



Message from the President

As we are quickly approaching the end of another year I want to thank everyone who helped support me in my role as president. These past four years have been an unbelievably rewarding experience and I would encourage all members to consider becoming an officer.

Coming in as your new president is Linda Dupuis from the City of Green Bay. I'm sure you're all familiar with her and her work as the Cooperative Purchasing Committee chair. She has done an exceptional job communicating with the state to facilitate cooperative purchasing within our group and has many other plans for improving our experience with WAPP in the upcoming year.

I found this years Vendor Expo to be the best I've ever attended. Dean and Denise really set the bar with this one. I personally made contacts that I believe will give my school district the opportunity for savings in the upcoming year. Thank you to all involved.

Please plan to attend the meeting in Janesville December 8th and 9th. I believe Denise has put together another incredible learning experience for us that will offer something for everyone to take back to the office.

Thank you all for your involvement and support to WAPP.

Scott Noffke, President

Wisconsin Association of Public Purchasers Minutes September 15, 2006 Wisconsin Dells, WI

Meeting was called to order at 11:05 am by President Scott Noffke and followed by the Pledge of Allegiance and introductions.

Minutes of the June meeting were approved with no changes.

TREASURER'S REPORT

As of May 31, 2006:

Checking Account	\$11,815.88
CD Balance	6,680.18
Savings Account	2,520.22
Total	\$21,016.28

The CD was renewed in August per an Executive Board decision. It was suggested that we come up with a process for renewing the CD. Kim Verhelst suggested leaving it to the Executive Board.

COMMITTEE REPORTS

Education Committee Frank Draxler reviewed several NIGP trainings that are occurring.

No other committees had reports.

Old Business

The December meeting will be held in Janesville on 7th and 8th. We will be teaming with the VALUE Group for the March meeting. Laura Forbes is in charge of the May/June meeting to be held in Oshkosh. Volunteers are still being sought for the December 2007 meeting.

New Business

Dean Helwig indicated that the Past Presidents council would discuss a program to help meeting organizers develop agendas and education topics.

The topic of increasing funding for WAPP members participating in NIGP training was discussed. A motion was made and passed stating:

WAPP will increase funding for WAPP sponsored NIGP training for members from \$50 per member per day to \$100 per member per day.

The meeting was adjourned at 11:31.

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V.A.L.U.E. IN LOCAL GOVERNMENT
Cooperative Purchasing Program
Of Southeastern Wisconsin
www.value4gov.org

YOU ARE INVITED TO WAUWATOSA, WISCONSIN FOR THE WAPP MARCH 2007 MEETING

Please join us on Wednesday, March 21st, and Thursday March 22nd, 2007 for the WAPP Quarterly Meeting to be held at the beautiful Radisson Hotel in Wauwatosa, Wisconsin. An exciting and educational meeting is being planned, one that you will not want to miss. The complete agenda will be released in the very near future.

Hosted by your friends from
V.A.L.U.E. in Local Government

Cooperative Purchasing

COOPERATIVE PURCHASING NEWS

by Linda Dupuis

Here are the highlights of the June Co-op meeting topics:

- Grand Central Station team (Monette J, Judy T, Bob A, Lee J and others) has been working diligently toward their goal to expand/improve posting state & municipal co-op bids in a central site. They saw that VendorNet is not the long-term solution, particularly since the State will eventually replace considerable research. The group presented an alternate; NovuSolutions (<http://www.novusolutions.com/>). WAPP members at the June meeting showed strong interest.

- Lyman Fuson with DOA responded to two co-op topics:

Cooperative language is now standard for almost all DOA bids.

State agencies MAY buy off municipal co-op bids, IF there is no state contract in place.

- Our original goals to have state & local agencies join forces to overcome cooperative purchasing obstacles remains, however we've taken a step back from some of the broader cooperative team goals. Most, or all, state purchasing agencies have gone through huge changes this past year or so, have faced staff shortages & new purchasing mandates. Many of the Co-op Team goals were tied to working with State procurement groups, however, for the short-term, that was not feasible.

- We discussed a change in focus away from these team goals and the idea of having the WAPP Cooperative Committee support a state-wide local cooperative group, with representatives from buying groups such as VALUE, other Municipal co-ops, Tech. Colleges and School cooperatives from around the state. Such municipal buying volume is likely as large, or larger, than the State purchase volume. If we can become a more cohesive unit over the next year or two, we'll be better positioned to partner with the State when their changes are completed.

CO-OP HIGHLIGHTS FOR THIS DECEMBER WAPP MEETING:

During 2006, the focus has been Grand Central Station & Novusolutions. We're looking for agencies that may be interested in a cooperative purchase of this software. Helen McCain, State Bureau of

Procurement Director and I have been in regular contact and have agreed to keep the long-term co-op goals in mind, while doing what can reasonably be accomplished in the short term.

For a future WAPP meeting, we will schedule time to review at least one State level contract that is highly utilized by local agencies. A mini-training session will be held to have the State contract manager present the contract details. Those agencies currently using the contract may give feedback on what works & doesn't work well for them. Depending on local input, the contract may be amended or re-bid to address any opportunity (or problem) presented.

We also discussed the WAPP Vice-President duties related to review of meeting agenda educational content. Helen offered to provide some of the state purchasing training sessions in conjunction with WAPP meetings, when it can be coordinated with the WAPP meeting facilitator. This will be a great opportunity for WAPP members and State contract purchasing folks to meet and share training opportunities.

The Steering Committee will meet right after lunch on Friday, Dec. 8th to discuss **2007 goals**. Members include the WAPP Executive Committee, Cooperative Team Leaders & State Bureau of Procurement Director & staff.



Proposed 2007 WAPP BUDGET

Budget Category		Estimated Expenditures	Estimated Revenues	Balance
Membership - Nadine Malm				
Estimated Expenditures:				
Printing & Postage	\$600			
NIGP Dues	\$1,290			
NIIGP Forum (President and VP)	\$3,000	\$4,890		
Estimated Revenues:				
Membership Dues (\$25x150)			\$3,750	-\$1,140
Education - Frank Draxler				
Estimated Expenditures:				
Two NIGP Seminars	\$14,000			
CPPB/CPPO Testing & Certification	\$500	\$14,500		
Registration Fees			\$5,700	-\$8,800
Newsletter - Barb Weller/Mary Hensler				
Estimated Expenditures:				
Printing & Postage		\$150		-\$150
Historian/Photographer - Cynda Solberg				
Estimated Expenditures				
Photo Paper & Processing		\$150		-\$150
Website - Jim Fering				
Estimated Expenditures				
Website Hosting/Domain Name/Internet Access		\$610		-\$610
First Quarter Meeting - Robert Barwick				
Estimated Expenditures:				
Meeting Room Rental & Meals	\$3,200			
Entertainer	\$200			
Speakers, AV Equipment, & Supplies	\$1,100	\$4,500		
Estimated Revenues:				
Registration Fees WAPP (40x\$40)	\$1,600			
Registration Fees VALUE (50X\$25)	\$1,250		\$2,850	-\$1,650

Second Quarter Meeting - Laura Forbes				
Estimated Expenditures:				
Room Rental & Meals	\$2,500			
Entertainment	\$300			
Speakers	\$1,000	\$3,800		
Estimated Revenues:				
Registration Fees (50 X \$40)			\$2,000	-\$1,800
Vendor Expo - Denise Charkowski				
Estimated Expenditures:				
Meals and Breaks	\$5,000			
Speakers	\$1,000			
Entertainment	\$900			
Rooms, Expo Set Up, and A/V	\$3,000	\$9,900		
Estimated Revenues:				
Vendor Registrations Fees	\$17,000			
WAPP Registrations Fees	\$3,000		\$20,000	\$10,100
Fourth Quarter Meeting - Unknown (2006 Budget Numbers)				
Estimated Expenditures:				
Room & AV Rental	\$750			
Meals	\$3,000			
Speakers	\$1,500			
Handouts & Materials	\$300	\$5,550		
Estimated Revenues:				
Registration Fees			\$4,000	-\$1,550
TOTALS:		\$44,050	\$38,300	
Expenditures in Excess of Revenues				-\$5,750



WISCONSIN ASSOCIATION OF PUBLIC PURCHASERS
4th QUARTER MEETING - December 7 -8, 2006
Best Western
3900 Milton Avenue, Janesville, WI



AGENDA

Thursday, December 7

- 7:00 - 8:00 AM** **Registration and Continental Breakfast**
- 8:00 - 8:15 AM** **Introductions and Welcome**
- 8:15 - 10:00 AM** **Bill Davison, CPPO, NIGP** Stearns County Minnesota Purchasing Manager.
- Dealing with Vendor Protests
- Presentation on the legal or business issues that might cause a protest.
 - How to avoid a protest (how to prepare your specs, evaluation and award)
 - Handling a bid protest (legally and best practices)
 - Small group exercise to apply knowledge learned.
(sample bids and sample protests) How would you handle the protest?
 - Examples of bid protest procedures.
- 10:00 - 10:15 AM** **Break**
- 10:15 - 11:45 AM** **Dealing with Vendor Protests - continued**
- 11:45 - 12:30** **Lunch**
- 12:30 - 1:30 PM** **(To be determined)**
- 1:30 - 2:15 PM** **Mark Saunders, Legal Counsel, Wisconsin Department of Administration.**
 The focus these days is certainly on Ethics in public purchasing. What does that mean? What went wrong regarding the Georgia Thompson case? What effects will this have in how we work in the future?
- 2:15—2:30 PM** **Break.**
- 2:30—3:30 PM** **Ruth Ann Whitehorse, SBOP Procurement Manager.**
 Statewide Office Furniture Contract
- What's included on the contract? How do we use it? What is the benefit for counties and municipalities to use it?
- 3:30 - 5:00 PM** **Helen McCain, Director, Wisconsin State Bureau of Procurement.**
- Changes to the RFP process in the State Agencies.
 - Work of the Interagency Purchasing Council.
 - SBOP updates you handle the protest?
- 6:00 PM** **Dinner at Milwaukee Grill, 2601 Morse Street, Janesville**

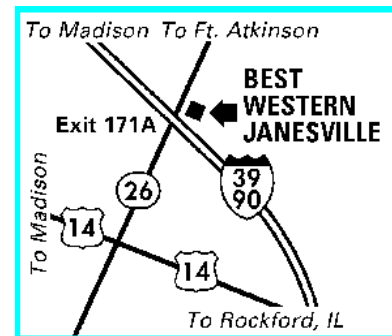
Friday, December 8

- 7:15** Registration / Continental Breakfast
- 8:15 – 8:30 AM** Welcome - Richard Ott, Rock County Board Chairman
- 8:30 – 10:00 AM** **Monica Gannon, IBIS Project**
 IBIS presentation and discussion. What is it? Why is it important to you?
 IBIS will be integral in the implementation of a statewide purchasing system.
 What will happen to the VendorNet system as a result of IBIS? Will it disappear
 or still be available?
- 10:00 – 10:30 AM** Break / Checkout
- 10:30 – 11:15 AM** **Grand Central Station/Cooperative Purchasing**
- 11:15 – 12:15** **WAPP Business Meeting/Elections/Common Problems**
- 12:30** Lunch
- 1:00 PM** Cooperative Steering Committee

Members attending both days of this WAPP chapter conference will earn up to 16 contact hours towards NIGP certification. Contact hours must be prorated for members who can attend only a portion of the meeting. If interested, WAPP certificates will be available following the Friday business meeting, confirming your attendance and the number of hours earned towards your CPPB or CPPO.

HOTEL INFORMATION

3900 Milton Avenue
Janesville, WI 53546-1007
Phone: 608-756-4511 Fax: 608-756-0025
Toll Free Reservations: 800-334-4271
Website: <http://www.bestwestern.com>



A block of rooms has been reserved at the Best Western – Janesville, through **Wednesday, November 22, 2006**. Room rates are \$45/single/double with your tax exemption certificate. Please make your reservation with the Best Western by calling 608.756.4511

Driving Directions

From Interstate 90 East. exit 171A, take left at stop sign, right on Kettering Drive.

From Interstate 90 West. exit a171A, take right at stop sign, right on Kettering Drive.

Important: Map and directions are for information purposes only. While we hope to provide the best mapping information for Best Western hotels, some mapping details may not be as accurate as we would like. Please contact hotel directly to obtain the most current and complete location information and driving directions.



WISCONSIN ASSOCIATION OF PUBLIC PURCHASERS
4th QUARTER MEETING - December 7 - 8, 2005
Best Western,
3900 Milton Avenue, Janesville, WI



REGISTRATION FORM

Lodging Information

A block of rooms has been reserved at the Best Western – Janesville, through Wednesday, November 22, 2006. Room rates are \$45/single/double with your tax exemption certificate. Please make your reservation with the Best Western by calling 608.756.4511.

Registration Information:

- Member Retired Member Non-Member First-Timer Attendee*

Name: _____

Agency: _____

Email: _____

Registration Fees: (includes continental breakfast and lunch both days).

	WAPP Member	Non-Member First Timer*	Non-Member	Retirees
Both Days:	40.00	FREE	55.00	20.00
Thursday Only:	25.00	FREE	30.00	10.00
Friday Only:	25.00	FREE	30.00	10.00

*First time non-members are free. A First-time, non-member must be a governmental official whose responsibilities include or are related to public procurement.

NOTE: WAPP membership must be effective on or before November 15, 2006 in order to obtain member rates.

Check Appropriate Boxes:

- I will attend **Both Days**. I will attend **Friday Only**.
 I will attend **Thursday Only**. I will attend **lunch on Friday**.

Thursday Night's Group Dinner:

The Thursday evening group dinner will be held at the Milwaukee Grill, 2601 Morse Street. The dinner will be a buffet, including roast beef and broasted chicken, salad, potato and dessert. The cost is \$21, which includes the gratuity. If you plan to attend, please add \$21 to the registration fee or send a separate check.

Make check payable to WAPP. Payment and registration form (you may fax the registration form to 608.264.9500) must be received at the following address by November 30th.

Denise Charkowski
 SBOP/CAPS
 101 East Wilson Street, 9th Floor, Madison, WI 53707
email: denise.charkowski@wisconsin.gov
 608.261.8077

Scott Noffke, President Linda Dupuis, Vice President Laura Forbes, Treasurer Lyman Fuson, Secretary	Program Planning Scott Noffke Presidents' Council Dean Helwig Membership/ Public Relations, Co-Chairs Nadine Malm Kathy Jaglin Environmentally Preferable Purchasing Audit Eric Thornton Historian Cynda Solberg Photographer Cynda Solberg Finance Kim Verhelst Newsletter Editor Mary Hensler Newsletter Publisher Barb Weller Webmaster Jim Fering	<i>Newsletter information may be sent to:</i> Mary Hensler 4802 Sheboygan Ave., #751 PO Box 7396 Madison, WI 53707-7396 <i>or e-mail:</i> mary.hensler@dot.state.wi.us
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WAPP VALUE VIEWS

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