



**NATIONAL INSTITUTE OF GOVERNMENTAL
PURCHASING**

**JANUARY 2007
NEWSLETTER**

MESSAGE FROM THE CHAPTER PRESIDENT

Dear Fellow Purchasing Professionals,

January 2007

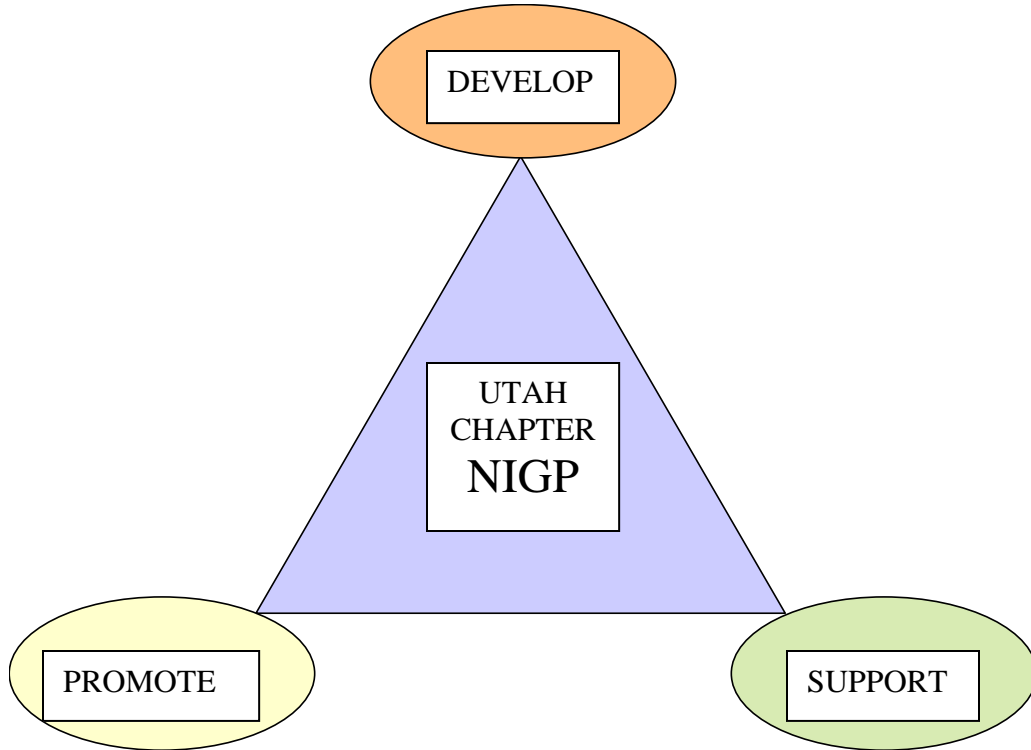
Greetings, as we begin a New Year! I hope you are in good health and looking forward to the prospects that the New Year will bring. As you contemplate your new goals, I would hope that certification as a public procurement professional would be included in your personal goals.

Why certify? Here are several good reasons:

- Obtaining a Certified Professional Public Buyer (CPPB) or Certified Public Purchasing Officer (CPPO) designation demonstrates a standard of competency in the public purchasing profession.
- A CPPB or CPPO designation indicates to the public and management that having mastered a body of knowledge, one can make sound decisions that reflect maximum value for the taxpayer's and the organization's dollars.
- The Universal Public Purchasing Certification Council (UPPCC), the issuer of the CPPB and CPPO certifications, is accredited by the International Federation of Purchasing and Materials Management.
- Many local and state governments formally recognize the CPPB and CPPO certifications as meaningful standards for employment and advancement of public procurement personnel.

To help you realize your goals in procurement, our chapter goal is an extension of the National's mission to: "develop, support and promote the public procurement profession through premier education, professional support and advocacy initiatives that benefit our members". Below is a graphic model of this concept:

PROFESSION



PROFESSIONAL

With your help, we can create an organization that will meet your specific needs and assist you in your quest for certification and other procurement goals. In order to do this, however, we need your participation in the process by volunteering to serve on committees and attending the meetings. So I will be bold and suggest that another of your goals be to fully participate in the chapter and share your talents with us all. See any of the officers to volunteer your time and talents.

Our upcoming meetings will be on January 16th, and in March and May. The May meeting will also be our annual report meeting and elections of new officers. I hope you will decide to get more involved and run for office or serve on a committee. The experience will be challenging and rewarding.

Again, I appreciate the opportunity to continue to serve you and hope that you will join us for friendship, education and just plain fun! If you have any questions, please feel free to contact me: greg.maynard@slc.k12.ut.us or (801) 578-8264

Sincerely yours,
Gregory Maynard, CPPO, C.P.M., MBA
2006-07 President Utah Chapter NIGP



Upcoming Meeting Dates

CHAPTER MEETINGS:

Tuesday, January 16, 2007- Basics of Specification Writing- Rick Ashby and
(9AM-12 Noon, Murray City Hall [5025 S. State]) Glendon Mitchell
Tuesday, March 20 or 27 (TBD), 2007- Troubleshooting problems in Writing
(9AM-12 Noon, Location TBD) Specifications- Doug Richens and additional guests
Tuesday, May 22, 2007- Election Meeting
(9AM-12 Noon, Location TBD) Emergency Planning- Mike Stever- SLC Office of
Emergency Preparedness
Emergency Procurement- Greg Maynard

UPCOMING WEBINARS (To register, go to www.nigp.org)

Thursday, January 25, 2007- Recruitment of Procurement Professionals: Is There a
Magic Wand?

Tuesday, January 30, 2007 – Preparing for the CPPB Written Exam- What to Expect

1st ever TIPP (Tremendous Ideas for Procurement Professionals) Symposium

Focusing on K-12 and eProcurement. March 5-9, 2007 in Savannah, Georgia. For more
information and registration, go online to www.nigp.org/educate/outline/epro.htm.

62nd Annual NIGP Forum 2007

August 4-8, 2007 in Hartford, CT. For more information and registration, go online to
www.nigp.org/forum.

Utah Chapter News

CONGRATULATIONS to Mark Blanch, Purchasing Agent for Washington County, for receiving his CPPB certification; and to Greg Maynard, Purchasing Supervisor for Salt Lake City School District and current Utah Chapter NIGP President, for receiving his CPPO certification. Also, congratulations to Dan Reisner, State of Utah; Jim Phillips, UDOT; and Bryan Hemsley, SLC Corporation for receiving their CPPB certifications last quarter.

CERTIFICATION has its rewards! Contact Dean Pope, Education Chairman at dean.pope@granite.k12.ut.us for more information on how you can become certified.

A NEW LIBRARY of NIGP recommended texts has been purchased for use by chapter members studying for CPPB or CPPO certification exams. To check-out these texts (texts may be checked-out up to 60 days), please contact Dean Pope at the email listed above.

TEXTS INCLUDE:

Introduction to Public Procurement

Legal Aspects of Public Procurement

Planning, Scheduling and Requirement Analysis

Sourcing in the Public Sector

Developing and Managing RFP's in the Public Sector

Contract Administration

VOLUNTEERS for open board positions would be greatly appreciated!

THANK YOU to EdPAC and Weber School District for hosting a wonderful seminar in November. It was very informative and helpful. Merlene Wixon chaired the seminar.

Classroom Corner

"But it's not just learning things that's important. It's learning what to do with what you learn and learning why you learn things at all that matters." - *Norton Juster*

(*Excerpt from article, Meeting Bid Protests Head-On, by Catherine Radwan.*
For full article, please see <http://www.govpro.com/GlobalSearch/Article/27788/>)

What to Do When You Receive a Bid Protest

You receive a written bid protest. What do you do now? Robin Rickard, CPPO, Chief Procurement Office (CPO) for the Secretary of State of Oregon, suggests this plan of action:

- Alert managers, customers, and interested vendors that a bid protest has been made. Depersonalize the situation and put aside any emotions. Know the protest rules.
- Direct the protest first to the buyer, who can confer with his or her manager before responding. The vendor can appeal to the manager but hopefully the protest will go no further. Debriefing disappointed bidders may effectively resolve any would-be protests.
- The CPO or the director of the agency formally responds in writing to the protesting bidder, in a polite and courteous manner. Identify the issue of the protest; provide factual information relative to the issue; include legal references, laws, rules, and procedures; state the reasons for the decision; and inform the protestant of his or her right to judicial or administrative review.
- Don't consider late protests or specification or contractual protests during the award or selection protest period. Likewise, do not allow protest of points in proposal unless information was overlooked or misunderstood by the evaluators.
- Remember to utilize established procedures in dealing with bid protests. Treat all vendors equally. Respond in a timely manner. Above all, be open, consistent, objective, and positive.

For suggestions or submissions for future newsletters, please contact Tonya Hodges, Newsletter Coordinator, at tonya.hodges@slc.k12.ut.us.