

**RUTGERS**

Continuing Studies

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

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CENTER FOR  
GOVERNMENT SERVICES

# 42nd Public Purchasing Educational Forum

Co-Sponsored by the  
Governmental Purchasing Association  
of New Jersey

FROM “PA”  
TO “QPA” -

WE’VE COME  
A LONG WAY

May 4 & 5, 2011  
Sheraton Atlantic City  
Convention Center Hotel



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## HOTEL INFORMATION

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### Accommodations

Overnight accommodations are available at the Sheraton Atlantic City Convention Center Hotel for \$129 plus \$1 per room resort fee and 14% local tax. Please contact the hotel directly at 1-888/627-7212 or through the on-line group web site (see below) to reserve rooms by 5:00 PM on April 3, 2011. Advise the hotel that you are attending the *Rutgers/GPANJ Public Purchasing Educational Forum*. There is an early departure fee of \$75. Please confirm your length of stay at check-in. Check-in is at 3:00 PM; check out is 12:00 NOON.

A deposit equal to one night's stay is required to hold the reservation. Purchase orders and vouchers are not accepted as a form of payment. Pre-payment must be received 4 weeks before check-in. The Sheraton will complete your purchase order within 10 days of receipt. Please send it to the Sheraton with enough time in advance to allow ample time for your payables department to process pre-payment prior to arrival.

### On-Line Accommodation Reservations

The following customized website allows attendees to book hotel reservations online: <http://www.starwoodmeeting.com/Book/gpanj2011>

### Parking

Parking is available at the daily rate of \$5 for self-parking or \$17 for valet parking. Parking fees are exclusive of applicable state and local taxes, currently 7%. Self-parking is available in the Atlantic City Convention Center parking deck, across from the Sheraton Hotel. *You must park in the area reserved for Sheraton guests and have your parking deck ticket validated by the Sheraton Hotel Valet desk prior to departure to qualify for the \$5 self-parking rate.*

### Directions

Atlantic City Expressway into the city. Proceed to the second light, turn left onto Arctic Avenue. Proceed to the second light, turn left onto Michigan Avenue. Proceed straight through the next light and follow signs to hotel entrance on Convention Boulevard.

## AGENDA

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### THURSDAY, MAY 5, 2011

- 8:00 – 8:30      **REGISTRATION/BREAKFAST/EXHIBITS**
- 9:00 – 10:00      **PLENARY SESSION: QPA UPDATE**  
*Gordon Ball*, Procurement Specialist, DLGS  
*Daniel Kaminski*, Supervisor, Certification Unit, DLGS
- 10:00 – 11:00      **CONCURRENT SESSIONS**
- NAVIGATING THE STATE CONTRACTS WEBSITE**  
*Jane Marie Foti*, Purchasing Specialist, Somerset County
- ELECTRONIC DOCUMENT MANAGEMENT**  
*John Gregory*, Purchasing Agent, Branchburg Township  
*Brett A. Radi*, County Clerk, Somerset County  
*Mary Louise Stanton*, Purchasing Agent, Somerset County
- GREEN PURCHASING**  
*Joseph S. Clark*, Purchasing Manager, Ocean City  
*Caroline Ehrlich*, Chief of Staff, Woodbridge Township  
*Ann Marie Spagnola*, Admin. Analyst - Procurement,  
Dept. of Treasury, Division of Purchase and Property
- 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 - 2:30      **ON-LINE AUCTIONS**  
*Gordon Ball*, Procurement Specialist, DCA, LGS, Trenton  
*Daniel Kaminski*, Supervisor, Certification Unit, DLGS  
*Gerri C. Popkin*, Purchasing Director, Monmouth County
- HANDLING BID PROTESTS SUCCESSFULLY**  
*Mary Louise Stanton*, Purchasing Agent, Somerset County
- NAVIGATING THE GPANJ WEBSITE**  
*Estitta Bushkin*, Purchasing Officer, Howell Township  
*Abby Goldman*, Assistant Purchaser, Monroe Township
- 2:30 - 3:30      **CONCURRENT SESSIONS**  
REPEATED FROM ABOVE

**PLANNING COMMITTEE**

Gordon H. Ball, Jr., RPPO, CPPO, QPA  
 Procurement Specialist  
 Division of Local Government Services

Estitta Bushkin, RPPO, QPA  
 Purchasing Officer, Township of Howell

Joseph S. Clark, RPPO, CPPB, QPA  
 Purchasing Manager, City of Ocean City

Kathleen M. Cupano, Assistant Director  
 Center for Government Services  
 Rutgers, The State University of NJ

Thomas Fuscaldo, RPPO, QPA  
 Purchasing Agent  
 Passaic Valley Sewerage Commission

John W. Hladun, RPPO, QPA  
 Purchasing Agent, City of Atlantic City

James Jude Jorgensen, RPPO, QPA  
 Purchasing Agent, County of Essex

Ronald Prykanowski, RPPO, QPA  
 Purchasing Agent, Townships of  
 Montgomery & Plainsboro

Francine Shames, RPPO, CPPO, QPA  
 Executive Director, GPANJ

Debra Sopronyi, RPPO, RMC  
 Purchasing Agent, Hightstown

Mary Louise Stanton, RPPO, CCPO, QPA  
 Purchasing Agent, County of Somerset

Joseph A. Valenti, CPM, RPPO, QPA  
 Bureau Chief, Division of Local  
 Government Services, DCA (retired)

**CONTINUING EDUCATION CREDIT**

The Department of Community Affairs, Local Government Services, has approved the award of the following credits toward the re-certification of CMFO, CCFO, CPWM, and RMC for attendance at each of the following sessions. Rutgers Center for Government Services will also award re-certification credit for RPPO/RPPS.

Audit Process	CMFO/CCFO: Accounting
1 Hour	CPWM: Government
DLGS Course #	RMC: Finance

Bonding & Surety	CMFO/CCFO: Financial/Debt Mgt
1 Hour	CPWM: Government
DLGS Course #	RMC: Finance

Bid Protests	CMFO/CCFO: Financial/Debt Mgt
1 Hour	CPWM: Management
DLGS Course #	RMC: Finance

Communication Skills	CMFO/CCFO: Office Mgt
1 Hour	CPWM: Management
DLGS Course #	RMC: Professional Development

Comptroller's Office	CMFO/CCFO: Financial/Debt Mgt
1 Hour	CPWM: Government
DLGS Course #	RMC: Finance

Electronic Document Management	CMFO/CCFO: Office Mgt
1 Hour	CPWM: Management
DLGS Course #	RMC: Records

Green Purchasing	CMFO/CCFO: Financial/Debt Mgt
1 Hour	CPWM: Government
DLGS Course #	RMC: Finance

Legislative Update	CMFO/CCFO: 1 Hr Fin/Debt. Mgt & 1 Hr Off. Mgt
2 Hours	CPWM: Government
DLGS Course #	RMC: Finance

On-Line Auctions	CMFO/CCFO: Financial/Debt Mgt
1 Hour	CPWM: Management
DLGS Course #	RMC: Finance

QPA Update	CMFO/CCFO: Office Mgt
1 Hour	CPWM: Government
DLGS Course #	RMC: Professional Development

State Contracts Website	CMFO/CCFO: Information Technology
1 Hour	CPWM: Information Technology
DLGS Course #	RMC: Information Technology