

RUTGERS

Continuing Studies

CENTER FOR GOVERNMENT SERVICES
Rutgers, The State University of New Jersey
303 George Street, Suite 604
New Brunswick, NJ 08901-2020

CENTER FOR
GOVERNMENT SERVICES

**48th Annual Rutgers University
Public Purchasing Educational Forum
and Pre-Forum Seminar**

Co-Sponsored by
Northern New Jersey NIGP
Southern New Jersey NIGP
New Jersey Association of
County Purchasing Officials

**“Purchasing Processes:
Old, New & Forgotten”**

May 3 & 4, 2017
Golden Nugget Hotel
Atlantic City

**Pre-Forum Seminar
“Advances in Green
Product Purchasing”**

May 2, 2017



RUTGERS
Continuing Studies

AGENDA

WEDNESDAY, MAY 3, 2017

- 7:30 – 8:30 REGISTRATION/BREAKFAST/EXHIBITS
- 8:30 –9:00 WELCOME
- 9:00 – 10:00 **KEYNOTE ADDRESS**
IDEALS AND REALITIES IN GOVERNMENT
Professor Brigid Callahan Harrison
Political Science & Law, Montclair State University
- 10:00 – 11:00 **CONCURRENT SESSIONS**
- BID CHALLENGES: WHAT YOU NEED TO KNOW**
Ken Mecouch, Administrator, Cumberland County
Laura J. Paffenroth, Assistant Counsel, Camden County
- SURETY BONDING IN THE N.J. PUBLIC SECTOR**
Gary Kohan, Surety Consultant
- THE ART OF PUBLIC SPEAKING**
Tricia S. Nolfi, Ed.D., Assistant Professor
Organizational Leadership, Rider University
- 11:00 – 11:30 BREAK/VISIT EXHIBITS
- 11:30 – 12:30 **CONCURRENT SESSIONS**
REPEATED FROM ABOVE
- 12:30 - 1:30 LUNCHEON/VISIT EXHIBITS
- 1:30 – 2:00 **CONCURRENT SESSIONS (NOT REPEATED)**
- THE LEGISLATIVE PROCESS**
Lori Buckelew, Senior Legislative Analyst
League of Municipalities
- 2:00 – 3:00 **LEGISLATIVE “SHOUT-OUT”**
Joseph Valenti, Chief, Local Management Services, DCA (Ret)
- OR -
PUBLIC SCHOOL PURCHASING
James Shoop, BA/PA, Passaic Board of Education (Ret)
- 3:00 – 3:30 BREAK/VISIT EXHIBITS
- 3:30 – 4:30 **LEGISLATIVE “SHOUT-OUT” (continued)**
PUBLIC SCHOOL PURCHASING (continued)
- 4:30 – 5:30 NETWORKING RECEPTION

AGENDA

THURSDAY, MAY 4, 2017

- 8:00 – 8:30 REGISTRATION/BREAKFAST/EXHIBITS
- 8:30 – 9:30 **PLENARY SESSION: ETHICS IN LEADERSHIP**
Judith Young, Executive Director
Rutgers Institute for Ethical Leadership
- 9:30 – 10:30 **CONCURRENT SESSIONS**
- GOODS & SERVICES: SPECIFICATIONS AND SCOPE OF WORK**
Robert Shannon, Township Administrator, Wyckoff
Anna Marie Wright, Purchasing Agent, Camden County
- SOLID WASTE DISPOSAL & RECYCLING SPECIFICATIONS**
Wayne DeFeo, Principal, DeFeo Associates
- SOCIAL MEDIA: BENEFITS AND PITFALLS**
Morris Enyeart, Ed.D., NJLM Internet & Web Consultant
Tara Ann St. Angelo, Esq., Gebhardt & Kiefer, P.S.
- 10:30 – 11:00 BREAK/VISIT EXHIBITS
- 11:00 – 12:00 **CONCURRENT SESSIONS**
REPEATED FROM ABOVE
- 12:00 – 1:00 LUNCHEON/VISIT EXHIBITS
- 1:00 – 2:00 **CONCURRENT SESSIONS**
- GOVERNMENT CORRUPTION AND FRAUD**
Anthony Picione, Chief, Corruption and Government Fraud
Bureau, Division of Criminal Justice, DLPS
- CYBER SECURITY: BE AWARE OF THE RISKS**
Marc H. Pfeiffer, Assistant Director
Bloustein Local Government Research Center, Rutgers
- NJ START: STATE OF THE ART REQUISITION TECHNOLOGY**
Brian Gallagher, Procurement Specialist
Allan Sydlo, Procurement Specialist
Department of Treasury, Division of Purchase and Property
- 2:00 – 3:00 **CONCURRENT SESSIONS**
REPEATED FROM ABOVE

REGISTRATION INFORMATION

A check or voucher must accompany the registration form, made payable to Rutgers, the State University of New Jersey. Send to the address noted on the registration form. Registrations received on the day of the conference are assessed a \$15 late fee. There is a \$25 fee for course withdrawals and/or returned checks.

SESSION HANDOUTS WILL BE AVAILABLE ON-LINE:

<http://cgs.rutgers.edu/publicpurchasing>

NJ DEPARTMENT OF EDUCATION WAIVER

The Department has granted a waiver of the prohibition on overnight travel for school district travel expenditures, per NJSA 18A:11-12 and NJAC 6A:23A-7.11(c). Obtain a copy of the approval letter at: <http://cgs.rutgers.edu/publicpurchasing>

HOTEL INFORMATION

Accommodations

Overnight accommodations are available at the Golden Nugget Hotel, 600 Huron Avenue & Brigantine Boulevard in Atlantic City, NJ 08401 for \$74 plus 14% tax and \$10 tourism fee. Please contact the hotel directly at 1-800-777-8477 and select option 3 to be connected with a Reservation Agent. To receive the discounted rate, advise the hotel that you are attending the *Rutgers University Public Purchasing Educational Forum (Group Code ARU17)*.

A credit card deposit equal to the first night's stay is required to guarantee the reservation.

The cut-off date for reservations within the block is **Tuesday, April 18, 2017 at 5:00 pm**. After that date, no reservation will be taken at the discounted group rate. Additional reservations will be accepted, based on availability, at the current hotel rate.

Parking

Self-parking is free; valet parking is available at the daily rate of \$10.

Directions

Atlantic City Expressway into the city. Take Exit 1 toward Convention Center/Marina/Brigantine. Merge onto Atlantic City Expressway Connector for 1 mile; stay straight onto ramp. Take ramp toward Trump Marina/Farley Marina. Merge onto Huron Avenue. Make U-turn at Castle Boulevard onto Huron Avenue.

REGISTRATION FORM

PAYMENT INFORMATION:

The registration fee is \$350 for two days or \$200 for one day attendance at the Educational Forum. The fee for the Advances in Green Product Purchasing Seminar is \$123, which is a separate event from the Forum. Mail registration form and payment to:

RUTGERS PUBLIC PURCHASING EDUCATIONAL FORUM

Center for Government Services
303 George Street, Suite 604
New Brunswick, NJ 08901-2020
or fax to 732/932-3586

Last Name	First Name	Middle Initial
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Employer	Title
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Business Address

Employer Phone	Extension	Fax
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Home Address

Home Phone	Cell Phone
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Email Address

NJ Certifications held (circle) QPA CMFO CPWM CTC RMC

Check dates/fees:

Annual Public Purchasing Educational Forum:

_____ 2 Days, 5/3 & 4	#PP-2250-SP17-A	\$350
_____ 1 Day, 5/3	#PP-2250-SP17-B	\$200
_____ 1 Day, 5/4	#PP-2250-SP17-C	\$200

Pre-Forum Seminar: Advances in Green Product Purchasing

_____ 1/2 Day, 5/2	#PP-2217-SP17-1	\$123
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Check or voucher must accompany registration form. Make check or voucher payable to **Rutgers, The State University of New Jersey**. Mail to above address.

In accordance with University policies, credit card information is no longer accepted on registration forms. Students paying course fees with a credit card must register online at: <http://cgs.rutgers.edu>. Click on the red "Register Now" button.

There is a \$25 fee for course withdrawals and/or returned checks.

**PRE-FORUM SEMINAR
ADVANCES IN GREEN PRODUCT PURCHASING**

Tuesday, May 2, 2017

Golden Nugget Hotel, Atlantic City

Registration Fee: \$123.00

The goal of green product purchasing training is to develop organizational leadership in sustainability and greenhouse gas emission reductions via procurement activities.

This course on “Advances in Green Product Purchasing” promotes the need for local units to promote green product procurement by ensuring that environmental performance and sustainability factors are included to the maximum extent practical for all applicable procurements in the planning, award, and execution phases of acquisitions.

Real-life examples demonstrate the challenges and successes of implementing a green product purchasing program.

Advances in Green Product Purchasing, PP-2217-SP17-1, \$123.00

Golden Nugget Hotel, 600 Huron Ave. & Brigantine Blvd., Atlantic City

Tuesday, May 2, 2017, 3:00 - 6:00 pm

Instructor: Kevin Lyons, Ph.D., Professor, Rutgers University

DCA/DLGS has awarded 3.0 contact hours for:

CMFO/CCFO: Financial/Debt Management

CPWM: Government

RMC: Finance

QPA: Green Purchasing

**RUTGERS UNIVERSITY PUBLIC PURCHASING
EDUCATIONAL FORUM PLANNING COMMITTEE**

Gordon H. Ball, Jr., RPPO, CPPO, QPA - Executive Director, Southern New Jersey Chapter NIGP

Kathleen McKenzie Cupano - Assistant Director, Center for Government Services, Rutgers University

Ann V. Hartwick, RPPO, CCPO, QPA - Purchasing Agent, Middlesex County

Althea Headley, QPA, RPPO, MPA - Purchasing Agent, Irvington

Eileen Kuca, QPA, RPPS - Purchasing Agent, Wayne Township

Mary “Trish” Mooney, QPA, RPPO - Purchasing Agent, Atlantic City

Nicola Reid, QPA, RPPO - Purchasing Agent, Stafford Township

Laura Scutari, QPA, RPPS - Purchasing Agent, Union County

Ann Marie B. Spagnola, MPA, QPA, RPPS - Administrative Specialist 4 - Procurement
State of NJ, Judiciary, Purchase & Property

Mary Louise Stanton, RPPO, CCPO, QPA - Purchasing Agent, County of Somerset (Retired)

Joseph A. Valenti - Bureau Chief, Local Management Services, DLGS, DCA (Retired)

DLGS CONTINUING EDUCATION CREDIT

Bid Challenges 1 Hour	CMFO/CCFO: Fin/Debt Mgt CPWM: Government RMC: Finance QPA: Procure Proce
Bonding & Surety 1 Hour	CMFO/CCFO: Fin/Debt Mgt CPWM: Government RMC: Finance QPA: Procure Proce
Cyber Security+ 1 Hour	CMFO/CCFO: Info Tech CPWM: Info Tech CTC: Info Tech RMC: Info Tech QPA: Info Tech
Ethics in Leadership* 1 Hour	CMFO/CCFO: Ethics CPWM: Ethics CTC: Ethics RMC: Ethics QPA: Ethics
Goods & Services 1 Hour	CMFO/CCFO: Fin/Debt Mgt CPWM: Government RMC: Finance QPA: Procure Proce
Government Corruption+ 1 Hour	CMFO/CCFO: Office Mgt/Ancil Subj CPWM: Government CTC: Gen/Second RMC: Finance QPA: Off Admin/Gen Dut
Ideals/Realities in Government+ 1 Hour	CMFO/CCFO: Off Mgt/Ancil Subj CPWM: Government CTC: Gen/Second RMC: Prof Devel QPA: Off Admin/Gen Dut
Legislative Process+ 0.5 Hours	CMFO/CCFO: Off Mgt/Ancil Subj CPWM: Government CTC: Legislation RMC: Prof Devel QPA: Off Admin/Gen Dut
Legislative Shout-Out+ 2.0 Hours	CMFO/CCFO: Off Mgt/Ancil Subj CPWM: Government RMC: Prof Devel QPA: Off Admin/Gen Dut
NJ START 1 Hour	CMFO/CCFO: Fin/Debt Mgt CPWM: Government RMC: Finance QPA: Procure Proce
Public School Purchasing 2.0 Hours	CMFO/CCFO: Fin/Debt Mgt CPWM: Government RMC: Finance QPA: Procure Proce
Public Speaking+ 1 Hour	CMFO/CCFO: Off Mgt/Ancil Subj CPWM: Management CTC: Gen/Second RMC: Prof Devel QPA: Off Admin/Gen Dut
Social Media+ 1 Hour	CMFO/CCFO: Info Tech CPWM: Info Tech CTC: Info Tech RMC: Info Tech QPA: Info Tech
Solid Waste & Recycling Specs 1 Hour	CMFO/CCFO: Fin/Debt Mgt CPWM: Technical RMC: Finance QPA: Procure Proce

All Sessions are eligible for RPPO/RPPS Recertification Credit. Unmarked sessions receive credit in Public Purchasing. Other sessions receive credit as noted: * Ethics + Management/Supervision