

# The Purchasing Buy-Lines

News Worthy to be Read and Repeated

## Columbia Chapter Officers

Elaine Holt, CPPO  
President

Kathleen Hinick, CPPB  
Vice President

Gretchen Harold, CPPB  
Secretary

David Laney  
Treasurer

Diane Seaton, CPPB  
Past President

## Board Members

Bobbie Matthews,  
CPPO, CPPB  
Professional Development

Christine Moody, CPPB  
ICP

Denise Johnson, CPPB  
Membership

Columbia Chapter



Summer 2006

## NIGP ANNUAL FORUM AND PRODUCTS EXPOSITION

by Kathleen Hinick, CPPB

The 61<sup>st</sup> annual NIGP Forum and Products Exposition will be held in the fine city of Tampa, Florida from August 5 through August 9, 2006. The Forum boasts 45 workshop topics presented by highly qualified, public procurement professionals from all parts of the United States and Canada.

This year Oregon will send three members from the Columbia Chapter as workshop presenters. Darin Matthews, CPPO, CPM, will present "Innovation in Public Procurement"; Robin Rickard, CPPO, will speak on "You Did What? The Ethics Quagmire in a Diverse World" and "Specifications: Your Best Friend or Your Worst Enemy"; and Jeff Baer, CPPO, CPPB, will present a workshop on "Buying Responsibly: Green Procurement Initiatives".

Oregon will be well represented by our own Darin Matthews, CPPO, CPM, as the 2006/2007 NIGP President. Darin is the Director of Procurement for Multnomah County School District #1.



The NIGP Annual Forum is the largest educational conference held exclusively for individuals in Public Purchasing. The Forum provides an excellent environment to learn and share new ideas, innovative techniques and network with our fellow public procurement professionals in the country at one place.

## Oregon Members Take On National Leadership Roles

by Darin Matthews, CPPO, C.P.M.  
NIGP President Elect

Oregonians continue to play an instrumental role in shaping the future of the public procurement profession. Even with over seventy chapters in the US and Canada, the Oregon chapters of NIGP seem to always rise to the top.

The appointments for the 2006-2008 national committees for NIGP have been announced and the following local members were named: (continued on page 3)



# President's Message

By Diane Seaton, CPPB

In the fall newsletter, many of the goals identified by the Board for the year 2006-2007 were listed. As promised, the goals are listed here again along with the results and comments.

**Re-design & update website:** Website has been redesigned, updated, and is maintained regularly. Three members currently have the ability to update.

**Hold a Reverse Vendor Trade Show (w/ OPPA):** Trade show was held April 12th. Thanks to many volunteers the trade show was a success. Profits to each Chapter are expected to be close to \$5,000. Planning has already begun for next year's trade show.

**Schedule meetings for at least a year in advance:** Special meeting was held and calendar for the year was developed. The Board is meeting June 1 to develop a calendar for the new year (June thru May).

**Increase membership:** Membership increased 26%!

**Develop "rewards" program for volunteers:** Rewards program was developed.

**Increase number of educational scholarships:** Offered three special scholarships to National. With the development of a rewards program and the success of the Reverse Vendor Trade



Show, we will be able to offer other educational scholarships (for workshops, etc.)

**Review scholarship structure:** Reviewed and made minor revisions. Created a special scholarship for attendance to the National Conference.

**Publish fundraiser cookbook (w/ OPPA):** Cookbook was completed May 11th and is for sale!

**Apply for Medium Chapter of the Year:** Application was submitted on April 21st.

**Improve relationship with OPPA:** Hope no one took offense to this one. Columbia Chapter and OPPA have always had a good relationship and have worked together on many things in the past.



But I do feel we have improved on a good relationship and had fun working together on the usual things in addition to holding a successful trade show and publishing a great cookbook.

**Sponsor publication of Certifiable Guide (2nd edition):** The 2<sup>nd</sup> edition of the Certifiable Guide has been completed. Darin Matthews revised his guide and worked with a printing company to print the books at no cost. NIGP ordered 100 guides and all proceeds in the amount of \$920 went to the Columbia Chapter. Darin asked that the proceeds be used toward awarding scholarships to attend the National Conference.

**Develop member handbook:** This has not been done yet. The Board has scheduled a couple of extra meetings during the summer and I believe this will be addressed at one of the meetings.

**Update list of officer, director, and committee duties:** This has not been done yet. May be addressed at a future meeting.

**Strategic Planning Update:** A special meeting was held to review the past strategic plan and a new one was created and distributed to members.

Thanks to all the officers, directors, and members for all of your hard work in accomplishing these goals. It's been a fun & busy year. Thank you for all of your support and kindness during this past year.

# President's Message (continued)

It's with a little sadness and some relief that I will now move into the past president position. But I'm excited about the change of officers & directors and what the new year will bring.

Soon to be past president,  
Diane Seaton, CPPB

## Oregon Members Take On National Leadership Roles (Cont. from page 1)

### Advocacy Committee

Larry Wright, CPPO, CPPB, Oregon DAS (Vice Chair)  
Eileen Miller, C.P.M., Chemeketa Community College

### Chapter Relations Committee

Brian Woodall, CPPB, Tri-Met

### Education and Professional Development

Rob Rickard, CPPO, Oregon Secretary of State (Vice Chair)

### Forum and Products Exposition

Bobbi Matthews, CPPO, CPPB, Port of Portland

Keep up the great work!

The NIGP Board of Directors truly appreciates the commitment and professionalism demonstrated by our committee members. I am very proud to have many of you serving in key roles for the Institute.

It is a miracle that curiosity  
survives formal education.

Albert Einstein



## 2005 Chapter Buyer and Manager of the Year

By Elaine Holt, CPPO

This year, the Chapter Buyer of the Year was awarded to **Gretchen Harold**.

Gretchen holds her CPPB certification and was recently promoted to Buyer III at the Port of Portland. She is a long time volunteer for the chapter. Gretchen was the Membership Committee chair for three years, and this year she served as Chapter Treasurer. In addition, Gretchen helped organize the Reverse Vendor Trade Show and participated in the creation of the new Chapter Cookbook.

The 2005 Chapter Manager of the Year was awarded to **Diane Seaton**. Diane holds CPPB and CDT certifications. She has been an active member of the chapter for seven years; she served as Membership Chair for three years and then as Treasurer, Secretary, Vice-President and President. Diane is currently the Contracts Administer for the City of Portland, General Services Department, Facilities Division. In her role as a Board member and now President, Diane is a tireless contributor and consistently encourages members to go that extra mile. She has definitely helped lead the chapter to new heights!

Congratulations Diane and Gretchen!

## The Cookbooks Are Here! The Cookbooks Are Here!

The cookbooks, that have been part of a joint fund raising effort between Columbia Chapter NIGP and OPPA arrived from the factory and are for sale to all members and friends.

Many of you have submitted recipes and stories. The cost is \$10.00 for each book. If you are interested in purchasing one contact either Diane Seaton at [dseaton@ci.portland.or.us](mailto:dseaton@ci.portland.or.us) or Gretchen Harold at [gretchen.harold@portofportland.com](mailto:gretchen.harold@portofportland.com).



Visit our website at [www.columbiachapternigp.org](http://www.columbiachapternigp.org)

# Reverse Vendor Trade Show

by Christine Moody, CPPB

The first annual Reverse Vendor Trade Show sponsored by the Oregon Public Purchasing Association and the Columbia Chapter NIGP was a winner!



The trade show, held on April 12<sup>th</sup> at the Salem Convention Center, was titled “Ready for Tomorrow” and provided vendors the opportunity to interact with procurement professionals from agencies throughout Oregon and Southwest Washington. Thirty agencies sponsored tables for the event which was attended by over 160 vendors.

Vendors were offered two workshops in the morning and in the afternoon that addressed

how to prepare a successful proposal and what to expect after an RFP has closed.

Between the morning and afternoon sessions there was a lunch served for agency buyers with an entertaining speaker, Howard Baker Jr.

Thanks to the 25 volunteers who did everything from registration to designing signs to teaching classes. The Columbia Chapter profited \$4,693 that will be used for scholarships and other professional development purposes. Planning is taking place for next year’s Reverse Vendor Trade Show on March 20, 2007. We will be looking for more volunteers in the fall!

“Success usually comes to those who  
are too busy to be looking for it.”

Henry David Thoreau

## UPCOMING TRAININGS & CONFERENCES



August 5-9	NIGP National Forum	Tampa, FL
Aug. 30-Sept. 1	Legal Aspects of Purchasing	Portland, OR
September 14-15	OPPA Fall Conference	Seaside, OR
September 27-29	CPPO/ CPPB Review & Testing	Wilsonville, OR

## Franna Hathaway Receives Harold F. Vaughn Service Award



Franna Hathaway and OPPA President Craig Johnsen.

by Louise Tamiesie, CPPB

Franna Hathaway, CPPO, Multnomah County Contracts and Procurement advisor, was recently awarded the Oregon Public Purchasing Association's Harold F. Vaughn Service Award at the OPPA Annual Spring Conference in Redmond, Oregon.

The Harold F. Vaughn Service Award was created to acknowledge and recognize professional purchasers who have provided exemplary service to OPPA and Public Purchasing over the course of their career.

"This is one of the highest forms of recognition that a governmental purchasing professional can receive," said Dave Boyer, Multnomah County's Chief Financial Officer. "This is a well-deserved award for Franna's many years of quality service to Multnomah County and the State of Oregon."

Franna has been a Multnomah County

employee since 1978, and a procurement professional since 1981. She is a Certified Public Purchasing Officer and a past director of OPPA. Franna was also instrumental in the rewrite of ORS 279. After 25 years of service, Franna will be retiring this Fall and is looking forward to enjoying grandchildren and travel. Her long history and vast knowledge of the procurement process will be missed.

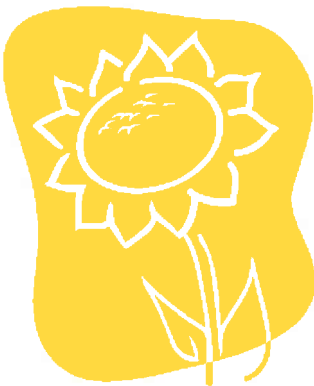
Congratulations Franna!

More information about the award and OPPA is available online at:

<http://www.oppaweb.org>



## Scholarship Award



This year the Chapter has awarded a \$2000 Scholarship for the 2006 NIGP Annual Forum in Tampa, Florida.

The winner is:

Denice Henshaw, Buyer I, Multnomah County Central Procurement and Contract Administration.

Denice submitted an outstanding application and we are thrilled that she and other members will be in Tampa to congratulate Darin Matthews, CPPO, C.P.M. as he takes the podium as incoming NIGP President!

**"Kind words may be short...but their echoes are endless."** Mother Theresa

# Lone Star Conference—Don't Mess with Texas

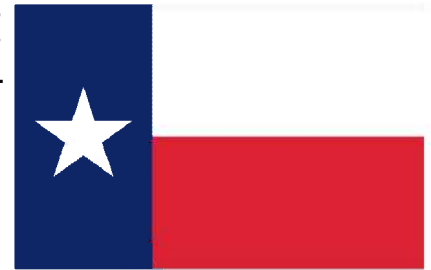
by Allyson Anderson, CPPB, Clark County

I was lucky enough to be this year's Columbia Chapter attendee at the Lone Star Conference in Galveston Texas. To sum up my experience, I will use the following words:

**Hospitable:** The moment I checked in at the Hotel Galvez, I knew I was in for a trip filled with hospitality. From the hotel staff to the conference committee members, everyone had open hearts and hands. My first encounter with the attendees of the conference was at the golf tournament. I walked up to the sign-up table and met Gilbert, Debbie, the other Debbie, and DeWight. Immediately, I felt like I belonged. They were so kind, funny and embraced me as one of the group. I was teamed up with a local carpet vendor who had an endless amount of advice about my game. He really knew what he was talking about. It was a blast! A few committee members drove a cart that followed us around with drinks in order to make sure that the heat didn't get to us. Throughout the conference, these same people were my sounding board. They listened and gave countless amounts of purchasing advice.

**Informative:** The keynote speaker was Doreen Murner, CEO of the National Association of Educational Procurement. The title of her presentation was, "Peas in a Pod...Achieving the same results differently."

The breakout sessions were a great way to learn about topics that could improve the way our agencies do business and add to the service we provide. The first session I attended was on workstation ergonomics. I figured that since I am the furniture buyer for Clark County, I could learn a new thing or two about ergonomics. One helpful tip is if you don't have a headset, the best place to position your phone on your desk is on the opposite side of your strong hand. For example, if you are right handed, place your phone on the left side of your desk. This frees up your right hand to take notes.



(continued on page 10)

## More Lone Star Conference Information

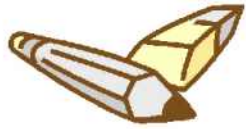
The current Columbia Chapter list for the Annual Lone Star Conference is as follows:

Kathleen Hinick	2007	Linda Hoffman	2012
Bill Springmeyer	2008	Louise Tamiesie	2013
Christine Moody	2009	Sarah Mongue	2014
Cynthia Roda	2010	Margeret Kissner	2015
Scott Jury	2011		

If you have your CPPB certification and would like your name added to this list, contact Gretchen Harold @ [gretchen.harold@portofportland.com](mailto:gretchen.harold@portofportland.com).

# Office Depot Tour

by Margaret Kisser



THANKS  
OFFICE  
DEPOT  
FOR  
A  
GREAT  
TOUR!

A tour was held of the Office Depot Warehouse located in Kent, Washington on May 3<sup>rd</sup>. The event was specifically arranged for school districts and was attended by representatives from Bellingham, Wenatchee, Marysville, Edmonds, Seattle, Tukwila, Burien, Snohomish, Kent and Bothell, all Districts in Washington and by Portland Public Schools.

The tour began with a viewing of Office Depot's "Design, Print, Ship Center", newly built to handle all of your printing needs or overflow from your in-house print shop. From there, we were shown some of the products offered in the Office Depot "Promotional Products" catalog, then on to the Warehouse.

Office Depot's warehouse is 230,000 square feet and is home to about 14,000 different items. The Kent facility receives orders from only Washington and Oregon customers and fills approximately 5,000 orders daily. Jacqui Zanotelli is Director of Operations and has been for over 14 years. The highly animated conveyor software, (Siemen's) "Rapid Route", helps her run a tight ship. The Office Depot Warehouse is really impressive!

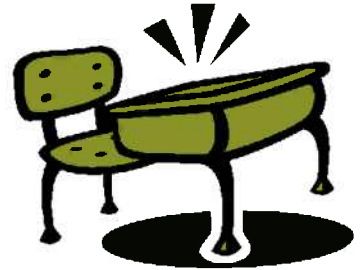
The tour proceeded with a visit to the Office Depot Furniture Showroom featuring the latest in school classroom and office furniture.

School desks have certainly come a long way! The HON representative pointed out issues of ergonomics and "tipability" – the ease with which a

student chair can be tipped over – during the presentation. It was interesting to see how their chairs "stacked up" to the competition (no pun intended).

Finally, we were treated to lunch and were gifted with bags of samples, and information on the latest and greatest from various Office Depot suppliers. The Office Depot Warehouse Tour will be an annual event.

Thanks Office Depot for a great tour!



Retirement at sixty-five is ridiculous.  
When I was sixty-five I still had pimples.

George Burns (1896-1996)



# 6<sup>th</sup> Annual Joint Purchasing Workshop

by Diane Seaton, CPPB

Columbia Chapter and OPPA held the 6<sup>th</sup> Annual Joint Purchasing Workshop on March 2nd at the Holiday Inn, Wilsonville. Attendees heard from two of NIGP's top leaders on the state of the public procurement profession: Norma Hall from the South Carolina Department of Transportation and President of NIGP; and Darin Matthews, Director of Procurement for Portland Public Schools and the First Vice President for NIGP.

The day began with Norma and Darin talking about new initiatives, programs, and opportunities at the National Institute of Governmental Purchasing. Some of the items discussed included the LEAP Program, both foundation and advanced courses; professional certification opportunities; chapter resources; web-based resources; and research and consulting programs.

Darin began his presentation, "You're Under Oath" with a bit of wisdom from Groucho Marx – *"We should learn from the mistakes of others. We don't have time to make them all ourselves."* Darin discussed several case studies involving arbitration and litigation and told of his experiences providing testimony. He showed how to look for telltale signs of trouble and provided tips on what to do if you're called to the witness stand.



In the afternoon, Norma gave a highly interactive presentation on "Teambuilding in the Procurement Arena". Norma demonstrated when teams should be used, helped to identify the role each person plays on the team, how to incorporate the attributes of all roles and how to have successful teams.

It was a fun and informative workshop!



## COLUMBIA CHAPTER NIGP GENERAL MEETING

SEPTEMBER 7, 2006

11:30 AM TO 1:30 PM

THE STOCKPOT RESTAURANT

8200 SCHOLLS FERRY ROAD

BEAVERTON, OR

FOR INFORMATION CONTACT LESLIE JOHNSON AT:

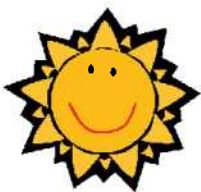
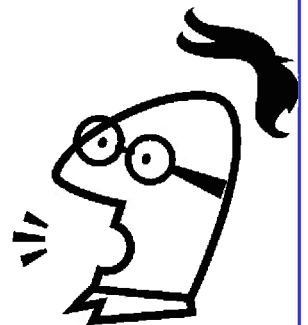
[Leslie\\_Johnson@co.washington.or.us](mailto:Leslie_Johnson@co.washington.or.us)

## Lone Star Conference—Don't Mess with Texas (continued from page 7)

The other sessions I attended discussed the power of planning the unplanned, how to stay positive and productive in the midst of workplace change and negotiations. The most thought-provoking speech was "Ethics and the Boiling Frog," presented by Beau Grant, CPPO. He reminded us that professionals always ask that critical question first and that we are responsible for ensuring the public trust. Also, he suggested that as purchasing professionals, we should market the good things when they happen to demonstrate our own value. The most meaningful exercise he had us do was to think about our individual ideals and what is most important to us. He had us identify, on average, the amount of time and money we spend on each personally important area of our life. The point of this exercise was to give us a way to evaluate if we were on track with our personal ideals and if those ideals matched up with how we want to be remembered at the end of our

**Amusing/Fun:** The first evening in Galveston was fun. The social and welcome reception served as a great way to talk and network with other attendees. There was plenty of food and a live band.

Part of the experience I will not forget was networking at dinner with the other attendees. Every night there was a group going out. I have a funny story that comes to mind to explain the amusement of my trip. Have you ever felt taken advantage of at a restaurant? Well, let me set the stage. Eight of us met at a local restaurant on the water for dinner. Five of us were already there and we decided to order an appetizer to share. The waiter recommended the special appetizer of the day, which sounded good. We ordered it and devoured it when it arrived. The bill came.....that appetizer was on the bill for over \$50. Being the purchasing professionals that we were, we questioned the bill thinking that three was some kind of mistake. No mistake.....I guess we should have done a price comparison. Note to self, never order food at market price without asking what the market price is. Galveston.....Home of the \$51 appetizer.



**Sunny:** The sun was out the entire time I was in Texas! The pool and ocean were temptations that I had to deal with. You know what it is like to be cooped up inside an office on an 80 degree day in Portland, right? Try being in a conference hall knowing that the pool is right outside the door and seeing the ocean through the windows during the presentations. It was a torture!

I will always remember the warmth I experienced at the Lone Star Conference 2006! Warm weather, warm smiles, warm hearts, warm hands, and warm new friends. I highly recommend this experience to all.

FOR MORE INFORMATION ABOUT THE LONE STAR CONFERENCE VISIT THE WEBSITE AT:

<http://www.setapp.org>

# THE LEGAL ASPECTS OF PROCUREMENT



ONE OF SIX SPONSORED COURSES IN CORE SERIES ACCEPTED AS  
ONE OF THE APPROVED COURSES REQUIRED FOR CPPB OR CPPO CERTIFICATION

**AUGUST 30 – SEPTEMBER 1, 2006**

**Multnomah County ESD  
11611 NE Ainsworth Circle  
Portland, Oregon 97220-9017**

**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 a procurement professional, not an attorney, this course will focus on actual procurement situations with actual procurement implications.

**Duration:** 3-Day Seminar; 24 hours of instruction

**Contact hours:** 24 hours

**UPPCC\* Re-Certification points:** 3

**CEU Units\*\*:** 2.25

**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 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.

**Instruction:** The instructor selected by NIGP for this class will be Rob Rickard, CPPO, OPBC with the Oregon Secretary of State.

**Registration:** Includes all course and study materials with break refreshments. Full payment is required prior to attendance.

National NIGP Member	\$550.00
Chapter Member	\$725.00
Non-Member	\$825.00

MAIL Payment and Registration to: Columbia Chapter NIGP  
Michael Westerman, CPPO  
Purchasing Manager  
Clark County  
PO Box 5000  
Vancouver, WA 98666

**For Additional Information Contact: Michael Westerman (360) 397-2323**