
Forum 2012 Session Descriptions

Tuesday, October 30

- T01 **Running on Alternative Fuels – Fleet Update 2012**
Michael Bisogno, CAFM - Director, Office of Fleet Management Services, Department of General Services
- This session will discuss the Commonwealth’s Alternative Fuel initiative and the progress of the Alternative Fuel PPEA solicitation. Join us to learn more about this exciting new opportunity.
- T02 **What’s the “Buzz” about the VDC?**
Andrew W. Repak, CPA, CMA, CFM, VCO, VDC Director
- If you are looking for ways to save and came up with the Virginia Distribution Center - Bingo, you are a winner! Come play and win with us.
- T03 **Score with the P-Card**
Kristen Bolden – eCommerce Analyst, Department of Accounts
Monica Darden – Assistant Director, General Accounting eCommerce, Department of Accounts
Maureen Sudbay – Senior Card Account Manager, Bank of America
- This session will review the changes in the charge card industry over the last year, including ePayables, a Fraud update, a review of Intellink and Online Recon. We will also discuss the changes in the eCommerce unit that may affect Program Administrators.
- T04 **Foul or No Foul: When a Referee Is Needed for Your Contract**
Valerie S. Deloach, CPPO, CPPB, VCO- Contracts Compliance Officer, DGS/DPS
- Your goal is contract compliance without fouls being committed. But, sometimes, things do not go as planned and you need a referee to help sort things out. This is where contract compliance comes into play. This session focuses on the when, where, why and how to ensure that you reach your goal of contract compliance.
- T05 **The Playbook for Hiring A/E Professional Services**
W. Michael (Mike) Coppa, RA - Director, Bureau of Capital Outlay Management, Department of General Services
- This session is an overview of how to procure professional architectural and engineering services. Discussion will include: large, small, and term contracts; the RFP; scope of work; fee negotiations; and hourly rates for additional services.
- T06 **Put Me In Coach! Lateral Leadership, High Flying Procurement Teams, and You**
Richard Pennington, CPPO, J.D., C.P.M. – Managing Member, SCOPEVision, LLC
- The quarterback is the recognized football team leader but when he tosses a lateral pass to a teammate, that teammate becomes responsible for moving the ball forward. How do you get the job done when you are not necessarily the boss but are expected to lead the team? Where do you start when you assemble a new evaluation team? The

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answer is lateral leadership – exerting influence without authority. This session employs fun visual metaphors to illustrate the essential skills and behaviors that make you effective as lateral leaders on teams.

T07 **Score Big with Reverse Auctions**
Angel Rodriguez, VCO, eVA Quick Quote, eProcurement & VBO Manager, DGS/DPS

Experience the fast-paced excitement of a live Quick Quote Reverse Auction first-hand! You will be the 'Vendor' and compete against your fellow participants to win the business. Let's see who 'has the right stuff' and will score the BIG WIN for their team!

T08 **Disposal Goals**
Bradley W. Crawford, VCO – Director, Surplus Property, Department of General Services

This session will include a discussion on disposal processes focusing on the electronics recycling contract and how it works with VITA/NG. We will also discuss the process and requirements for agencies/localities in regard to the internet sales contract.

T09 **What Happens If...?**
Bill Davison, CPPO – Purchasing Director, Stearns County, Minnesota; Adjunct Professor, Florida Atlantic University

Coaches must constantly evaluate alternatives and understand the potential consequences of each choice they make during a game. Can the same concept be applied to contract administration? Is it possible to predict the likelihood and consequences of contract administration problems for various contract types to improve contract administration? Research conducted by – Davison and Sebastian: *Journal of Public Procurement, 2007; Journal of Management Research, 2010* – and recently updated with surveys with NGIP, The Institute for Public Procurement and Public Works and Government Services Canada suggests the answer is yes. This session examines the research that helped determine which types of contract administration problems (e.g., delays) are perceived as most likely for seven types of contracts (e.g., construction, contracted services) and the perceived severity of the consequences of the problems. Discussion focuses on the implications of the research results for procurement professionals and the limitations of the research.

T10 **Understanding WORKS, That's the Goal!**
Kristen Bolden – eCommerce Analyst, Department of Accounts
Monica Darden – Assistant Director, General Accounting eCommerce, Department of Accounts

Understanding WORKS, that is the goal. This session will be a fun and interactive exploration of the WORKS Charge Card System. Those who interact with the card on a daily basis and manage programs at their agency will gain valuable and useful tools to run their programs.

T11 **Happiness Matters: Fostering an Attitude for Success**
Rachel Brozenske, CHRP – Vice President, Allison Partners

It's a chicken-and-egg conundrum. Do happy people accomplish great things? Or does

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accomplishing great things make people happy? More and more, researchers believe that attitude comes first and has measurable impact on nearly all dimensions of work performance and goal achievement. Based on the latest findings from recent research in neuroscience, leadership and performance, this session will explore how personal happiness impacts work performance and some practices to help foster happiness in yourself and others.

- T12 **Meet the Players- A Panel Discussion with A/E Firms**
Ed Gully - Director, Division of Engineering and Buildings, Department of General Services

From the perspective of the A/E firms, learn what agencies can do to make projects more successful for both parties. This session offers a unique opportunity to hear from the A/E side about the aspects of selection, fee negotiations, plan review, and project management that contribute to a successful partnership and project outcome

- T13 **The Ultimate Participatory Game – Winning Organizational Support for Social Media**
Hal Good, CPPO – Director of Purchasing, Frederick County, Maryland; President of the National Procurement Institute

We all have experienced the incremental benefits of the internet and intranet for disseminating, gathering and exchanging information. Strategic use of social media has been shown to provide positive opportunities to build off the benefits of these existing technology resources already adopted and in play. Each governmental department/team has its own opinion of social media and how its use may affect them. This presentation will provide a “game in progress” insider look at the use of social networking by a government Procurement Director, who manages five Twitter Accounts, one with 8,000+ followers; a LinkedIn group with 800 plus members; GovLoop groups; Facebook; and YouTube.

- T14 **New VBO Playbook**
Shane Caudill, VCA - Deputy Director, eProcurement Bureau, DGS/DPS
Bob Sievert, VCA – Director, eProcurement Bureau, DGS/DPS

This isn't your mother's VBO...it's a whole new playbook that promises to be game changing for all you professionals in the procurement arena! Posting VBO ads is just basic stuff. Ever wonder about getting sealed bids and proposals on-line? Well, this is it and your purchasing life will never be the same.

- T15 **Show Me the Money**
Dan Hinderliter, VCO - Director, Contracts and Finance, Department of Human Resource Management

In the game of procurement, fiscal fitness can be a game changer. This session will highlight strategies for scouting your opponents and evaluating their abilities. We will look at the financial statements available from public companies and show the key items to review within those statements. Additionally, we'll discuss how to request the correct information and how to protect proprietary financial data.

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- T16 **Organizing Your Game Plan**
Nancy Davis, CPPO, CPPB, VCO, Contracts and Procurement Director, Department of Motor Vehicles
Betsy Bratton, CPPB, VCO, Lead Contract Specialist, Department of Motor Vehicles
- In this session you will learn techniques for organizing and standardizing hard-copy and electronic procurement files. Several options for electronic file organization will be discussed and demonstrated, including filing within eVA, on your local area network (LAN), and within a document imaging and management system. You will learn how to set-up your electronic file cabinet and hear about best practices for receiving electronic quotes, bids and proposals with the goal of conducting your procurement using a mostly-paperless process. Examples of file organization checklists for all methods of procurement for both hard-copy and electronic filing will be shown and will be available for download following the Forum.
- T17 **VITA Update**
Greg Scearce, Strategic Sourcing Specialist, Virginia Information Technologies Agency
- VITA continues to evolve its services and IT procurement practices to better serve its customers. Some of the highlights that will be covered in the session include:
- Revised “consumables” list - delegating more IT for direct purchase
 - Guidance on printers – what’s provided by the IT Partnership and what can be acquired from VITA contracts. How to make the best use of VITA contracts.
 - New “APR” rules and delegated authority
 - Highlighting new contracts and more
- T18 **Striking Out- A/E Errors and Omissions**
Steve Owens, Senior Assistant Attorney General and Chief of the Real Estate and Land Use Section, Office of the Attorney General
- Do you know what an A/E error or omission is and how your agency should handle them to keep a project on track? Learn the difference between an error and an omission, AG advice on notice and cost sharing strategies, insurance requirements, and the Spearin Doctrine. We will discuss examples of appropriate and inappropriate agency actions.
- T19 **Mitigating Fraud in a Card and Card Not Present Environment**
Donna Haffner-DiNicola – Senior Vice President, Fraud Prevention, Bank of America
- This interactive session is targeted to an end cardholder prospective. We will share industry fraud trends and best practices that cardholders can leverage to help reduce fraud activity, as well as safeguard their personal identify. Bank of America will share common tactics used by fraudsters today, including actual fraud cases, to create an awareness of proliferation of organized fraud rings across the US.
- T20 **eVA All Stars Speak**
Dave Foster, eVA Web Master, DGS/DPS
Tom Gilbert, VCA - eVA Catalog and ACP Manager, DGS/DPS
Gail Kemper, eVA eMail and Reports Manager, DGS/DPS
Angel Rodriguez, VCO, eVA Quick Quote, eProcurement & VBO Manager, DGS/DPS

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Here's your chance to get those game-changing tips right from the All Star players that know eVA best. Think of this as a press conference opportunity where you are the reporters with all the tricky questions and our eVA 'players' will have to come up with cool answers on those things you may not know about eVA. We'll start with the eMall, then round the bases with Quick Quote, VBO, Reports and the rest of eVA to give you teasers about some really powerful features of eVA that you may not be aware of. There's always more to learn, but this session will deliver some really great ideas to consider when you work with eVA.

- T21 **Achieving your Goal - Roadmap for the Procurement Rookie**
Nancy Davis, CPPO, CPPB, VCO, Contracts and Procurement Director, Department of Motor Vehicles

So, you're a "Rookie" in the Procurement profession. Where do you start? Where do you go for advice and assistance? How do you get ahead in a competitive 21st century workforce? If you want to "Go for the Goal" and advance in the procurement profession, this session will identify how to start, how to increase procurement Knowledge, Skills and Abilities (KSAs); where to find training; and what certifications you should obtain. Learn about jobs in public procurement and about techniques to advance in the field.

- T22 **Blocking Self-Sabotage – Tackling Your 'A' Game**
Alan H. Culpeper, CPPO, VCO – Director of Procurement, Culpeper County, Virginia

Have you ever found yourself in a first-and-goal situation strategizing for a touchdown only to fall short of the goal? If so, you may have experienced a common problem called self-sabotage – we all do it – whether we're just starting a procurement career, or already a seasoned professional. You may tell yourself it is bad luck, the economy or even global warming, but the conspirator whispering in your ear and keeping you from obtaining your goals could be you. You might be sabotaging your own success without even knowing it. This session identifies self-sabotaging obstacles that may be getting in the way of your success, and offers strategies to help you conquer limiting beliefs and feelings. So, get on the line of scrimmage because it's time to write a new chapter in your playbook by learning how to block self-sabotage and tackle your Procurement "A" Game.

- T23 **Hitting a Home Run to Save Money on Energy and Update Your Facilities**
Shirley McNutt, VCCO, VCO – Manager, Construction and Facilities Procurement, DGS/DEB

This session reveals how your agency or public body can use Energy Performance-Based Contracts (ESCO) to improve the efficiency of your facilities. These contracts normally require no upfront funding from the government entity and can result in other facility improvements. Learn how to define an appropriate scope of work and how to use the contract.

- T24 **Take It to the Hoop**
*Eugene Anderson, CPPO, CPPB, VCO – Director, Policy, Consulting and Review
DGS/DPS*
*Dennis Blackwell, CPPB, VCO – Procurement Management Account Executive,
DGS/DPS*
*Suzanne Swinson, CPPO, VCO - Procurement Management Account Executive,
DGS/DPS*

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Join a friendly game of hoops between the Baltimore Bidders and the Ohio Offerors to see who will be this year's APSPM Champion! Get ready for some procurement trickery and eye-popping plays and of course, slam-dunk, in-your-face competition! Half-time show includes an overview of PIM30 to help you pass, shoot, and score!

T25

Inside Look At the Vendor's Locker Room

Vicki Beasley, VCA - eVA Vendor Support Manager, DGS/DPS

Kim Madison, VCA - eVA Outreach Coordinator, DGS/DPS

Here's your chance to get a good look at the vendor side of eVA. We'll start with the new cool eVA Mobile app and work our way through account maintenance, on-line bidding and the public reports that really make a difference for our vendors. This promises to be a real 'workout' for everyone as you see what it's like to be a 'vendor' in eVA.