

NIGP
Official Chapter

May 2021

<https://www.cgccnigp.org/>

Editor: Tonia Lawson

14th Annual Northwest Florida Reverse Trade Show has been **cancelled**. It is with great sadness that we have to again postpone our Reverse Trade Show. There remains many uncertainties concerning group gatherings as well as travel restrictions for vendor and entity alike with the current pandemic situation. We will try again for 2022.

Upcoming Events:



May 6, 2021
CGCC/NIGP Seminar Course –
“NIGP Pathways Competency
Bundle: Negotiations and Spend
Analysis” – Virtual Class

May 17, 2021
2021 FAPPO Conference
More information to come.



**August 28-
September 1, 2021**
NIGP 2021 FORUM
Anaheim, CA



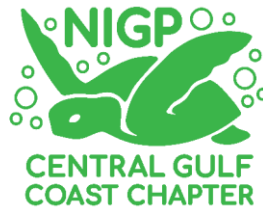
NASPO
National Association of
State Procurement Officials

September 12-15, 2021
**NASPO 2021 Annual
Conference**
Austin, TX

October 10-13, 2021
**2021 NAEP
FL/TAGM Regional
Conference**
Sheraton Panama City
Beach Golf & Spa Resort
Panama City, FL



Chapter Schedule Seminar



Don't forget to register for our educational in-person seminar course “NIGP Pathways Competency Bundle: Negotiations and Spend Analysis” on **Thursday, May 6, 2021**. **This course has been**

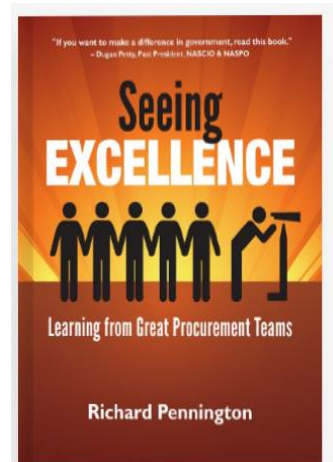
converted to Virtual Delivery. Changes have been reflected on the NIGP website at <https://www.nigp.org/course/a1a0f527-4ac5-4eba-9e2d-d7fd713e8d4f>.

- **Negotiations** serve as the apex of the sourcing process, bringing together research, strategy, specifications, and all associated criteria in order to achieve a best value solution for the entity. Negotiations, broken down into preparation, negotiation, and agreement, help the procurement professional achieve the greatest public benefit possible in situations ranging from pens and paper to major construction initiatives.
- **Spend analysis** is a critical tool in the procurement professional's toolbox, empowering professionals with the ability to detect opportunities for greater efficiency and effectiveness within the larger governmental entity. Through effective spend analysis, the procurement professional can analyze past, current, and future projected spend to develop more informed and more strategic procurement strategies.

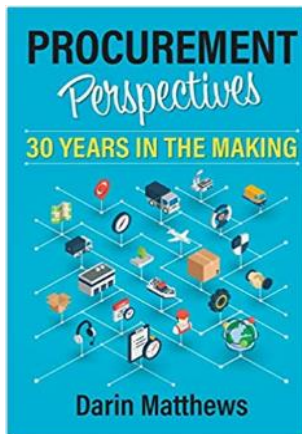
A GOOD READ

**Seeing Excellence:
Learning from Great
Procurement Teams**
by Richard Pennington

There can be quality in Government - The Key is Effective Teams. The essence of teams is working together toward a common goal. But what makes a great team? Seeing Excellence: Learning



from Great Procurement Teams offers insightful answers to that question. From brainstorming to the development of project charters through analysis, decision making, and risk and change management, you'll find practical tools that pave the way to individual effectiveness, creativity, and leadership in group settings. Along the way, you'll encounter exceptional people and teams who are modeling leadership, learning, and quality in government. Using lessons derived from effective government teams, Seeing Excellence identifies the skills and behaviors that are necessary for teams to succeed. Integrating current thinking and research in ten team disciplines, you and your team will learn the necessary skills for effective project management and continuous improvement. You can help your team succeed! Join us in finding out how! A preview of the book and more testimonials can be found at www.seeingexcellence.com



Procurement Perspectives: 30 Years in the Making
by Darin Matthews

Procurement Perspectives offers insights from a 30 year public procurement professional. This compilation of articles from Government Procurement magazine covers a wide array of topics; from evaluating an RFP to considering salary inequality between men and women and everything in between. Additional

notes from the author have been added to each article to provide background and history.

Don't Panic! I'm A Professional Procurement Director: Customized 100 Page Lined Notebook Journal Gift for A Busy Procurement Director: Far Better Than A Throw Away Greeting Card.
by Procurement Guru Books

A funny customized lined notebook journal for a busy Procurement Director employee and team member. Give this keepsake book to a colleague, friend or family member, instead of a throw away greeting card to show how much they are appreciated.



Supplier Spotlight



For over 100 years, Nikon Instruments, Inc. has been a world leader in the development and manufacture of optical and



digital imaging technology for biomedical, clinical, and research applications. As the only microscope company to manufacture its

own glass, Nikon Instruments ensures the very strictest quality assurance throughout the entire production process.

Nikon Instruments offers a wide selection of microscopy instrumentation and digital imaging solutions for direct purchase under the E&I agreement. We provide state-of-the-art, fully integrated imaging solutions at a competitive price, along with installation and training at no additional charge. We prioritize quality, ease of use, and versatility.

Each E&I member has access to an entire professional support team from Nikon Instruments. In the field there are teams that all work together to ensure the member is getting "the best bang for their buck." These teams include:

- A Bioscience Sales Specialist (BSS) who is tasked with supplying applications, demonstrations, installations, training and expertise on every product line at Nikon Instruments.
- An Advanced Imaging Specialist (AIS) that is highly specialized and trained on our software, third party peripherals, cameras, applicable computers and often serves as the primary support in configuring research systems such as confocal and TIRF systems.
- An Advanced Biosystems Specialist (ABS) who is an expert of our high-end research systems, multi-photon and super-resolution.



“WIN-WIN” Incentive for Chapters & Our Members

FEBRUARY - JUNE 2021



NIGP
The Institute for
Public Procurement

**NIGP is Creating a Win-Win
for You and Your Chapter.**

**Save 30% on Select Virtual Offerings, Earn
Money for Your Chapter. What could be better?**

| Register Now

How it Works

It's simple. You win by getting exclusive savings of **30% on select virtual offerings**. NIGP has reduced prices on numerous virtual classes so you can keep learning and growing. See full list of offerings at <https://www.nigp.org/chapters/Chapters-win-win>.

Our chapter wins by earning a **15% rebate for every member who registers** before June 30, 2021.

Members **must** identify the chapter affiliation during registration.

Let's make this program a “WIN-WIN” for you and for our chapter.

member

SPOTLIGHT

Ted Young
Director of Purchasing and
Auxiliary Services
Pensacola State College

1. What year did you join the chapter? **2017**
2. How long have you worked in the procurement profession. **4 years**
3. What organization do you work for? **Pensacola State College.** Also known as PSC, formerly Pensacola Junior College, is a publ college in Pensacola, Florida. It is part o the Florida College System. The main campus, located in Pensacola, was opened in 1948 and was the first institute of higher learning in Pensacola. Pensacola State



quickly expanded to include a downtown campus in 1957, a Milton campus in 1971, and a Warrington campus in 1977, with centers on the Fairpoint Peninsula area of Santa Rosa County, as well as one in Century. A mini-campus opened on Naval Air Station Pensacola in 1981 but was destroyed during hurricane Ivan in 2004. In July 2010, the college changed its name to Pensacola State College in order to reflect its transition into offering four-year degrees. The current president is Charles E. Meadows. The college is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools.

4. What is the most interesting, unusual or challenging purchase in which you have been involved? **Selection of the new ERP Program “Workday”.** Workday provides a single cloud-based system for finance, HR, and student information—designed by higher education for higher education.
5. What professional certifications do you hold? **No Procurement certifications.**
6. What is your number one goal (career or personal)? **To retire.**



7. What is your favorite past-time or hobby? **Building and driving race cars on dirt tracks.**



8. Share a little known fact about yourself. **I’m a decorated combat veteran. I honor the following military honors and awards:**
 - **Bronze Star Medal – Desert Storm.**
 - **United States Army Battle of Al-Khafji Medal**
 - **Foreign Service Award**
 - **Desert Stor Joint Service Commendation Medal**
 - **United States Army Commendatiaon Medal**
 - **Army Achieement Medal**
 - **Army Oveseas Service Medal**
 - **Army Service Medal**

Ted, we thank you for your service.

Delta to End Middle-Seat Blocks, Extend Tix Validity



Delta Air Lines has mapped out its plan for an expected boost in travel deman over the next few months, including an end to its capacity-control

measures, a faster track to elite status and extended expiration dates for ticket vouchers.

Delta’s policy of blocking middle seats expired on May 1, marking the end of the carrier’s status as the sole remaining major U.S. carrier holding to the policy beyond premium cainbs. CEO Ed Bastain said that 65 percent of travelers who flew Delta in 2019 expect5 to have at least one does of a COVDI-19 vaccine by May 1, which provides “the assurance to offer customers the ability to choose any seat on our aircrafts.”

4 Common Problems in Education Procurement

Roadblocks to Efficient Procurement

The education industry has procurement needs just like any other. They need to ensure all education institutions in their district have the computers, textbooks, and other materials they need to be successful for their staff and students. Oftentimes, however, like other businesses operating in the public sector, they face a number of challenges that prevent them from having a flexible and efficient procurement process.

Lots of Regulation to Comply With

Outside the United States, public procurement law is regulated through the EU Directives and the Treaty on the Functioning of European Union. In Northern Ireland in particular, these are implemented through the UK procurement regulations that are applicable to all public entities. Procurement in education has to comply with this legislation and all its directives, along with the NI Public Procurement Policy, including policies around getting the best value for the money, using a procurement center, and awarding contracts to the most economically advantageous tender. That said, there is no additional guidance or law surrounding education industry specific procurement.

In the United States, there are both state and federal guidelines to maintain compliance with, so this issue isn't limited to Ireland or European countries. And though higher education institutions generally have more available funds than public bodies in the K12 sectors, they still need to stay within the necessary procurement thresholds, so they too, have regulations to comply with that complicate the process for them as well.

Too Many Cooks in the Kitchen

Procurement in education is carried out by multiple education bodies, leading to a fragmented approach that not only makes it overall less efficient, but less organized and generally more chaotic.

For instance, controlled schools are handled by Education and Library Boards (ELBs) otherwise known as Centers for Procurement Expertise (CoPE), which are responsible for procuring goods and services, as well as maintenance work. Any grant-aided schools outside the controlled sector have their goods and services procured by Trustees or the Board of Governors of each school. The ELBs handle the maintenance work for any maintained schools. And to further complicate matters, any volunteer grammars and grant-maintained integrated schools handle their own maintenance arrangements.

Any arms length bodies, such as the Council for Catholic Maintained Schools, the Northern Ireland Council for Integrated Education, and The Council for the Curriculum Examinations and Assessment, have access to ELB good and services contracts, but the majority still make their own procurement arrangements.

Government procurement can do their part to help schools by allowing procurement officers a bit more flexibility in what and how they buy what they need. With fewer people involved in the process, there's less potential for roadblocks and complications. Designating a procurement officer at the school level with the set amount of purchasing power who goes to a central office for approval for the entire county or district, which is then submitted to the state, reduces the number of people or agencies that need to be involved, while still ensuring the schools get what they need when they need it.

Lack of Strong Procurement Strategy & Procedure

It's difficult to take a coordinated approach to education procurement because of the five CoPEs in various locations throughout the country. There are numerous issues within the supply chain because each procurement center operates individually, so there isn't much coordination between all of them. There is a rather complex approval process, and it takes a long time to procure good and services and complete orders.

"When you consider various departments in schools have drastically different needs – such as the difference between music and arts departments compared to science or math departments, having such a fragmented procurement approach creates unnecessary strain on staff and students."

This is due in part, to the fact, that regulations require everyone to purchase products and award contracts to the lowest bidder so they get the lowest price for high value, but not necessarily the best quality goods, that could end up being cheaper over the long term. As such, it may mean many schools don't get the specific products the departments want or need – but instead something similar, or something that functions as a low-quality substitute, at best.

It may mean taking cues from other highly regulated industries to develop better, stronger, procurement strategies and procedures across the board. Schools, and specially higher-education facilities, need to be particularly transparent in all of the procurement process.

Not Enough Skilled & Experienced Procurement Staff Members

Likely at least partly related to the fact that few jobs in education or public service type industries pay well enough to live comfortably, the education industry in particular lacks the total number of highly-qualified and experienced procurement professionals they need to effectively get the procurement process developed and executed as efficiently as possible. Before they can expect real improvement, it's critical to look at procurement development opportunities to strengthen the knowledge and expertise of current staff, in addition to recruiting additional staff members.

If procurement professional in the education sector, and other public sector bodies, could come together to develop better procurement practices that still remain in compliance with any applicable legal regulations, they may find they will be able to save themselves a lot of money. Streamlining the entire tendering process, for instance, could shorten the procurement lifecycle and lead to better supply management.

The good news is that because educational bodies are required to follow governmental guidelines for procurement, there is plenty of guidance that exists, making it easier for education procurement to achieve good practices that will save time and money in the future.

Cyber INSECURITY

\$1 TRILLION+ total global losses from cybercrime.

\$3.86 MILLION Average total cost of a data breach.

419 PER MINUTE The rate of discovered cyberthreats in Q2 2020, a 12% increase over Q1 2020.

\$178,254 Average ransom payment in Q2 2020, an increase of 60% over the previous quarter.

44% of customers say they would stop buying from a company that fell victim to a cybercrime.

70% of enterprises say cybersecurity is among the main spending trends of their IT budgets. Only analytics ranks higher (5%).



GOOD QUESTION

If you were writing a book on the supply chain in 2020, what would you call it?

Jan. 2021 Inbound Logistics



The Shift from Efficient to Effective. 2020 was a gut punch to any supply chain organization that pursued operational efficiency without keeping a pulse on the risk factors that threaten disruption. Effective supply chains designed out of risk by addressing safety, security, and reliability vulnerabilities.

-John Reichert, Sr. Director, Supply Chain Execution Solutions, Tecsys

The Wake Up Call for Supply Chain Management. Although recent natural disasters should have prompted supply chain stakeholders to create comprehensive risk mitigation strategies, it was COVID-19 that woke up the industry. Protocols will be introduced to protect the integrity and fluidity of the supply chain.

- Sebastian Wulff, Head, Ocean Freight USA Dachser USA Air & Sea Logistics

Unpredictable. What we saw in 2020 was a breakdown of all paradigms set into place after the financial meltdown of 2008. Supply chain optimization thrives on predictability and 2020 was anything but that. If we learned anything in 2020, it is the notion that unpredictability is the new normal.

- David Stuver, Exec. VP, Supply Chain Solutions Americold

Resilient and Agile Supply Chains for a Chaotic World

- Antony Lovell, VP, Application Vuealta

Supercharging the Supply Chain with Agile Planning & Seamless Execution

- Andrew Butt, Co-founder + CEO, Enable

How the Pandemic Flipped Logistics on Its Head

- Roy Rosell, Head of Product Marketing, NEXT Trucking

Frantic: How the 2020 Pandemic Challenged Global Supply Chains

- Scott Deakins, COO, Deacom

Today's Tip

Making Difficult Tasks Easy



We tend to put off doing jobs we don't like, that are difficult, or that will take a long time to complete. That makes those duties even harder. Most of us worry about those jobs we need to do. The longer we wait, the harder it gets to start difficult jobs. It is far better to do hard jobs as early as

you can. Don't put them off too long because you will probably then be short on time to do them well. You may not have estimated the time required to complete the assignment. Unforeseen problems may appear that were not there in the first place.

If the job requires a lot of time, divide up the expected time into small increments. Don't then start doing a little bit and then forget about the balance you need to do in order to complete the job. Establish a firm schedule to do some of the job daily, weekly, or whatever seems reasonable to complete the assignment. Train yourself to avoid any interruptions during the scheduled time and stick to the schedule.

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Many jobs require gathering data or information. For example, suppose you are assigned to buy a certain product you know nothing about. You don't know what the product is for. You don't know who sells it. You don't have any idea what specifications are required. When this is the case, try getting some of the information with suppliers or online sources. You can then be working on getting other information at the same time while waiting to hear back from suppliers. Follow up with suppliers if you don't get an answer within a reasonable time.

When you know how to proceed with an assignment, don't be timid about asking for help. Ask for suggestions about how you should proceed. If you are not sure about what is wanted in the assignment, don't wait too long to get clarification. Sometimes your boss or whoever gave you the assignment was not clear in their own mind what they really wanted. Your question for clarification may force them to rethink the assignment. They will then either clear up the vagueness of the request or sometime simply cancel the request altogether.

- American Purchasing Society, Vol. 49, Report #3, March 2021

+44%

Year-over-year (2019-2020) increase in consumer online spending.

Consumers spent \$861 billion online with U.S. merchants last year – the highest annual U.S. e-commerce growth in at least two decades. It's also nearly triple the 15.1% jump in 2019.



- Digital Commerciser 360

magazine for many years. Recently, the NIGP executive team made the decision to end this business partnership and **shift our focus to creating and distributing high quality member-centered content that NIGP will bring directly to you** through our various digital touchpoints.

The launch of **our new website gives us the perfect platform to offer blog posts, thought leadership articles, insightful research and various think-pieces—all to inform and educate our members.** We also recently launched Radio NIGP, a monthly broadcast that highlights trending topics and offers valuable perspectives from leaders within the profession.

We hope you continue to read, see, and listen to all the great new content created by our multi-talented members. We encourage and embrace fresh ideas within our membership and look forward to developing interesting and compelling content that we are proud of and that benefits you, your peers, your colleagues, and the profession.

Note: Access to PDFs of Government Procurement Magazine dating back to 2018 are still available on the NIGP website.

HGACBuy Cooperative Purchasing Program

The Houston-Galveston Area Council (H-GAC) is the largest of 24 Councils of Government (COG) in Texas, and is a political subdivision of the State of Texas. It has been serving local governments for more than 40 years.

H-GAC's Cooperative Purchasing Program, known as HGACBuy, was established pursuant to Texas Interlocal Cooperation Act [Texas Local Government Code, Title 7, Chapter 791]. The Act allows local governments and certain non-profits to contract or agree under the terms of the Act to make purchases or provide purchasing services and other administrative functions appropriately established by another government entity. The Interlocal Contract (ILC) is the required legal document that establishes a link between the End User (local governments and certain non-profits) and HGACBuy, and gives the End User access to HGACBuy contracts.

HELPING GOVERNMENTS ACROSS THE COUNTRY BUY

HGACBuy is a growing nationwide program with end users in most states. Contracts are established directly with manufacturers, nationwide distributors and other providers at a corporate level. They focus on higher-ticket, capital-intensive products and services that require detailed and technical specifications. Offerings include items such as heavy equipment, ambulances, fire trucks, buses and mowers.

Using HGACBuy contracts may simplify the purchase of public-works equipment, fire and emergency apparatus, communications equipment and services, and several other products that may be difficult for an individual agency to bid out.

NIGP and GovPro Magazine Partnership Update

NIGP has had a working relationship with the publishers of Government Procurement magazine to deliver relevant public procurement news and information through a printed



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How to Make Purchases Using HGACBuy

Using HGACBuy is extremely simple and can provide significant savings in dollars and time.

Step 1 – Interlocal Contract*

*(This step will only need to be completed once.)

Complete and sign the [Interlocal Contract Form](#).

Email Address: cpcontractfax@h-gac.com

Mailing Address:

PO Box 22777

Houston, TX 77227-2777

Fax Number: 713-993-4548

Step 2 – Find Products and Services

Obtain specific product details from the HGACBuy website, then contact the contractor for assistance and a detailed price quote (Contract Pricing Worksheet). Contractor contact information can be found when viewing the Products and Services page.

NOTE: To comply with a funding source, OMB Uniform Guidance or other requirements, some contracts require an additional competitive step. When applicable, you will need to submit your specification/product description or scope of work to a minimum of 3 contractors listed to obtain a detailed quotation based on the pricing and products/services awarded in the HGACBuy contract. You can make your selection/award contingent on your own criteria which must be included in your request for quote.

Step 3 – Submit Your Purchase Order

Prepare and submit your purchase order along with the quote directly to the relevant HGACBuy Contractor. Purchase Orders should include specific details regarding the purchase (i.e., name of the Member's contact person, shipping/delivery instructions, and installation details, if any). The Contractor must then submit these documents to HGACBuy Procurement Staff.

Step 4 –HGACBuy Order Confirmation

When the copy of a purchase order and quote are received by HGACBuy (see Step 3 above), an Order Confirmation is prepared and sent to the Member and the Contractor, authorizing the Contractor to proceed with the order.

Step 5 – End User Payments for Products and Services

All contracts between HGACBuy and its contractors require prompt payment upon delivery of products/services to a Member. Upon receipt and acceptance of goods and services from the Contractor, End User must pay the Contractor directly, the full amount of the invoice within 30 days.

To learn more information about HGACBuy, visit <https://www.hgacbuy.org/>.

Upcoming Retirement

Congratulations are in order for Jud Crane, who will be retiring July 31, 2021. We wish you all the very best on this new chapter.



New Position

Congratulations to Travis Fulton on his new position. Travis will be replacing Jud Crane as Director of Purchasing & Contract Administration.

Newest NIGP-CPP

Congratulations to the newest NIGP-CPP – Kim Jones. Kim works for Walton County Board of Commissioners.

