hall Room 128

Phone: 414-302-8300

(Refreshments & Meeting Minutes by Robert Barwick)

AGENDA

I. Common Solutions/Open Forum Discussion

- A. Learn from your peers or bring an issue you'd like to discuss
- B. CAMA Software (Computer Assisted Mass Appraisals)

II. Ongoing/Unfinished Business

- A. Update on status of vendor resource listing in cooperation with SE WI Emergency Mgt Group & Aid Matrix
- B. 2012 Annual Meeting Planning
 - 1. Annual Meeting Dates & Location
 - 2. Public Works Session
 - 3. Other Topics
- C. Strategic Planning
 - 1. Implementation of Strategic Action Items
- D. Bid Calendar Routing

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

- A. Review/discuss committee roles

V. Adjournment

Future Meetings - Date/Location/Refreshments & Minutes

August 17, 2011 City of West Allis Karen Bollinger	Sept. 21, 2011 City of West Allis Dawn Gurda	October 19, 2011 City of West Allis Vicky Nash	Nov. 16, 2011 City of West Allis Diane Kelly	December 7, 2011 City of West Allis Social Dev Comm
January 18, 2012 City of West Allis Winona Marshall	February 15, 2012 City of West Allis Nick Cramer	March ??, 2012 Location TBD Annual Meeting		