

# FORUM 2017: Creating Connections Together



## Public Procurement as a Profession; Why bother?

Dianne Lancaster, CPPO  
Chief Learning Officer, NASPO

# FORUM 2017: Creating Connections Together



## Learning Objectives

- ❖ Consider the attributes of a public procurement professional
- ❖ Explore the meaning of professionalism and the impact it has on our customers, our leaders, and our citizens
- ❖ Connect attendees to available resources

# Key Areas of Responsibility

- Procuring complex goods and services in accordance with federal, state laws and policies
- Manage agency relationships including suggesting alternative procurement methods, specifications, evaluations, and negotiation strategies.
- Educate procurement professionals, agency leaders, end users, vendors, and consultants on procurement
- Negotiate scope of work, prices, and terms and conditions
- Analyze market data, trends, and forecasts
- Maintain the integrity of the procurement process
- Leverage state spend and economies of scale to maximize state spending power
- Analyze procurement activities and recommend improvements
- Stay current with emerging industry and market trends



# Key Areas of Knowledge

## Knowledge of:

- Business practices
- Contract documents
- Solicitation methods
- Contract management
- Laws, policies, and procedures
- Contract law
- Infrastructure delivery methods (design-build, design-bid-build, P3's)
- Cost accounting
- Market research methodologies
- Negotiation strategies
- E-procurement,
- Data management
- Life Cycle Costing/Cost and Price Analysis



# Key Areas of Ability

## Ability to:

- Apply laws, rules, and procedures
- Perform high level analysis and mathematical calculation
- Research markets and provide analysis
- Develop highly complex specifications, solicitations, and contract documents
- Negotiate large scale contracts including terms and conditions, scope of work, and price
- Manage projects, ensure deadlines
- Read, interpret, explain and properly apply rules, regulations, policies, and laws as well as educate others
- Develop cooperative and collaborative relationships with leaders, agencies, end users, subject matter experts, vendors, and consultants



# Key “Soft” Skills

Communication

Interpersonal

Relationship management

Conflict Resolution

Creative Thinking

Problem Solving

Decision Making

Critical Thinking

Customer Service/Public Service



# Our Customers

- Executive Leaders (Governor, Legislature, Elected Officials)
- Agencies
  - Leadership
  - Procurement peers
  - End Users/Subject Matter Experts
- Vendors
- Taxpayers
- Media
- Others



# What Do Our Customers See?

- Competencies (Knowledge, skills, abilities)
- Certifications, Credentials, Education
- Reputation
- Customer Service Skills
- Ability to help them meet their objectives
- Ability to Have and Repeat Success
  - How fast?
  - How accurate?
  - How valuable?
  - Were the objectives met?
  - Did it save them money?
- Ability to solve problems not just say No!
- Mutual Respect





# Vision

Create a valued and professionalized public procurement workforce capable of meeting the challenges of ever-changing government needs



# Procurement U

Create a culture of excellence in continuous learning and education



Qualified and skilled procurement workforce

Elevate procurement to a recognized profession

Brand recognition and public awareness





# A Culture of Excellence

## University Partners

- Arizona State University
- Oregon State University
- Michigan State University
- Penn State University
- North Carolina State University
- State Universities of New York

## Community College Partners

- Chemeketa Community College
- Genesee Community College





# Attract and Retain a Skilled Workforce

It's All About the People!

- Training/Professional Development
- Resources Tailored to State Procurement
- Certification
- Internships
- Scholarships
- Marketing of the Public Procurement Profession



# Introduction to Service Contracts

The screenshot shows a web browser window with the address bar containing the URL: <https://naspoinc-procurementu.sabacloud.com/content/elearningngx/smXQA6QbJVJf48TeUhqVQ/1509416992/0088L2QwRVFPY2JPd2J0NIIESkN3SU1LYzc4TTlwTm0zczBFaEZMRXIVVXVQQ>. The browser's address bar also shows a search engine icon and a star icon. The page title is "Service Contract".

The page content includes a navigation menu on the left with the following items:

- Menu
- Glossary
- Resources
- Welcome
- Section 1
  - Introduction and Course
  - Layout
  - About This Course
  - Learning Objectives
  - Additional Information
  - Throughout the Course
- Section 2
- Section 2A
- Section 2B
- Section 3
- Section 4
- Course Summary

The main content area features a header image with a group of people and the "UT Procurement" logo. Below the header, the title "About This Course" is displayed. The text reads: "The purpose of this course is to provide procurement officials with an understanding of the use of service contracts within state procurement." The background of the main content area is a blurred office scene with a map of the United States and a stylized pen writing on a document.

The browser's taskbar at the bottom shows various application icons, including Internet Explorer, Firefox, Chrome, and Microsoft Office. The system tray in the bottom right corner displays the time as 2:31 PM and the date as 10/30/2017.



# Introduction to Service Contracts

The screenshot shows a web browser window with the URL <https://naspo-inc-procurementu.sabacloud.com/content/elearningngx/smXQA6QbJVJf48TeUhqVQ/1509416992/0088L2QwRVFPY2JpD2J0NIEskN3SU1LYzc4TTlwTm0zczBFaEZMRXIVVXVQ>. The browser's address bar shows the URL, and the page title is "Service Contract".

The page content includes a navigation menu on the left with the following items:

- Menu
- Glossary
- Resources
- Welcome
- Section 1
- Section 2
- Section 2 Overview of Service Contracts
- Definition of Professional Services
- Examples of Common Service Contracts (highlighted)
- Role and Importance of Service Contracts Within State Procurement
- Role and Importance of Service Contracts Within State Procurement (Cont.)
- Role and Importance of Service Contracts Within State Procurement (Cont.)
- Fundamentals of Alternative Delivery of Governmental Services
- Section 2A
- Section 2B
- Section 3
- Section 4
- Course Summary

The main content area is titled "Service Contract" and features a header image with the text "Examples of Common Service Contracts". Below this, there are ten categories of service contracts, each represented by an icon and a blue arrow pointing right:

- Engineering (gear icon)
- Insurance (umbrella icon)
- Architectural (hard hat icon)
- Consulting (globe icon)
- IT (laptop icon)
- Financial Management/Auditing (dollar sign icon)
- Legal (scales icon)
- Labor (briefcase icon)
- Healthcare/Medical (heart icon)
- Training (classroom icon)

The browser's taskbar at the bottom shows various application icons, including Internet Explorer, Google Chrome, and Microsoft Office. The system tray in the bottom right corner displays the time as 2:32 PM and the date as 10/30/2017.



# Introduction to Service Contracts

The screenshot shows a web browser window with the URL <https://naspo-inc-procurementu.sabacloud.com/content/elearningngx/smXQA6QbJVJf4BTeUhqVQ/1509416992/0088L2QwRVFPY2JPd2J0NIIESkN3SU1LYzc4TTlwTm0zczBFaEZMRXIVVXVQQ>. The browser's address bar shows the URL, and the page title is "Service Contract". The page content includes a navigation menu on the left, a header image with the "UT Procurement" logo, and a main content area with a slide titled "Differences in Writing Specifications and Statements of Work".

**Service Contract**

**Differences in Writing Specifications and Statements of Work**

**Commodity Specifications**

**Service Specifications**

When you think about writing a specification to buy a laptop you can determine the dimensions, the memory, the processing speed, etc. Doing so will result in a clear, descriptive understanding of exactly what is needed.

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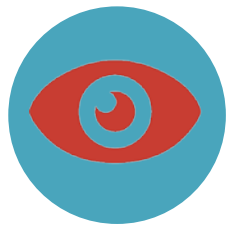
# Elevate the Public Procurement Profession

Rising tides-raise all boats!

- Develop and support strategic relationships and partnerships
- Develop industry intelligence and benchmarking for classification, compensation, and core competencies
- Support and leverage academic research
- Host annual Academic Forum







# Increase Awareness

Support a marketing strategy which raises brand awareness and which increases awareness of the public procurement profession, practitioners, and value



# Other Resources

- White Papers
- Best Practices Guides
- State and Local Government Procurement: A Practical Guide
- Webinars
- Joint Work Products
- Procurement U
- NASPO Staff
- Blog/Podcast Channel-Coming Soon!



# Additional Resources:

- Procurement U
  - <http://www.naspo.org/Procurement-University/Course-Catalog>
- NASPO Published Resources:
  - <http://www.naspo.org/Publications/PID/8806/CategoryID/208/CategoryName/Guides-and-Toolkits>
  - <http://www.naspo.org/Research-Publications/Publications/Order-Practical-Guide>
- NPPCC Job Description Report:
  - <https://ncppc.files.wordpress.com/2017/08/ncppcjobdescriptionreport.pdf>
- UPPCC
  - <http://www.uppcc.org/>
- US Bureau of Labor Statistics
  - <https://www.bls.gov/>





Questions?

Dianne Lancaster  
[procurementu@naspo.org](mailto:procurementu@naspo.org)

