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UPCOMING EVENTS

Article Deadlines:

March 13, 2020

June 12, 2020

October 2, 2020

December 11, 2020

SPRING CONFERENCE

MARCH 6, 2020

PIKES PEAK WORKFORCE CENTER

1675 Garden of the Gods Road
Colorado Springs, Colorado 80907



NIGP FORUM 2020

**August 22-26,
2020**

Chicago, IL





Traci Gorman, RMGPA
President



LETTER FROM THE PRESIDENT

"Our passions are the winds that propel our vessel. Our reason is the pilot that steers her. Without winds the vessel would not move and without a pilot she would be lost." – Proverbs

RMGPA is made up of various individuals that are essential to the success of our Chapter, our agencies and our networks, both professional and personal. Our passion and commitment for what we do every day, in our professional lives as well as our personal lives, is what I am asking you to bring to RMGPA. Over the course of the last few years, I believe RMGPA members have lost a little of their passion and commitment and I hope, over the next year, we can work together to build up that passion in and commitment to RMGPA, its members and what we stand for as an organization.

"So, whether you're boldly defying convention or taking small, calculated risks...have fun in all that you do and strive for. You're an amazing person with untapped potential." – Hilton-Barbert

Think back to what it was like to be just starting out in Procurement and how excited you were to learn, not only the technical information but anything that would make you better at what you chose as a career. All of us had exciting ideas to bring to our agency, to RMGPA and to the networks we had developed. As an organization we need to rekindle those ideas; we need new and innovative ways of drawing in those who are new to our profession and reenergizing those who have devoted years to our profession.

"Individual commitment to a group effort – that is what makes a team work, a company work, a society work, a civilization work." – Vince Lombardi

As we move forward into 2020, I ask that you think about what inspires you, excites you, drives you, and fuels your desire to be the best Procurement person you possibly can be. From there, build off those thoughts with new and innovative ideas to inspire those around you in your agency, your life, and RMGPA to be their best. With that kind of encouragement and support, we cannot help but empower ourselves and those around us to excel and succeed in anything they put their mind and vision to!

"Most important of all, to be successful in life demands that a man make a personal commitment to excellence and to victory, even though the ultimate victory can never be completely won. Yet that victory might be pursued and wooed with every fiber of our body, with every bit of our might and all our effort. And each week, there is a new encounter; each day, there is a new challenge." – Vince Lombardi

My challenge to the members of RMGPA for this year is to do all that we can to build our membership base, encourage each other, build the bonds of greatness, and lift RMGPA up to its highest success.

"All the darkness in the world cannot extinguish the light of a single candle." – St. Francis of Assisi

Traci

CONGRATULATIONS ST. VRAIN VALLEY SCHOOL DISTRICT!

Excellence in Achievement Sterling Agency Certification Award - St. Vrain Valley School District is a 2019 recipient of the Universal Public Procurement Certification Council (UPPCC) Sterling Agency Certification Award.



The Sterling award is an advanced level of recognition reserved for those agencies that apply for and achieve UPPCC Agency Certification Award recognition for three consecutive years. St. Vrain's professional procurement team achieved fully certified public procurement status in 2017 through 2019. St. Vrain Valley Schools received the Agency Certification Award over the past six consecutive years (2014-2019) and is a Sterling Agency Award recipient in 2016 and 2019.

Through its Agency Certification Award program, the UPPCC identifies organizations that have earned the distinguished and unique honor of achieving and/or maintaining a high percentage of qualifying staff that are UPPCC Certified. This program was developed to recognize organizations that have made a concerted effort to achieve procurement excellence.

The Purchasing Department (from L to R): Traci Burtnett, CPPO, CPPB - Director of Purchasing, Chelsey Axtell, Purchasing Secretary, Diana Cantu, CPPB – Senior Buyer, Bill Oliver, CPPB - Senior Buyer, Tim Wellmann, CPPB - Purchasing Manager.

This accomplishment indicates the level of commitment and dedication to the profession, enhanced customer service to internal customers, plus the skills and expertise brought to the public procurement industry. Earning the professional certification conferred by the UPPCC is just one more way that procurement professionals build the public's confidence, respect and trust.

Currently, St. Vrain is one of two public agencies in the state of Colorado to hold the Sterling level of recognition among 109 public agencies. 11 public agencies in the United States and Canada currently hold this level of recognition.

2 Agencies hold the Sterling Award:

- City of Longmont
- **St. Vrain Valley School District**

CURRENT (2019) - UNITED STATES AND CANADA

20 Agencies hold the Agency Certification Award

11 Agencies hold the Sterling Award



SINCE THE AWARDS WERE ESTABLISHED (2003) - US AND CANADA

197 Agencies have received the Agency Certification Award

109 Agencies have received the Sterling Award

14 Agencies in Colorado have received the Agency Certification Award

9 Agencies in Colorado have received the Sterling Award

Congratulations

**HAVE A CELEBRATION? SUCCESS STORY? ARTICLE OR IMAGES FOR THE NEWSLETTER? CONTACT MICHELLE BROWN,
MICHELLE.BROWN2@JEFFCO.K12.CO.US OR 303-982-6766**

Interested in Volunteering? Current Vacancies include Programs

Contact RMGPA President Traci Gorman to see which vacancies interest you!

president@rmgpa.org

NIGP NEWS



The 75th Annual NIGP Forum and Products Exposition takes place August 23-26 at the Navy Pier in Chicago, IL. Don't miss this opportunity to attend the largest North American education conference exclusively for Public Procurement professionals.



NIGP CERTIFIED PROCUREMENT PROFESSIONAL (NIGP-CPP)

<https://nsite.nigp.org/nigppathways/nigp-certification/nigp-cpp>

SPOTLIGHT ON MICHELLE BROWN

Submitted by Kelly Wooden, Co-Chair, Newsletter Committee

Tell us about your background.

My background includes restaurant management, banking, corporate accounting and law enforcement. After high school, my restaurant job turned into a management position. Exhausted from the retail hours and tired of my clothing smelling like food, I went into banking, which I loved. I smelled better, and the hours were great, but the pay was meager. I sought accounting positions, working for several companies in different roles such as Cost Accountant, Inventory Analyst, and Corporate Accountant. During this time, an employer graciously paid for my Accounting degree. While Accounting is steady work, it is also cyclical, and eventually I needed a new challenge, so I went back to college as a working adult to obtain a Bachelor's in Criminal Justice Administration with a minor in Psychology. People questioned my seemingly radical choice-Accounting and Law Enforcement?! In Finance, money and the law go hand in hand (GAAP, GASB, SEC, etc.). The Psychology add in was, I hoped, a way for me to better understand people and the decisions we make. I did use this aspect of my education while volunteering as a Victim Advocate for Jeffco agencies and in police dispatch.

Did you work in other professions prior to procurement? If so where and for how long?

I've worked in multiple industries including retail, food service, manufacturing, banking, victim advocacy, police dispatch, and government. I did a brief stint with the US Postal Service as a Christmas Casual – a fancy government term for holiday helper – at DIA. I loaded and unloaded 53' semi-trucks with packages and sorted mail by zip code and delivery method. That was an eye-opening job that taught me to appreciate the hard work of the many people who work tirelessly to drop mail and packages at my door. Subsequently, I tip delivery drivers and mail carriers. My newfound addiction to the convenience of having groceries and all things Amazon delivered has cemented this practice! In manufacturing, I reported the costs of equipment, and maintained the inventory for new builds, parts and service. There was a lot of Procurement in this corporate finance role!

What organization do you currently work for and how long have you been there?

I've worked for the Jefferson County School District since April 2018. The previous 13 years I dedicated to the State of Colorado's Department of Public Safety.

How did you get into the procurement field?

After 8 years as a Communications Officer (another fancy government term for police dispatcher!) with the Colorado State Patrol (CSP), I went back into Finance, accepting a position with CSP. The duties included overseeing all purchases through coordination with the Patrol's Purchasing Department. This work fascinated me! Purchasing used so many aspects of the two careers I loved. Thrilled at the idea of leaning into my natural curiosity to research goods and services, prepare a cost analysis (accounting!), then execute the documents using what I learned in college (lots of legal classes in a CJA degree!), I mentored formally with the CSP Purchasing Department. It was game on for me! I networked and took on new projects as a means of learning all I could about procurement. The hard work paid off and I became the Purchasing Agent for the State's Division of Fire Prevention and Control (DFPC) in 2015. In 2016, the State centralized Procurement and we became a team of 6, handling all Public Safety divisions. I enjoyed learning about the differing operation strategies of the various divisions.

What is the most interesting purchase/project you have been involved with and what was your role?

My first RFP for the Division of Fire Prevention and Control, given to me on Day 2 of the new job, was to buy 6 brand new, custom built fire trucks. The specification list was 163 pages! Once I added the RFP terms and conditions, the solicitation read like a tome! When it came time to buy airplanes, known as a Multi-Mission Aircraft, complete with technology, I was fully prepared!

When did you first join RMGPA and what have you enjoyed most about being a member of our organization?

My membership began in 2015. What an amazing group of people RMGPA has on its roster! The ongoing learning and networking opportunities are most enjoyable. RMGPA is a hard-working group of Procurement professionals propelling this industry forward into new and innovative ideas.

How long have you been RMGPA's Newsletter Chairperson and what responsibilities do you have in this role?

I volunteered for the role of Newsletter Chair in 4th quarter 2018. Initially, I was assisting then-Chair Vera Kennedy with editing, so it seemed a natural progression. Jeffco Schools Purchasing Department is immersed in RMGPA and NIGP activities and I began seeking certification, which further justified my decision. I nag, cajole, beg for articles as needed, drop them into the Newsletter template, and rely heavily on my Co-Chair Kelly Wooden and Editing Guru Georgia Roberts to make the document readable.

Are there any professional and/or personal accomplishments you're proud of?

Of all my accomplishments, great and small, I am most proud of my ability to persevere and remain flexible. If change is truly constant, then I am always ready!

Tell us something interesting or unique about yourself and/or hobbies outside of work.

Outside of work, I'm nomadic, so I travel multiple times a year, including 2-3 trips to Las Vegas. I use long weekends for short trips to destinations on my bucket list. I'm quick to embark upon new home remodeling projects so I have to limit my DIY TV time (resist the urge!). I love to be home with my family and my dogs, listening to an audio book or downloading music. I subscribe to several TV streaming services to binge watch shows I love. I'm creative in the kitchen, cooking and baking, trying new recipes, then packing them up to give to friends and family.

Thank you, Michelle, for your amazing contributions to our organization!



Treasurer's Corner: Dollars and Sense

Submitted by Valerie Scott, CPPB, RMGPA Treasurer

Treasurer Report as of December 4, 2019

Cash		
Primary Account	\$56,602.81	
Secondary Account	\$38,064.72	
Money Market Account	\$12,463.04	
Total	\$107,130.60	As of 12/04/2019
Profit/Loss		
2019 Revenue	\$93,326.36	
2019 Expenses	\$70,770.53	
Net Income	\$22,555.83	As of 12/04/2019



The primary account is the source for day-to-day expenses of the association, and is the account where revenue is deposited. The secondary and money market accounts are reserves to help finance the association through difficult years.

Updates:

- As expected, our financials have seen significant improvement with generation of revenue from the Winter Conference and Vendor Trade Show registrations. This report does not include revenue from the RVTS.
- Continuing work on the 2020 budget process at Board transition meeting following this conference.

A Message from Valerie:

It has been an honor to serve on the RMGPA Board for the past 5 years, including as Treasurer in 2019.

If you haven't volunteered within RMGPA yet, find your passion and get involved!



5 Thoughts on Mindfully Managing Your Day

Submitted by Valerie Scott, CPPB, RMGPA Treasurer



I'm sure we have all been there: RFPs, contracts, purchase orders, emails, meetings for days, and the list goes on. It is easy to end up with unhealthy stress, feeling discontent, or even physically ill. How is one to juggle all the expectations?

A year or so ago, I realized I was the source of a lot of my stress. I had to find a way to better manage my day and re-calibrate my work-life balance. I needed to be present, engaged, and avoid becoming the office grump. A few intentional changes helped.

1. **Track time.** I began tracking in detail how much time it took to complete various tasks. A “basic” contract review could take two hours. Reviewing a “straightforward” purchase requisition with diligence could take 15 minutes. As I tracked the actual time spent in these activities, I realized tasks take longer than I thought.
2. **Create achievable to-do lists.** With my new realistic perspective of time, I altered my approach to getting things done. Rather than writing a long to-do list every day, I created a master list of everything on my plate. Then, I began each day by pulling 3 priority items from the list. The mile-long list was then tucked-away, physically out of sight and mind, and I had an achievable goal for the present. This approach also allowed space for the inevitable unplanned things that pop up. The next day, I'd make sure the items from the previous day's list were addressed and then add new things as tasks were completed. Another bonus: by not splitting focus among lots of tasks, I found it is easier to take care of business faster and actually ended up getting more work done.
3. **Communicate with honesty and stop apologizing (unless you have something to apologize for. Then, yes – apologize).** I began making different decisions when expectation-setting with my customers. I set higher expectations with customers about what I needed from them to be a good partner, and communicated longer but more realistic timelines. I didn't apologize about it. There was no mutiny and no one phoned my manager in outrage. There is no need to apologize for being realistic and honest about expectations from the start. You will have less to stress about. But when I realize an apology is due, I never hesitate to give it!
4. **Take care of self.** For me, this includes many things: giving myself permission to call it a day or take a walk around the block when I am frazzled, eating better, committing to exercise regularly, getting out for a lunch break, or just going to bed early and getting a good night sleep. I found small things that help me get motivated when I feel sluggish at the office, like a good Spotify playlist, aromatherapy, giving the office a quick tidying, or a mug of fresh coffee.
5. **Self-awareness.** I have by no means mastered the aforementioned items. However, I am cognizant of how I am doing in each area and re-calibrate as needed. I don't beat myself up when I do not get it right every time. Instead, I show myself some grace and keep moving forward.



What helps you to manage your day?





To Our Newest
UPPCC Certified Members!



Joe Weickenand Jefferson County



Megan deGrood	City of Thornton
Marisa Donegon	City of Fort Collins
Heidi Ellis	Adams County
Donna Flath	El Paso County
Joe Lachermeier	City of Westminster
Elissa McLean	Adams County



For information on the benefits of certification, how to become certified,
and future testing dates, visit www.uppcc.org

2019 IN PICTURES



2020 RMGPA BOARD OF DIRECTORS

POSITION	OFFICER NAME	E-MAIL	PHONE
President	Traci Gorman, CPPO, CPPB	president@rmgpa.org	303-805-3188
Vice President	Shannon Sprague, CPPB	vicepres@rmgpa.org	720-523-6052
Secretary	Whitney Smith	secretary@rmgpa.org	720-898-7091
Treasurer	Valerie Scott, CPPB	treasurer@rmgpa.org	303-774-4887
Past President	Kerry Sheahan, CPPB	pastpres@rmgpa.org	303-774-3671

2020 STANDING COMMITTEE CHAIRS

COMMITTEE	CHAIR NAME	E-MAIL	PHONE
Awards	Amanda Zila	amanda.zila@unco.edu	970-351-2472
Chapter Enhancement / Vendor Liaison	John Chaplain	vendorevents@rmgpa.org	970-351-2040
Communications	David Musgrave	info@rmgpa.org	303-757-9861
Education & Pro-D	Nikita Hildebrandt	nikitahildebrandt@elpasoco.com	719-660-2476
Elections	Skyler Thimens	rthimens@psdschools.org	970-490-3554
Historian	Pat Johnson, CPPB	pjohnson@fcgov.com	970-221-6816
Legislative	Nancy Allen	nallen@arvada.org	720-898-7093
Marketing	Brenda Hannu	marketing@rmgpa.org	720-913-8118
Membership	Diana Cantu, CPPB	membership@rmgpa.org	303-702-7715
Newsletter	Michelle Brown	michelle.brown2@jeffco.k12.co.us	303-982-6766
Programs	Jon Babcock	jbabcock@psdschools.org	970-490-3545

2020 STANDING COMMITTEE CO-CHAIRS

COMMITTEE	CO-CHAIR NAME	E-MAIL	PHONE
Awards	Curt Decapite, CPPB	curtd1977@gmail.com	
Chapter Enhancement / Vendor Liaison	Christine Weber, C.P.M., CPPB	christine.weber2018@gmail.com	303-828-6094
Communications	Molly McLoughlin, CPPO, CPPB	molly.mcloughlin@bvsd.org	720-561-5045
Education & Pro-D	Marisa Donegon	m.donegon@fcgov.com	970-416-4377
Elections	Tim Wellmann, CPPB	wellmann_timothy@svvsd.org	303-702-7734
Legislative	Farrah Bustamante, CPPB, MBA	farrah.bustamante@colostate.edu	970-949-1199 x2
Marketing	Nicol Suddreth	nicol.suddreth@denvergov.org	720-865-7508
Membership	Jim Walker, CPPO, CPPB	rps.procurement@gmail.com	720-442-0708
Newsletter	Kelly Wooden, CPPO, CPPB	kwooden@psdschools.org	970-490-3617
Programs	Vacant		