

# TAPP TALK



Texas Association of Public Purchasers – Austin, Texas

[www.austinontapp.org](http://www.austinontapp.org)

February, 2009

Volume 26, Issue 2, Page 1

## President's Message –

TAPP is off and running for 2009. We have our Budget/Finance committee and our Strategic Planning Committee hard at work planning for the coming year. Thanks to all of you who are taking the extra steps to help move TAPP forward. No one likes additional meetings, but sometimes just a little extra effort can make a big difference. Prospects look bright, as we enter this New Year, and there are lots of opportunities and challenges for all.

Please do not forget to renew your membership. TAPP depends upon membership for a significant portion of our annual budget. Dues for 2009 are outstanding now, and become delinquent after March. Please get your renewal in on time so you don't miss out on this exciting year.

I am happy to announce that TAPP has changed the **seminar registration method**. We hope that this new method will be more convenient, as well as provide a mechanism for registering using a **procurement card**. You can now register on the NIGP seminar site located at <https://www.nigp.org/common/Seminar/SemSched.asp>. Also new from NIGP is the Certification Examination Preparation program. A comprehensive examination review process has replaced the old review courses. You can find more information about this in the current NIGP BuyWeekly newsletter at <http://newsmanager.commpartners.com/nigpbuy/issues/2009-01-22.html>.

TAPP congratulates the new CPPOs in Austin, Kathy Bridwell of the American Heart Association, and Rosemary Ledesma of the City of Austin, along with a new CPPB Melinda Thompson at the Municipal Power Agency, with a sincere invitation to come and join our monthly meetings. Now more than ever before the benefits of NIGP and TAPP membership can help close the gap between tight budget constraints and professional development.

**MARCH** is Purchasing Month. I would like to encourage everyone to celebrate Purchasing Month. We are working to get proclamations from state and local lawmakers to recognize public procurement in March. We should have activities in our working groups to celebrate. Some ideas might be to host an open house in your purchasing or contracting area. Others might have ice cream floats, or sundaes. (I especially like that!) Be sure to put up a sign or a poster telling everyone about Purchasing Month. It is good to be recognized, and we should take this opportunity to recognize our profession.

Thank you all for your hard work and continued dedication.

*Ernie Lee*

### **Next Board Meeting:**

11:30 a.m., Wednesday, February 4, 2009

Camp Hubbard, 3800 Jackson Avenue, Building 5, Austin, Texas

## Texas Association of Public Purchasers February, 2009 General Meeting

**Speaker: Judy Kay Ousley, CTP**  
**Training Specialist**  
**Texas Procurement and**  
**Support Services Division**  
**Texas Comptroller of Public Accounts**



**Topic: How To Renew Your Purchasing**  
**Certification Without Being Denied**  
**Date: February 5, 2009**  
**Time: 11:30 a.m. to 1:00 p.m.**

Judy has been employed with the Comptroller of Public Accounts-TPASS Division since September 1, 2007. She was certified as a Certified Texas Purchaser in August of 2007.

She has 17 years of training experience and is responsible for training and coordinating TPASS Purchaser and Contract Management classes. She has taught such classes as: Basic Public Purchasing, Building a Successful Procurement Team, Purchasing-Customer Service & Communication Skills, and How Do I Recertify.

For questions, comments and/or concerns regarding the State of Texas Purchasing/Contract Management programs, please contact her at 512-463-9995.



**Location: Austin Energy - Town Lake Center**  
**Assembly Room (Room 130),**  
**721 Barton Springs Rd., Austin, Texas 78704**

RSVP to James Gonzalez at [James.Gonzalez@tea.state.tx.us](mailto:James.Gonzalez@tea.state.tx.us)

**Cost for members: \$8.00**

**Non-members: \$12.00**

## 2009 Chapter Leadership

**Officers:****President****Ernie Lee, CPPO, CTPM**

Texas Department of Transportation  
 Phone: (512) 374-5166  
 Fax: (512) 374-5121  
 Email: [elee@dot.state.tx.us](mailto:elee@dot.state.tx.us)

**Secretary****Kay Wagner, CPPO, CPPB**

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 Phone: (512) 374-5421  
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 E-mail: [kwagne1@dot.state.tx.us](mailto:kwagne1@dot.state.tx.us)

**Immediate Past President****Jo B. Woten, C.P.M., CTPM**

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**Vice President****Sandra Radosavljevic, CPPO, CTPM**

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**Treasurer****Misti Shumate, CTCM, CTPM**

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 Phone: 512-440-3086  
 Fax: 512-440-2934  
 Email: [misti.shumate@tbpe.state.tx.us](mailto:misti.shumate@tbpe.state.tx.us)

**Board of Directors:**

2007 - 2009

**Glenn R. Hagler, CPPO, CTPM**

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2009-2010

**Steve Piña, CPPB, CTPM**

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**Art Huck, CSM**

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2010-2011

**Carol Debish, CPPB**

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**Nancy McCallum, CPPO, CPPB, CTPM, CTP**

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 Fax: 512-302-2040  
 Email: [nmccall@dot.state.tx.us](mailto:nmccall@dot.state.tx.us)

**Standing Committees:****Professional Development****Ann Tillman, CPIM, CTPM**

Employees Retirement System of Texas  
 Phone: (512) 867-7160  
 Fax: (512) 867-3199  
 Email: [ann.tillman@ers.state.tx.us](mailto:ann.tillman@ers.state.tx.us)

**Programs****Art Huck, CSM**

Texas Department of Public Safety  
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 Fax: (512) 255-5946  
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**Facilities****Mike Long, CPPB**

Travis County  
 Phone: (512) 854-4850  
 Fax: (512) 854-9185  
 Email: [mike.long@co.travis.tx.us](mailto:mike.long@co.travis.tx.us)

**Communications and Publications****John Dobrich, CPPB, CTPM, CTP**

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 Fax: (512) 542-6500  
 Email: [john.dobrich@trs.state.tx.us](mailto:john.dobrich@trs.state.tx.us)

**Membership****Jo B. Woten, C.P.M.**

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 Phone: (512) 374-5431  
 Fax: (512) 374-5480  
 Email: [jwoten@dot.state.tx.us](mailto:jwoten@dot.state.tx.us)

**Awards****Sandra Radosavljevic, CPPO, CTPM**

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 E-mail: [sradosav@dot.state.tx.us](mailto:sradosav@dot.state.tx.us)

TEXAS ASSOCIATION OF PUBLIC PURCHASERS (TAPP) Web Site: www.austinontapp.org CHAPTER NATIONAL INSTITUTE OF GOVERNMENTAL PURCHASING

2009 Membership Application & Renewal Form/Invoice

Date: \_\_\_\_\_

There are many exciting reasons for becoming a TAPP member or renewing your current membership! Receiving monthly newsletters, attending monthly meetings to network and share procurement related information, receiving discounts on NIGP/TAPP sponsored training, and receiving continuation education points are just to name a few!

- checkbox New Member - \$50.00 checkbox Renewal - \$35.00 checkbox Retired - No Dues

(Please type or print and provide all information below)

NAME: TITLE: EMPLOYER: ADDRESS: CITY: STATE: ZIP: PHONE: FAX: E-MAIL (WORK):

Are you a member of National NIGP? checkbox Yes checkbox No NIGP#:

Professional certification earned: checkbox CPPO checkbox CPPB checkbox CTPM checkbox CTP Other:

Interested in serving on a committee? checkbox Programs checkbox Membership checkbox Facilities checkbox Communications and Publications checkbox Professional Development

(Please note that the above information will be shared with NIGP)

Chapter Year: January 1 through December 31. To receive credit for re-certification points, application must be received by March 15, 2009.

PLEASE RETURN FORM WITH PAYMENT FOR PROPER CREDIT

Please make check payable to: Texas Association of Public Purchasers

Send to: TAPP, P.O. Box 513, Austin, TX 78767

TAPP Tax ID # 14217636373000

## ***NOW IS THE TIME TO CONSIDER UPPCC CERTIFICATION***

Submit your completed application to UPPCC by Monday, February 2 for the Spring testing window Monday, May 4 - Saturday, May 9, 2009.

Additional deadlines and testing dates

[http://www.uppcc.org/become\\_certified/exam\\_schedule.aspx](http://www.uppcc.org/become_certified/exam_schedule.aspx)

"As we go forward during the current financial crisis, certification and professional development are more critical now than ever before. As our employers make tough decisions about personnel and filling critical vacant positions they will be looking for individuals who will be able to make an impact to the organization immediately.

Through UPPCC certification you can prove you have the necessary knowledge, skills, and abilities to make a difference to any organization by applying the latest techniques and methods you have learned as you prepare for certification. While some organizations may not be able to fund your certification efforts, it is time to invest in yourself and your future. By obtaining your CPPB or CPPO certification you will gain a competitive advantage over other non-certified individuals who may be applying for those coveted positions.

As Rick Grimm, CEO of National Institute for Governmental Purchasing, Inc. has recently stated 'Despite the economic challenges and budget cuts, your value and professional development should never be minimized.' Certification adds value to you and to your organization."

Norma J. Hall, CPPO, CPPB, CPM  
UPPCC Governing Board Chair

### Frequently Asked Questions

- What is the process to become certified?  
[http://www.uppcc.org/become\\_certified/process.aspx](http://www.uppcc.org/become_certified/process.aspx)
- Do I qualify for UPPCC Certification?  
[http://www.uppcc.org/become\\_certified/eligibility.aspx](http://www.uppcc.org/become_certified/eligibility.aspx)
- What will I be tested on?  
[http://www.uppcc.org/become\\_certified/examprep.aspx](http://www.uppcc.org/become_certified/examprep.aspx)
- How do I prepare for the examination?  
[http://www.uppcc.org/become\\_certified/examprep.aspx](http://www.uppcc.org/become_certified/examprep.aspx)
- Is there a testing center in my area?  
<http://www.prometric.com/UPPCC/default.htm>

If you have any questions, please contact [certification@uppcc.org](mailto:certification@uppcc.org) or or call 800-367-6447 x236.

## ***TAPP TO HOST CPPB AND CPPO REVIEWS***

To coincide with the UPPCC Spring testing window, TAPP will host review sessions for both the CPPB and CPPO examinations. The CPPB Review will be held April 6-7, 2009 and the CPPO Review will be held April 8-9, 2009. Please see TAPP's 2009 Seminar Schedule in this newsletter for registration information.

These are fantastic examination preparation sessions and are highly recommended!

## ***Job Postings***

In the past, the following websites listed positions under the following keywords: Buyer, Contract, Proposals, Bids, Specialist, Purchaser, Procure, Purchasing, Contract Administrator, Supply Management, and Inventory Management.

Please check these sites for the most recent postings:

<http://esbd.cpa.state.tx.us/hr/jobs.cfm>

[http://www.txdps.state.tx.us/administration/staff\\_support/human\\_resources/jobs/jobsearch.asp](http://www.txdps.state.tx.us/administration/staff_support/human_resources/jobs/jobsearch.asp)

<http://www.twc.state.tx.us/jobs/job.html>

<http://www.monster.com>

<http://www.jobsearch.com>

<http://hotjobs.yahoo.com>

<http://www.careerbuilder.com>

NIGP members may access job postings dedicated to public purchasers on the NIGP website at:

<http://www.nigp.org/restrict/career.htm>

## ***Newsletter Additions***

Do you have something you would like to add to the newsletter? Is there a writer in you just itching to get out?

Please consider preparing an article for the newsletter. You may choose any topic you wish (almost!) Writing an article for a professional association newsletter brings many great returns; among them are personal satisfaction and recognition, but most of all you have an opportunity to share your accumulated experience, knowledge, and wisdom with other TAPP members. CPPOs and CPPBs may even be eligible for a recertification point from NIGP for published articles.

Give me a call at (512) 542-6569 or send me a note at [john.dobrich@trs.state.tx.us](mailto:john.dobrich@trs.state.tx.us).



# TEXAS ASSOCIATION OF PUBLIC PURCHASERS 2009 SEMINAR SCHEDULE Austin, Texas

**Seminar Hours: 8:00 am – 5:00 pm; No Lunch is provided**

DATE	PRICE CODE	SEMINARS	REGISTRATION DEADLINE
JANUARY 14-16, 2009	3	LEAP – INTRODUCTION TO PUBLIC PROCUREMENT	12-23-08 <b>NOON</b>
FEBRUARY 11, 2009	1	MANAGING YOUR END USERS & SUPPLIERS: IT'S ALL ABOUT RELATIONSHIPS	01-09-09 <b>NOON</b>
FEBRUARY 12-13, 2009	2	WAREHOUSING & INVENTORY CONTROL	01-12-09 <b>NOON</b>
MARCH 25-27, 2009	3	LEAP – PLANNING, SCHEDULING & REQUIREMENT ANALYSIS	02-25-09 <b>NOON</b>
APRIL 6-7, 2009	2	CPPB REVIEW	03-06-09 <b>NOON</b>
APRIL 8-9, 2009	2	CPPO REVIEW	03-06-09 <b>NOON</b>
APRIL 22-24, 2009	2	LEAP – LEGAL ASPECTS OF PUBLIC PURCHASING	03-20-09 <b>NOON</b>
MAY 18-19, 2009	2	NEW – LOGISTICS & TRANSPORTATION	04-17-09 <b>NOON</b>
MAY 20-21, 2009	2	CONTRACTING FOR PUBLIC SECTOR SERVICES	04-20-09 <b>NOON</b>
JUNE 5, 2009	1	ETHICS: A SURVIVAL KIT FOR PUBLIC PROCUREMENT	05-08-09 <b>NOON</b>
SEPTEMBER 16-18, 2009	3	LEAP – SOURCING IN THE PUBLIC SECTOR	08-14-09 <b>NOON</b>
OCTOBER 21-23, 2009	3	LEAP – CONTRACT ADMINISTRATION	09-21-09 <b>NOON</b>
NOVEMBER 18, 2009	1	PROTESTS & DISPUTES: WHAT'S A BUYER TO DO?	10-16-09 <b>NOON</b>
NOVEMBER 19-20, 2009	2	NEW – RISK MANAGEMENT IN PUBLIC CONTRACTING	10-19-09 <b>NOON</b>
DECEMBER 9-11, 2009	3	LEAP – DEVELOPING & MANAGING RFPs IN THE PUBLIC SECTOR	11-09-09 <b>NOON</b>

<b>Seminar Fees</b>			
Membership Type	1-Day Seminar	2-Day Seminar	3-Day Seminar
National Member	\$160	\$360	\$575
Non-Member	\$225	\$500	\$750

**SEMINAR LOCATION**  
**CLARION INN & CONFERENCE CENTER**  
 2200 South IH-35; Austin, TX 78704  
 Phone: 512.444.0561/ FAX: 512.444.7254

**Registration, Payment, and Cancellation:** Go to desired seminar on NIGP Seminar Schedule at:  
<https://www.nigp.org/common/seminar/semsched.asp>

A. **Select** "Click here to register" located beneath the e-mail address as displayed below:

Texas Association of Public Purchasers Chapter of NIGP  
 Ann Tillman, CPTM, CPIM  
 Phone: 512-867-7160  
 Fax: 512-867-3199  
 E-Mail: [Ann.Tillman@ers.state.tx.us](mailto:Ann.Tillman@ers.state.tx.us)

B. **Registration methods** – inside "Links" box on upper right side of seminar webpage

1. **Online** – select "Online Registration" and follow step-by-step process **OR**
2. **Print/Fax form** – Fax completed form to 703-736-9639 "Attn: Seminar Registrar-Nic Burke"

C. **Payment** – required at least 7 days before seminar by credit card, check, or PO

D. **NIGP Cancellation Policy** – No refund less than 7 days before seminar & "No shows" are liable for the entire fee.



**Managing Your End Users and Suppliers:  
It's All About Relationships  
February 11, 2009**

**Contact hours:** 8 hours  
**UPPCC Re-Certification points:** 1  
**CEU Units\*\*:** .75

**General Description:** All public agencies face the challenge of stretching limited resources to accommodate an ever-expanding workload. Often we forget the value of investing our time and resources to reach out to our stakeholders. Public Procurement can benefit greatly from relationship management with our end users and suppliers. This seminar will demonstrate the benefits of reaching out to these groups and how it can improve Procurement's effectiveness.

**Intended Audience:** All levels of purchasing professionals.

**\*\*CEU units** for this workshop are granted through NIGP. NIGP will not issue partial CEU units.

**SEMINAR LOCATION**  
**CLARION INN & CONFERENCE CENTER**  
2200 South IH-35; Austin, TX 78704  
Phone: 512.444.0561/ FAX: 512.444.7254

**Seminar Hours: 8:00 am – 5:00 pm; No Lunch is provided**

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**Registration, Payment, and Cancellation:** Go to desired seminar on NIGP Seminar Schedule at:  
<https://www.nigp.org/common/seminar/semsched.asp>

A. **Select** "Click here to register" located beneath the e-mail address as displayed below:

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C. **Payment** – required at least 7 days before seminar by credit card, check, or PO

D. **NIGP Cancellation Policy** – No refund less than 7 days before seminar & "No shows" are liable for the entire fee.



## Warehousing and Inventory Control February 12-13, 2009

**Contact hours:** 16 hours  
**UPPCC Re-Certification points:** 2  
**CEU Units\*\*:** 1.5

**General Description:** Public priorities don't always wait for the supply chain to react to needs. In addition, budgets are too tight for "just in case" inventories waiting for policy-makers to decide whether to install more "children at play signs" or provide additional environmentally-friendly trash bags at parks. How does today's procurement professional proactively prepare to satisfy client needs? One answer may be an effective warehouse and inventory control system. This course focuses on optimizing the development/management/maintenance of a supply chain that includes a warehousing and inventory management strategy. It enables the procurement professional to gain command of the key elements of a successful operation and provides a guide to complementing procurement activities with prudent inventory management techniques. Can these concepts help your procurement function add value to meet often unpredictable demands?

**Intended Audience:** Finance, procurement and supply chain professionals looking for ways to become more effective and efficient by improving their inventory management methodologies. warehouse managers and warehouse employees.

**\*\*CEU units** for this workshop are granted through NIGP. NIGP will not issue partial CEU units.

**SEMINAR LOCATION**  
**CLARION INN & CONFERENCE CENTER**  
2200 South IH-35; Austin, TX 78704  
Phone: 512.444.0561/ FAX: 512.444.7254

**Seminar Hours: 8:00 am – 5:00 pm; No Lunch is provided**

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**Registration, Payment, and Cancellation:** Go to desired seminar on NIGP Seminar Schedule at:  
<https://www.nigp.org/common/seminar/semsched.asp>

A. **Select** "Click here to register" located beneath the e-mail address as displayed below:

Texas Association of Public Purchasers Chapter of NIGP

Ann Tillman, CPTM, CPIM

Phone: 512-867-7160

Fax: 512-867-3199

E-Mail: [Ann.Tillman@ers.state.tx.us](mailto:Ann.Tillman@ers.state.tx.us)

B. **Registration methods** – inside "Links" box on upper right side of seminar webpage

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**Planning, Scheduling and Requirement Analysis**  
**March 25-27, 2009**



**Contact hours:** 24 hours  
**UPPCC\* Re-Certification points:** 3  
**CEU Units\*\*:** 2.25

**General Description:** This course will cover strategic planning within an organization and the importance of its relationship to procurement planning. Planning models will be discussed as will public sector budgeting. Developing key partnerships within the organization in requirements determination will be explored, as this will lead to the development of proper specifications. Pricing strategies employed in the public sector such as cost analysis and life cycle costing will also be covered.

**Intended Audience:** This is an introduction to the strategic planning and the procurement planning process that will be valuable to all public procurement professionals interested in developing strategic working relationships with end users. This course will be beneficial to every public procurement professional attempting to advance in the field and develop their knowledge, skills and abilities relative to procurement's strategic position within an organization. Many of the concepts may be of special interest to the practicing public administrator and public procurement professionals.

\*\***CEU units** for this workshop are granted through NIGP. NIGP will not issue partial CEU units.

**SEMINAR LOCATION**  
**CLARION INN & CONFERENCE CENTER**  
2200 South IH-35; Austin, TX 78704  
Phone: 512.444.0561/ FAX: 512.444.7254

**Seminar Hours: 8:00 am – 5:00 pm; No Lunch is provided**

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## Legal Aspects of Public Purchasing

April 22-24, 2009

Contact hours: 24 hours  
UPPCC\* Re-Certification points: 3  
CEU Units\*\*: 2.25



**General Description:** Designed to be an educational exploration of the Legal Aspects of Public Procurement, this course will provide a foundation of the principles and general concepts of the law as it applies to public procurement. Course content will address issues such as the UCC, the Model Procurement Code, Sale of Goods Act and the legal implications surrounding solicitations, contracting and post award issues. Attention will be given to the ethical issues facing the profession relevant to the law. Taught by procurement professional, not an attorney, this course will focus on actual procurement situations with actual procurement implications.

**Intended Audience:** This fundamental approach to procurement law will be of interest to those who are substantially involved in the public procurement contracting process. Individuals who want to increase their understanding of both the capability and limitation of the law on government procedures will be responsive to the course content. In addition, this course will be beneficial to all those who work alongside those in the public sector and must operate under the guidelines of procurement law for the successful acquisition of products and services.

\*\*CEU units for this workshop are granted through NIGP. NIGP will not issue partial CEU units.

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Phone: 512.444.0561/ FAX: 512.444.7254

**Seminar Hours: 8:00 am – 5:00 pm; No Lunch is provided**

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## Logistics and Transportation May 19-20, 2009

**Contact hours:** 16 hours  
**UPPCC\* Re-Certification points:** 2  
**CEU Units\*\*:** 1.5

**General Description:** The private sector has been doing this for years. Government agencies have now begun to realize the value of evaluating the total cost of procuring goods which may include transportation costs, carrying costs or disposal costs. Today's negotiations now involve consideration of these costs. Public procurement professionals are often unaware of the opportunities to improve the terms and reduce the expenses associated with the delivery of contracted products. This course focuses on the benefits of contracting product transport services independent of the product itself, through understanding the nature of logistics contracting, processes the responsibilities and legal aspects, and the competitive market environment of transportation carriers.

**Intended Audience:** Anyone associated with the purchase of goods.

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2200 South IH-35; Austin, TX 78704  
Phone: 512.444.0561/ FAX: 512.444.7254

**Seminar Hours: 8:00 am – 5:00 pm; No Lunch is provided**

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Texas Association of Public Purchasers Chapter of NIGP  
Ann Tillman, CPTM, CPIM  
Phone: 512-867-7160  
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B. **Registration methods** – inside "Links" box on upper right side of seminar webpage

1. **Online** – select "Online Registration" and follow step-by-step process **OR**

2. **Print/Fax form** – Fax completed form to 703-736-9639 "Attn: Seminar Registrar-Nic Burke"

C. **Payment** – required at least 7 days before seminar by credit card, check, or PO

D. **NIGP Cancellation Policy** – No refund less than 7 days before seminar & "No shows" are liable for the entire fee.

## Contracting for Public Sector Services May 21-22, 2009



**Contact hours:** 16 hours  
**UPPCC Re-Certification points:** 2  
**CEU Units\*\*:** 1.5

**General Description:** Faced with the challenge of identifying best value, can the public procurement professional successfully engage partners to achieve efficiency, effectiveness and the social goals of the community? Call it privatization, outsourcing, competitive tendering, or alternative service delivery, contracting for public sector services dominates contract spending at all levels of government in countries around the world. This course examines the process beginning from the decision whether to “make or buy” through the special considerations of the services RFP, the contract award and contract administration.

**Intended Audience:** Procurement Officials, senior buyers, public administrators, and contract managers involved in the procurement of services.

\*\*CEU units for this workshop are granted through NIGP. NIGP will not issue partial CEU units.

**SEMINAR LOCATION**  
**CLARION INN & CONFERENCE CENTER**  
2200 South IH-35; Austin, TX 78704  
Phone: 512.444.0561/ FAX: 512.444.7254

**Seminar Hours: 8:00 am – 5:00 pm; No Lunch is provided**

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**Registration, Payment, and Cancellation:** Go to desired seminar on NIGP Seminar Schedule at:  
<https://www.nigp.org/common/seminar/semsched.asp>

A. **Select** “Click here to register” located beneath the e-mail address as displayed below:

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