

The Procurement Edge

News for the Professional in Public Purchasing

May 2022



Official Chapter **NIGP** The Institute for Public Procurement



General Membership Zoom Meeting

May 19, 2022

10:00 a.m.



Welcome Back!

CO-OPP Returns to In-person Meeting

CO-OPP's May General Membership Meeting will return to an in-person meeting along with a virtual option. We are finally able to gather and network face to face. Some members have never met other members, this will be your opportunity to meet and network with other CO-OPP members in person.



It is also CO-OPP's first Hybrid style meeting. With the Hybrid style members, and guests, can attend the meeting on-site or on-line. Take Note - the in-person meeting will be held in a new location than previous meetings

May 10, 2022

Ohio Department of Transportation Auditorium
1980 West Broad Street, Columbus OH

AGENDA

NETWORKING 8:00 - 9:00

BUSINESS MEETING 9:00 - 10:00

GUEST SPEAKER 10:30 - 11:30

If you are new to public procurement, you may wonder what does NIGP offer me, or if you have been an NIGP member for years are you using all that is available for you from NIGP?



Join CO-OPP members as we welcome one of NIGP's Area 3 Chapter Ambassador Penny Owens, NIGP-CPP, CPPO. Penney is an Assistant Purchasing Agent with the City of Knoxville and will explain all things NIGP has to offer you.

Central Ohio Organization of Public Purchasers

PO Box 2122
Columbus OH 43216

info@coopp.org

Lori Byrd, CPPB, President



MISSION

Promote professionalism in public procurement by providing a forum for shared resources and education for members

VISION

To lead and promote excellence in public procurement



**Committees need
your assistance**

JOIN NOW!



**Registration
Now Open**

JOIN NIGP IN BOSTON OR VIRTUAL

August 20 – 24, 2022

Boston Convention and Exhibition Center, Boston, MA

Discover a network of colleagues, explore bold ideas, and gain new experiences that accelerate your long-term professional goals.

NIGP Forum brings together professionals at all levels and from all career stages to learn from and support one another. It's where innovative ideas are shared and worked on collaboratively. It's where our profession is exposed to new thinking and prepared to develop new solutions to reshape our work. It's where relationships are forged to support you through your next three titles. It's where you can find the vetted, trusted, and indispensable partners to meet current and future challenges head-on.

Whether you're joining us in Boston or live streaming the experience virtually, you'll have plenty of ways to participate, learn, connect, and prepare for all the new possibilities ahead.

THERE ARE TWO WAYS TO PARTICIPATE IN FORUM 2022 IN PERSON OR VIRTUALLY

All attendees receive....

- 20.5 Contact Hours
- On Demand Access to All Virtual Content
- 12 Entity Networking Sessions
- Access to virtual platform to connect with participants
- Access to the Virtual Supplier Resource Center

[LEARN MORE](#)

JOIN LIVE IN BOSTON

Boston Convention and
Exhibition Center

August 20 – 24, 2022



- 5 Keynote Experiences
- 70+ Live Learning Sessions
- 10 Interactive Workshops (NEW)
- 16 Critical Conversations
- 300+ Exhibitors at Face-to-Face Product Expo
- 12 Supplier Topical Networking Sessions
- Fun Social Events to Reconnect
- Awards Dinner

20 Contact Hours Available

Early Registration (through May 31)

Member: \$897
Non-Member: \$1,097

Other In Boston Registration Options

Conference Only:

Member: \$697
Non-Member: \$897

Retired Member: \$350

Daily – 1 Day: \$397

Daily – 2 Days: \$697

JOIN IN VIRTUALLY

Boston Convention and
Exhibition Center

August 20 – 24, 2022



- 4 Live Keynote Experiences
- 24 Live Learning Sessions
- 20 Recorded Sessions with Live Presenter Q&A via Text Chat
- 6 Critical Conversation Sessions
- Virtual Networking Rooms

20 Contact Hours Available

Early Registration (through May 31)

Member: \$299
Non-Member: \$399





VCON Summer 2022

Virtual Conference - Soft Skills Essentials

June 8 – 9 2022

12:30 – 5:00 PM (EST)

8 Contact Hours

What are Soft Skills?

Personality traits, behaviors, and social attitudes that make you a more effective communicator, enables you to collaborate with others, helps you successfully manage workplace conflict. Unlike “hard” skills, which often describe a person’s technical abilities, soft skills include any skills developed beyond your technical competencies and showcases your ability to work with others and grow within an organization. With the growth of team-oriented jobs, these skills become critical to the modern work environment.

5 Key Reasons Soft Skills are Important

- Hard skills become useless without soft skills to back up task-related knowledge
- Soft skills are more difficult to learn, therefore more valuable
- The modern workplace requires collaboration between people and teams to get things done
- Soft skills such as empathy and sense of humor improve the customer experience
- Skills are future-proof since they can’t be replicated or replaced by automation or artificial intelligence (AI)

Sessions Include:

Emotional Intelligence

Critical thinking

Managing Your Time & Energy

Resiliency & Adaptability

Presentation Skills

Communication, Collaboration & Active Listening

Register Today:

Members \$149 50% off through June 3, 2022 with Code SOURCEWELL50

Non-Members \$249



“The beautiful thing about learning is that nobody can take it away from you.”

– B.B. King



NIGP Headliner Series

The NIGP Headliner Series feature compact sessions on the most current procurement topics that impact your career, your entity, and your community. Attend One, Attend All

Next Headliner: New Negotiation Strategies for Today's Market

May 12, 2022

1:00 – 4:00 PM (EST)

Contact Hours: 3

\$79 Members | \$179 Non-Members

Negotiation, whether simple or complex, requires planning. Negotiation is used when obtaining funding and resources and working in an environment where competing interests are involved. Join us for a two-hour presentation by a panel of subject matter experts who will discuss approaches, strategies, and the use of psychology to achieve desired outcomes negotiations. Followed by a one-hour Q&A session.

Headliners Available On-Demand

Headliner: Building a Stronger Partnership Between Finance and Procurement

Contact Hours: 4

\$79 Members | \$179 Non-Members

Now more than ever, regardless of the organizational structure within a state or local entity, Finance and Procurement must form an interconnected relationship to best serve the public. This interactive series explores the crucial role procurement plays to improve financial management outcomes, current trends in public finance, and effective tools and strategies to solve common problems facing all entities.

Part 1: Integration of Finance and Procurement

Part II: Leveraging Procurement to Address Common Challenges

REGISTER FOR ON-DEMAND ACCESS THROUGH MAY 31, 2022.

Registration includes both Part I and Part II

LEARN MORE



What Have You Missed?

NIGP's **RADIO NIGP** continues to produce monthly segments. As you start a new year why not start a new habit of watching RADIO NIGP monthly, it may get you thinking about new possibilities. You can catch up on the Radio News [complete Radio NIGP Collection](#). Below is the list of what you may have missed over the past months.

April Broadcast "Staffing: Hire for Passion, Train for Competence!" – With the departure of many employees during the pandemic a knowledge gap has developed within many public procurement agencies. The April broadcast will provide tips and tools for filling those vacancies.

- **Hot Topics:** Procurement Staffing – the world is changing FAST...are we ready?
 - **Legally Speaking:** Legally Speaking surveys some of the legal issues surrounding employees working remotely, providing a checklist you can use to assess your own entity's preparedness.
 - **Visionary Views:** Interview with Jenn Myers, Procurement Manager, City of Tucson, AZ on What Public Procurement process looks like two years after the Covid pandemic:
 - Fully staffed with new hires onboarding
 - Strategic Plan refocus
 - Internal training first with new software launch
 - **Tech Talk:** Staffing challenges with discussions on the importance of cross-training, checklists, collaboration with end users and Leadership support.
 - **Way to Grow:** An interview with Nathan Daou, Procurement Administrator, City of Tucson, AZ on Mentorship and Succession Planning.
 - **Good in Orange:** What can go wrong when managers hire procurement officers under duress.
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March Broadcast "Procurement Month" – The show kicks off with a greeting from NIGP CEO Rick Grimm followed by great information in March's segment.

- **Greeting** from NIGP CEO Rick Grimm.
 - **Moments with NIGP:** NIGP membership Council members Jody Jacoby and Zulay Milan discuss the upcoming elections and why member participation is so important.
 - **I Don't Look Good in Orange:** PPE fraud during the pandemic and how it presents opportunities for Procurement professionals to shine.
 - **Tech Talk:** Celebrating YOU and technology!
 - **Visionary Views:** An interview with Gord and Emma Sears.
 - **Way to Grow:** The Experiences of a Successful Mentee with Mentors – and interview with Tracy Attenasio
 - **Commentary:** As we celebrate YOU and the job that you do during Procurement Month, we also share tips on how to add value and be recognized all year long.
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[VIEW THE COMPLETE RADIO NIGP COLLECTION](#)



Scholarship Information

Check out the Professional Development Assistance program – [Click Here](#) for the Scholarship Program information and Application, or contact awards@coopp.org



Classes

CO-OPP Scheduled

- ✓ **Core Certificate: Foundations of Sourcing and Contracting (Virtual)**
May 9 - 11, 2022 8:00 - 5:00
Contact Hrs.: 22.5 / CEUs: 2.3
- ✓ **Legal Aspects of Public Procurement (In-person)**
July 25 - 27, 2022 8:00 - 5:00
Contact Hrs.: 22.5 / CEUs: 2.3
- ✓ **Competency Module: Cost, Price, and Value Analysis**
August 25, 2022 8:00 - 5:00
Contact Hrs.: 7.5 / CEUs: 0.8
- ✓ **Core Certificate: Foundations of Leadership (In-person)**
September 19 - 20, 2022 8:00 - 5:00
Contact Hrs.: 15 / CEUs: 1.5

PPANO Scheduled (Cleveland)

- ✓ **Competency Module: Specification Development**
June 16, 2022 9:00 - 1:00
Contact Hrs.: 4 / CEUs: 0.4
- ✓ **Competency Module: Market Analysis and Forecasting**
September 22, 2022 8:00 - 5:00
Contact Hrs.: 7.5 / CEUs: 0.8

See the CO-OPP Full Schedule of Events at:
<https://www.coopp.org/insidepages/meetings/>

Virtual/Hybrid Meetings

- **May Board of Trustees Meeting**
May 5, 2022 2:30 - 4:00 p.m.
- **May General Membership Meeting Hybrid Meeting (In-person & Virtual)**
May 10, 2022 9:00 - 12:00 p.m.
- **June Board of Trustees Meeting**
June 7, 2022 2:30 - 4:00 p.m.
- **July Board of Trustees Meeting**
July 12, 2022 2:30 - 4:00 p.m.
- **August Board of Trustees Meeting**
August 9, 2022 2:30 - 4:00 p.m.
- **September Board of Trustees Meeting**
September 6, 2022 2:30 - 4:00 p.m.
- **September General Membership Meeting - Hybrid Meeting (In-person & Virtual)**
September 15, 2022 9:00 - 12:00 p.m.



Mackenzie Nickell, Education Chair
education@coopp.org

MAINTAINING YOUR CERTIFICATION

Congratulations! After many hours of studying and stressing through the testing process you successfully achieved your professional certification...now what? A lot of time and sweat were exhausted to achieve your certification, be sure not to lose what you have accomplished. Professional certifications generally require a commitment to continued learning and growth. Public purchasing certifications require the certified recipient to recertify on a set schedule. The purpose of the recertification process is to ensure that you remain current on best practices and trends as they evolve, and ensure you are committed to continued learning. Below are highlights on recertification requirements for your public purchasing certification.



UPPCC CERTIFICATIONS



Maintaining your UPPCC Certification:

UPPCC Certificates (CPPO & CPPB) are valid for a period of five (5) years from the effective date of the certificate. Recertification is required for all CPPOs and CPPBs in order to maintain the certification(s). Recertification is achieved by completing a prescribed number of contact hours of procurement-related activities during the five (5) year certification period. Successful recertification is required prior to the expiration date of the current certificate.

- Contact hours may be earned in any of the following areas: • Procurement Experience • Continuing Education and Professional Development • Professional Contributions (20 contact hours maximum)
- CPPO, CPPB, Dual, and Dual First Time Current active/non-lapsed CPPOs and CPPBs and those recertifying under Dual or Dual First Time are required to complete a minimum of forty-five (45) contact hours.
- CPPO Lapsed, CPPB Lapsed or Dual Lapsed Current CPPO Lapsed, CPPB Lapsed and Dual Lapsed are required to complete a minimum of fifty-five (55) contact hours. Contact hours to be used towards recertification of a certification in lapsed status must be earned during a maximum of a specific 6-year period. This 6-year period includes the original 5-year recertification cycle, plus up to the 1-year lapsed period that immediately follows the 5-year Recertification Cycle Dates. The application for lapsed recertification must be submitted online with payment on or before the lapsed period ends (1 year following the certification expiration date).

Recertification Fees & Refund Policy - Recertification Type

CPPO or CPPB (Active/ Non-Lapsed) \$265 Members / \$315 Non-members

CPPO or CPPB (Lapsed) \$415 Members / \$465 Non-members

Dual and Dual First Time (Active/Non-Lapsed) \$365 Members / \$415 Non-members

Dual Lapsed \$515 Members / \$565 Non-members

CPPO-Ret. or CPPB-Ret. \$200 Members / \$215 Non-members

Special designation for active/non-lapsed CPPOs and CPPBs who are currently or preparing for retirement.

Allows for continued recognition without subsequent recertifications.) \$200 Members / \$215 Non-members

Fees listed show a discounted member rate which refers to National members of either of the two founding organizations of the UPPCC; NASPO and NIGP.

For Complete Program Details Review the Recertification Guide



NIGP-CPP CERTIFICATION

NIGP recipients need to have a commitment to continued learning. Therefore, even though the Commission values volunteer leadership and service to the profession, contact hours for recertification are limited to continuing education.

Maintaining your NIGP-CPP Certification:

Must recertify every three (3) years by earning a minimum of thirty-six (36) contact hours within the certification period. Hours dedicated to developing or delivering public procurement content can be used to meet up to 25% of the recertification requirements.

- If you have extenuating circumstances and need more time for recertification, submit a Request for Extension form before your certification expires. You may be eligible for an extension of your certification period for up to six (6) months
- If you allow your certification to lapse, you can reinstate your certification within one year of expiration by paying a penalty fee. Your new certification period will revert to the expiration period of your last certification period.
- Once you retire, you are eligible for NIGP-CPP Retired Status.

36 CONTACT HOURS Minimum of continuing education activities hours a candidate must earn	25% OF CONTACT HOURS May be earned via teaching instructing, or developing public procurement content	NIGP-CPP CODE OF ETHICS The candidate is not required to remain employed in the procurement profession at the time of recertification but must confirm adherence to the NIGP-CPP Code of Ethics
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Recertification Fees: – Fees are subject to change

- Every three years - \$125
- Current NIGP-CPP Certificants can apply for retired status and pay this one-time fee at the time of application for retired status - \$75
- Lapsed Certification (within one year of the expiration date) - \$50 in addition to regular recertification fees

[More on NIGP-CPP Recertification](#)

All About Our Members



Members On The Move

Adam Williamson joined the Ohio Department of Public Safety as a Sourcing Planner

Rosemary Reid, CO-OPP Membership Chair, Retired from the Ohio Department of Administrative Services



Welcome New Members

Richard Donnelly
City of Grove City



The National Association of Procurement Officials (NASPO) offers educational and informative resources for public procurement professionals including:

Publications
Webinars
Online Courses
Blogs
Podcasts

But where do you find everything? And how does it all fit together?

In the Procurement Toolbox the fundamental topics of the public procurement process are provided with a high-level introductory overview with additional links to NASPO resources for deeper understanding.



Browse the issues available in the Toolbox. The toolbox holds the fundamental topics of the public procurement process in an easy-to-access format, **no log-on required**. Perfect for new staff, or a five-minute refresher. Check back often for updates as new publications become available.

NIGP FREE WEBINARS

Webinar Recordings

With government budget restraints we all have felt and will continue to feel the crunch of dollars available for workforce development. If you have access to a computer and can carve 60 minutes out of your schedule for training, you are a prime candidate to take advantage of NIGP free webinars. These informative workshops are provided on your desktop. They are FREE for NIGP Members to attend and last 90 minutes (60-70 minutes of presentation with time for Q&A). Attendees receive one (1) contact hour per completed webinar that they attend. The following are upcoming NIGP Webinars.

Contact Hour: 1

Time: 2PM – 3:30PM (ET)

Request for Proposal (RFP) Learning Lab Series Preview

The Fall RFP Learning Lab Series kicks off September 29, 2022 consisting of 6 sessions covering a range of important topics related to RFP's. In this webinar, the presenters will provide insight into each of the Learning Labs discussing the topic and primary focus of each lab session.

[May 3, 2022](#)

[September 7, 2022](#)

Procurement as a Partner in Growth: How One Leading County Ensures a Ready Supplier Pool

The County of Greenville, SC is the state's most populous count and is growing rapidly. To keep pace and better serve stakeholders across departments, the Procurement Services Division upgraded its processes, templated contracts, and tapped into a digital supplier network to ensure that the county has a ready supplier pool to meet its growth needs.

[May 5, 2022](#)

Optimizing the 3 Stages of RFP Creation for Faster Results

The RFP creation process is typically made up of three components: gathering requirements, research, and building the RFP. In this webinar hosted by Bonfire in partnership with NIGP, we'll take you through each stage of RFP creation, walking you through top tips on how to save time without sacrificing best-value decision-making.

[May 10, 2022](#)

NIGP Certified Procurement Professional: A Proven Pathway That Invests in Your Long-Term Career Growth

Provides detailed information on the NIGP Certified Procurement Professional designation as defined in the NIGP-CPP Certification Handbook to include the program objectives, the exam content and format, key product differences, eligibility requirements, the application process, exam availability, and re-certification requirements.

[May 31 2022](#)

[June 14, 2022](#)

[July 26, 2022](#)

Cost Analysis as an Engine for Public Procurement - Free for Members / \$49.00 for Non-Members

Cost analysis provides key insights for procurement professional in negotiating individual contracts, and for better prioritizing across the whole contract portfolio. Learn how organizations built the case for why to spend time on it, what are examples of how it is used, and what are the first steps to putting it into practice?

[August 9, 2022](#)

NIGP webinars are FREE to members which you can attend the workshop live or take advantage of Webinar Recordings and watch at your convenience.

Take the opportunity to expand your knowledge and skills with the Free Webinar Recordings. You can search all the possibilities available to you at [NIGP Webinar Recordings](#).