



## NIGP- Utah Chapter

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### NIGP- Utah Chapter Officers:

President: Adrian Ruger

Vice-President: Trever Ward

Secretary: Kay Healey

Treasurer: Mark Parry

Past President: Jared Gardner, C.P.M., CPPO

### Board of Directors:

Greg Maynard, CPPO,  
C.P.M.

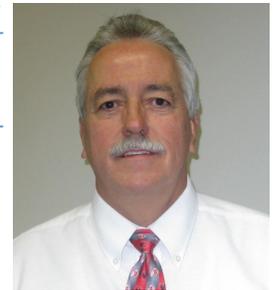
George Brinkerhoff

Tracie Montano

## Chapter President's Message

Dear Colleagues:

By the time this newsletter is published, the holiday season will be over and we will have entered a new year with the Utah Chapter of NIGP. I hope everyone had a great holiday season and is refreshed and prepared to begin the new year. I would like to take this opportunity to thank everyone for the continued support of the Utah Chapter of NIGP and the support given to the NIGP board this past year. I would also like to thank Jared Gardner for his service this past year as president of the chapter. He did an excellent job in furthering the goals of NIGP. One of his many accomplishments was a well-attended picnic in the park last August. Hopefully, this picnic will become an annual event with increased attendance by members of NIGP.



Adrian Ruger- President

I am appreciative of the confidence shown in me to lead this chapter during the coming year. I hope that through the efforts of the board, committees and individual members, we can continue to provide quality training in the areas of need, and can increase membership and active interest in the Utah Chapter. We can always use volunteers. If you are interested in serving on one of the many committees, please contact a board member.

I have spent my entire career in government purchasing and have learned a lot over the years from that experience. While procurement regulations are often perceived by end users as restrictive, burdensome and unproductive, we as buyers know that they exist for good reasons; those being to protect public funds, create an environment of fairness with the vendor community and to ensure integrity in the procurement process. We have all seen or heard of incidents that undermine these goals and have noted the consequences from improper activities.

It is not for us to apologize for the regulations, but rather to educate end users on the reasons why they exist. I believe that helping them understand both the process and the reason for the process can go a long way in improving the relationship between buyers and end users. It is my hope that during this coming year we can provide training and networking opportunities that will help you do your job better and strengthen the values and integrity that we as government purchasing employees hold dear.

I wish for each of you a prosperous new year as we strive to provide quality procurement services during 2012.

Sincerely,  
Adrian Ruger

President, NIGP Utah Chapter



# Utah Chapter News

NIGP NATIONAL has made several new online courses available. For more information on these courses, visit [www.nigp.org](http://www.nigp.org) , or email [customer care@nigp.org](mailto:customer care@nigp.org)

*Basics of Business Math*                      *Business Communication- Written Communication*

*Fundamentals of Business Management*                      *Leading High-Performance Teams*

*Negotiating Skills- Influence and Persuasion*                      *Project Management*

*Time Management Fundamentals*

**VOLUNTEER** to serve on a chapter committee! If you are interested, please contact the committee chairperson listed below:

### Committee Chairpersons

Honors & Awards: Trever Ward (UDOT) [tward@utah.gov](mailto:tward@utah.gov)

Financial: *Position Available*

Historian: *Position Available*

Membership: Debbie Smith (Granite SD) [dsmith@graniteschools.org](mailto:dsmith@graniteschools.org)

Marketing/Public Relations: Glendon Mitchell (SL County) [gmitchell@slco.org](mailto:gmitchell@slco.org)

Education: *Position Available*

Nominating: Jared Gardner (Granite SD) [jbgardner@graniteschools.org](mailto:jbgardner@graniteschools.org)

*"Life's challenges are not supposed to paralyze you, they're supposed to help you discover who you are."*

-Bernice Johnson Reagon

## Upcoming Meeting Dates

(All meetings are held at 9:00 AM at the SL County Building, room S1007 [2100 S. State] unless otherwise posted. PUBLIC PARKING is available in the parking structure if outside lots are full.)

### Tuesday, January 17, 2012:

*Public Involvement- How to deal with the Public*  
Justin Smart- The Langdon Group

GRAMA-  
Paul Mash- State Purchasing

### WEDNESDAY March 21, 2012:

*Topic and Speakers TBD*  
*(Please note the date change to our usual schedule)*

## Classroom Corner

### The Need for Negotiation

By Darin Matthews-  
(From GoPro Magazine,  
August/September  
2011, p. 7)

#### **It's a critical skill – and sometimes an overlooked opportunity – in the public sector**

Public procurement professionals have long had the reputation as knowledgeable bid evaluators. They can analyze the offer to determine responsiveness, conduct a technical evaluation of the bidder's capabilities, and even perform cost analysis when needed. However, more and more these same professionals are also being called upon for their negotiations skills.

As the profession sees an increased use of the request for proposal (RFP) process, there is a logical need for negotiation. A key phase of these types of procurements is negotiating the final agreement with the selected proposer.

This negotiation often includes the specific terms and conditions of the contract, additional services or deliverables to be provided, as well as the final cost to the agency.

Common areas for using a negotiated procurement process include architectural and engineering (AE) services, information technology projects, and software systems. Inherent to the RFP method is the government's ability to state their problem, invite solutions from an industry, and then negotiate with one or more of the top proposers. It is not unusual for a public agency to use negotiation in their final selection. In fact, many of the firms that submit a proposal are expecting just that.

In a non-competitive or sole source environment, negotiation is also the preferred approach. Even though the supplier has a strong position with their unique expertise or proprietary product, the government is still the one "writing the check".

In some situations, such as a formal bid invitation, negotiation may be prohibited by statute or regulation. This helps to protect the integrity of the procurement process.

Even if the procurement does not involve negotiation as part of the selection process, it is still surrounded by opportunity. After all, aren't changes in the work schedule or product substitutions open for discussion? In many cases, the procurement professional can barter a deal between the contractor and the using department. Having strong negotiation skills will help ensure a win-win outcome.

Daily interactions with other business units are often a negotiation. Areas such as agency training, procurement system enhancements, and even administrative support are prime opportunities to sharpen one's negotiation skills. (cont.)

*"As the profession sees an increased use of the request for proposal (RFP) process, there is a logical need for negotiation."*

*- Darin*

*Matthews*

Traditionally, other business units have taken the lead in contractor negotiations, with the procurement professional brought in later to formalize the agreement. While being involved with the process is certainly a start, it is ideal when procurement can lead the negotiations.

If public procurement professionals are serious about bringing their "A game" to the table, they should realize the value of negotiation. Participating in professional training and in agency contract negotiations are invaluable.

About the author:

*Darin Matthews, CPPO, C.P.M., is chief procurement officer for Metro, the regional government of Portland, Ore.*



*Warm  
Winter  
Wishes !!!*

## Special Notes/Announcements

*Please Note:*

Our next chapter meeting will be Tuesday, January 17, 2012. See you there!



## Special Notes / Announcements (cont).

### Committee and Chairperson Volunteers Needed!

We express appreciation to those officers and volunteers who have served in 2011 and for the many contributions they have made to the success of the chapter as well as helping advance our profession.

Please consider volunteering to serve on a committee or as a committee chair as there are several openings. We need committee chairs for the following: Education, Finance and Historian. Volunteers are welcome on any committee (please see page 2 of this newsletter for a complete committee list).

As they say, many hands make a big job light and your hands would be appreciated! We hope you'll take this opportunity to work with wonderful peers. This opportunity provides great networking opportunities and certification or re-certification points!

### Upcoming NIGP Webinars

*(\$75 for Members/\$105 for Non-Members. Register at [www.nigp.org](http://www.nigp.org))*

Thursday, Jan 12, 2012:	<i>Best Practices in Contract Monitoring &amp; Performance Management</i>
Thursday, Jan 19, 2012:	<i>Spend Analysis &amp; Spend Management Basics: How to Get Started &amp; Identify Savings</i>
Thursday, Jan 26, 2011:	<i>What's in the Fine Print &amp; Why: Standard PO Terms &amp; Conditions for Goods</i>
Thursday, Feb 16, 2012:	<i>What's in the Fine Print &amp; Why: Standard PO Terms &amp; Conditions for Services</i>

*(On-Demand Webinar Recordings are also available for purchase in the NIGP Online Store)*

*For newsletter submissions or comments, please contact Tonya Hodges, Newsletter Editor:*

*Phone:: 801-578-8261 ; Email: [tonya.hodges@slcschools.org](mailto:tonya.hodges@slcschools.org)*

## Speaker Biographies (Selected)

### Justin Smart – Transportation Manager, The Langdon Group



Justin Smart is the Transportation Manager at The Langdon Group, a regional public involvement firm. He specializes in public involvement and strategic process design and implementation relating to civic engineering projects, with a particular emphasis in transportation. He came to The Langdon Group from the Utah Department of Transportation (UDOT), where he was a Public Involvement Coordinator in the Salt Lake City metro area. Prior to his experience at the Department, Justin served as Assistant Deputy for Communication to Utah Governor Olene Walker. This experience gives Justin a big-picture, policy-level perspective in his practice as a companion to a practical knowledge of his clients' day-to-day business. Justin strives to consider both macro- and micro-level aspects of the public involvement process, resulting in more inclusive and sustainable projects. He is adept at working with diverse stakeholder groups and has brought this expertise to bear on projects such as: I-15 CORE; Bangerter 2.0; Mountain View Corridor, 2100 North; SR-68 Bangerter to Saratoga Springs Design-Build; 700 East Reconstruction; Davis Weber East-West Transportation Study; and numerous other projects.

### Paul Mash- State Purchasing



Paul Mash is an Assistant Director of the State of Utah, Division of Purchasing and General Services. Paul has been involved in public procurement since 1985 and acts as a resource to the state on GRAMA and GRAMA-related issues. Prior to his position with the Division, Paul was the Contracts and Procurement Manager for the Utah State Tax Commission for many years. Though a Murray, Utah native, Paul first began his career with the Idaho Department of Health and Welfare as the Contracts and Procurements Officer; then he became the Purchasing Agent for the City of Tualatin in Oregon where he had previously received his academic degrees. Paul was instrumental in obtaining the Outstanding Agency Achievement Award from NIGP from the Willamette Chapter of NIGP for the City of Tualatin and the Outstanding Agency Achievement Award for the Utah State Tax Commission. Paul is a Charter Member and Past President of the NIGP Utah Chapter.