



## NIGP- Utah Chapter

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### NIGP- Utah Chapter Officers:

President: Jennifer Salts, CPPB

Vice-President: Polly Alles

Secretary: Nikki Sanchez

Treasurer: Sharon Pierce, CPM

Past President: Trever Ward

### Board of Directors:

Randi Ruff

Debbie Smith, CPPB

Lori Peterson, CPPO, CPM

## Chapter President's Message

Dear NIGP Utah Chapter Members:

Happy May everyone! I want to start off by thanking everyone who participated in our last Chapter Meeting and had the opportunity to attend the luncheon celebrating Purchasing Month. It was great to see you all and celebrate our hard working Utah procurement professionals! Unfortunately, if your office is anything like mine, the party is over and you are frantically processing year end procurements and executing PO's and contracts. Hang in there... only a couple of months left to go before year end!

I wanted to take an opportunity to remind all of our Utah Chapter Members of the upcoming National NIGP Forum taking place August 4-5, 2015 in Kansas City, MO. The National NIGP Forum is the largest North American educational conference exclusively for public procurement professionals! This year's keynote speakers include:

*Jennifer Salts- President*

- Erik Wahl- Erik's on-stage painting seamlessly becomes a visual metaphor to the core of his message, encouraging organizations toward profitability through innovations and superior levels of performance.
- Christine Cashen- Christine is the author of THE GOOD STUFF: Quips & Tips on Life, Love, Work and Happiness, which was named motivational book of the year by the Next Generation Indie Book Awards. She has also been featured as a creativity expert in HOW Designs at Work magazine.
- Bryan Dodge- Bryan has been a successful business owner and radio personality. Bryan is an expert in leadership, work-life balance, negotiations and sales. The underlying thesis of all of Bryan Dodge's teachings is that "Life is too short not to be happy, and life is too long not to do well."
- Walter Bond- For nearly two decades, Walter Bond has been a premier expert on peak performance. Walter's passion for personal development has been anchored by his professional basketball career.

In addition to the fantastic keynote speakers, forum also provides attendees with in-depth workshop sessions that include: P-Card program implementation, contract development and administration, tips on dealing with elected officials and RFP committees, performance monitoring and measurement, project management, and so much more! If you are interested in participating in this year's National forum, below is the link to the NIGP Forum's Official Page. Hope you all will take a look and consider attending.

<http://events.jspargo.com/nigp15/public/enter.aspx>

If you can't make it to the NIGP National Forum, be sure to attend the next Utah Chapter Meeting on May 19, 2015.

Jennifer Salts, CPPB, President- NIGP Utah Chapter



# Utah Chapter News

**NIGP NATIONAL** has made several 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: Polly Alles (UofU) [palles@purchasing.utah.edu](mailto:palles@purchasing.utah.edu)
- Financial: Adrian Ruger (State Purchasing) [aruger@utah.gov](mailto:aruger@utah.gov)
- Historian: Joan Tuttle (Davis SD) [jtuttle@dstdmail.net](mailto:jtuttle@dstdmail.net)
- Membership: Jerilyn Midthun (SL City) [jerilyn.midthun@slcgov.com](mailto:jerilyn.midthun@slcgov.com)
- Marketing/Public Relations: Glendon Mitchell (UofU) [gmitchell@purchasing.utah.edu](mailto:gmitchell@purchasing.utah.edu)
- Education: Eileen Boswell (SLCC) [Eileen.boswell@slcc.edu](mailto:Eileen.boswell@slcc.edu)
- Nominating: Trever Ward (UDOT) [tward@utah.gov](mailto:tward@utah.gov)

## Upcoming Meeting Dates

**MEETING LOCATION:** All chapter meetings will be held at the Canyons School District Professional Development Center , 9361 South 300 East, Sandy. Meetings will be held 9:00 am – 12:00 pm.

**Tuesday, May 19, 2015:**      *Contract Development and Administration*  
Christopher Hughes– State Purchasing

*Multiple Awards Clarification Discussion*  
Jennifer Salts– State Purchasing

**Tuesday, Sept. 15, 2015:**      *Topic and Speakers TBD*



*“Live as if you were  
to die tomorrow.  
Learn as if you were  
to live forever.”*

-Mahatma Gandhi

## Classroom Corner

**Local Governments Love Local Food** (From Government Procurement, Feb/Mar 2015, p. 18-22)

By Matthew W. Quinn

In recent years, there has been a strong interest among Americans in purchasing and consuming locally produced food. Buying local food reduces fossil-fuel expenditures in transportation, provides fresher and healthier food and encourages local economic growth, according to the Utah State University Extension.

Several communities have embraced buying local food. For example, in 2011, New York City passed legislation which required the city's chief procurement officer to encourage city agencies to purchase New York state food and establish guidelines to accomplish this. Those guidelines, available online from the Mayor's Office of Contract Services (<http://tinyurl.com/794w5w8>) apply to any solicitation for food or food related services above \$100,000 as well as any solicitation for social services through which more than \$100,000 of food would be provided annually through the contract.

City agencies may grant a

price preference for New York state food if its price falls within a 10 percent margin of the lowest bidder's price. The purchasing agency may also mandate an individual product come from the state or use the "best value" provisions during the solicitation process to consider freshness and perishability by incorporating criteria like the number of days from harvest to delivery. Agencies are encouraged to review their current menus to identify areas where a currently procured product might be replaced with a locally grown one— i.e. substituting apples grown in New York for oranges that are not.

### *Two Years Later, Results*

Within two years, Local Law 50 produces results. A 2013 Mayor's Office of Contract Services report noted that the city sourced \$5.49 million of its food locally in 2012. The New York City Department of Corrections was highlighted in a 2013 FoodWorks report for purchasing 85 percent of its dairy and 25 percent of its produce from local suppliers. The department implemented its local-buying decisions through the normal contracting process with local-source specifications and found its suppliers via

regular competitive bids through the Department of Citywide Administrative Services.

"We've experienced an improved quality of fresh products and more control of menus because of the close proximity to the local supply," says Robin Campbell, Department of Corrections press secretary. "Through this relationship with our local suppliers, our agency is supporting the local farmers, supply chain and the local economy."

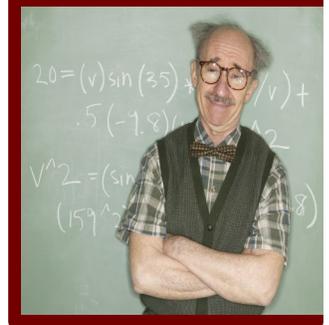
For governments seeking to buy local foods, the department of corrections suggested comparing its food and ingredient needs to their availability from local agricultural suppliers. It also urges governments to establish a backup plan to identify other sources if a local supply is not available.

*Medical Center, Alpena, Mich.*

Alpena Regional Medical Center (ARMC) Director of Food and Nutritional Services Rick Persson says the hospital expanded its local offerings as part of its participation in the Michigan Hospital Association's Health Food Hospitals Initiative, a process that began in Dec 2012 when it (cont.)

*"Buying local food reduces fossil-fuel expenditures in transportation, provides fresher and healthier food and encourages local economic growth, according to the Utah State University Extension"*

-Matthew Quinn



## Classroom Corner (continued)

replaced fried foods with baked ones. The hospital began serving fresher and healthier foods in its café and catering efforts after researching healthy recipe options in cookbooks, trade journals, magazines, the Internet and taking suggestions from employees. "The decision to use a local vendor for produce was a management decision based on quality and price," Persson says.

Persson says the hospital's board of trustees, appointed by the Alpena County Board of Commissioners, chose buying groups that provided the best pricing options for hospital supplies. Consolidated Fruit Distributors, a locally owned company that had been the hospital's produce vendor before the change, provides 10 to 15 percent of the hospital's fresh fruits and vegetables, delivered daily. James Butcher, owner of Consolidated, says he buys potatoes and strawberries from farms within a 30-mile radius. Persson says the hospital also buys some specialty produce from Gordon Food Service, which primarily sources produce from Grand Rapids, Mich.

The ARMC is the county's largest employer, so family members of employees and patients- if not the employees or patients themselves- are the ones selling the produce to the hospital. For example, Consolidated acquires its potatoes from a farm in Posen, Mich., which is owned by

a hospital employee. Both employees and patients benefit from having fresh, healthy food, and this also translates to the city's bottom line.

"Good quality food ingredients increase sales to the ARMC cafeteria," Persson says. "As the county's largest employer, it is important to support the community we serve. Also, management is consistently looking at the best price."

Since ARMC started increasing its purchases of fresh produce, sales in the cafeteria have risen 10 to 15 percent. The morning offering of fresh fruit- including strawberries, blackberries and raspberries- is popular with patrons. Customers report the hospital salad bar is the best in town. The made-to-order deli features fresh produce from Consolidated, as well.

Persson recommends any government interested in buying local food research the options and discuss and define expectations with the vendors to make the partnership profitable for the institution and the provider.

### *How to Find Local Food*

Nancy Moore, the Montana Healthy Food and Communities program director for the National Center for Appropriate Technology (NCAT), says one way for governments to acquire locally

produced food is by encouraging existing distributors to buy local when possible.

"Distributors are a business; they want to please their customers," Moore says. "If the customers are requesting and demanding more locally sourced products, distributors will definitely go out of their way to get these new items."

She recommends multiple institutions served by a common distributor join forces when making this request. This will encourage the distributor to provide more local products.

Once the food is procured, one way the facility can integrate it into an existing menu is by staging a special event. NCAT once worked with a school to serve a special "Montana-made meal" featuring items produced locally. Once the menu is set, procurement officials can contact farmers directly or a food hub serving many farmers, which will save time. Starting with just one meal or even one item- say, substituting local flour or bread- can help establish relationships with local vendors. It also works as a good public relations tool. "It's a great way to showcase what you're doing to get your customer excited," Moore says.

*Matthew W. Quinn is a Government Procurement intern.*

## Special Notes/Announcements

*Please Note:*

**Our next chapter meeting will be Tuesday, May 19, 2015.  
See you there!**



## Special Notes / Announcements (cont).

### Award Winners

Congratulations to our chapter award winners from our March meeting:

Buyer of the Year: Dean Pope, Granite School District; Manager of the Year: Gary Hansen, Canyons School District; and President's Award: Randi Ruff, University of Utah

Thank you for all you do for our chapter and your organizations!

### Certification Recipients

Congratulations to our newest certification recipients from October 2014 testing!

Adrian Ruger- State Purchasing, CPPO

Julie Fisher- State Purchasing, CPPB

Joan Tuttle- Davis School District, CPPB

### NIGP Forum 2015

NIGP National's Annual Forum will be held this year August 1-5, 2015 in Kansas City, MO. This is the largest North American educational conference exclusively for individuals in public procurement.

For additional details, visit the national website at:

[http://www.nigp.org/eweb/StartPage.aspx?Site=NIGP&webcode=evt\\_ae](http://www.nigp.org/eweb/StartPage.aspx?Site=NIGP&webcode=evt_ae)

### Upcoming NIGP Webinars

***(Complimentary for Members/\$185 for Non-Members. Register at [www.nigp.org](http://www.nigp.org))***

Wednesday, May 20, 2015:	<i>Procurement Performance Metrics... Where to Begin?</i>
Wednesday, June 10, 2015:	<i>Different Contract Clauses</i>
Wednesday, June 24, 2015:	<i>Fostering Relationships through Contracting</i>
Wednesday, Aug 19, 2015:	<i>Purchasing Software: What to Ask for and Negotiating the License Agreement</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)

### *Jennifer Salts, CPPB, State Purchasing*

I have approximately 15 years experience in public procurement specializing in grant writing/management, contract development/administration, and solicitation development/administration. I started my procurement career working for Dugway Proving Grounds, Utah as a Contract Analyst/Event Coordination; then to Phoenix, Arizona to work as a Contract Analyst for Maricopa Association of Government focusing on transportation, socioeconomic, and air quality programs, and finally to the State of Utah where I worked for the Department of Technology Services as a Contract Analyst and the Division of Purchasing as Purchasing Agent and Deputy Director.