

2020 Outstanding Chapter Professional Development

The Arizona State Capitol Chapter of NIGP (AZNIGP) is dedicated to the professional development of our membership and one of our main goals is to provide educational opportunities to our members. It is our mission to provide opportunities to network with other procurement professionals from around the state of Arizona, and the country and promote excellence, enhancing effectiveness and increasing public trust. We take pride in providing opportunities to help members excel in their jobs more effectively and efficiently and raise the level of professionalism and education among our members.

Professional Development

Each year we survey our members to ask them what classes and seminars they would like to see in the upcoming year and what is most important to them as a member. Networking and Professional Education are their top priorities. The Executive Board and Committee Chairs work together to develop an educational curriculum for each calendar year and we take great pride in offering an assortment of valuable and meaningful educational opportunities. However, where, when, and how educational opportunities were scheduled took a different turn in 2020. The year was just getting started when the COVID pandemic hit and we were sent home to virtual reality. The AZNIGP Executive Board and Education and Professional Development Committee had to pivot and rethink how we were going to provide educational opportunities. Thankfully we were still able to offer all events that we had planned for 2020 they just had to be modified to a virtual environment but we were able to pull it off. See page 2 for a list of events provided to our members in 2020.

Scholarships & Awards Program

The Scholarship Committee in 2020 awarded \$15,000 in scholarship money to a total of 75 different members and recognized several members with chapter awards. The chapter had originally budgeted \$66,000 for scholarships and forum attendance but with all events going virtual and fees reduced we were able to save that money. Below is a summary of the awards and scholarships provided.

- Manager of the Year—Kristy Garcia, NIGP-CPP, CPPO, CPPB
- Volunteer of the Year—Maria Cerda, NIGP-CPP, CPPB
- RJD Mentoring Award Recipient—Bill Munch, NIGP-CPP, CPPO, CPPB
- Regular Scholarships—6, Forum Scholarships—69.



Programs highlighted in application:

- [End of Year Survey](#)
- [Scholarship Program](#)
- [Mentoring Program](#)
- [NIGP Seminars](#)
- [Regional Conference](#)
- [Webinars](#)
- [Business Meetings](#)
- [Career Seminars](#)
- [Exam Study Sessions](#)



NIGP The Institute for
Public Procurement

2020 Professional Development Opportunities	Start Date	Attended
Chapter Luncheon Business Meeting	January 14, 2020	48
NIGP Seminar: Ethics, Integrity, Transparency, Legislation & Legal Environment – 1 day	February 27, 2020	23
CPPB/CPPO Review Study Sessions – Spring 5 Weeks	March 29, 2020	25
NIGP Webinar: Best Practices for Information Technology (IT) Procurement	April 7, 2020	55
NIGP Seminar: Contracting for Public Services – 2 day	April 13, 2020	9
Career Seminar I	May 21, 2020	80
NIGP Seminar: Developing & Managing Requests for Proposals	June 1, 2020	11
NIGP Webinar: 5 Mistakes You Might Be Making In Your RFP Evaluations	June 9, 2020	50
NIGP Seminar: Alternative Dispute Resolution – 2 day	July 27, 2020	0
Career Seminar II	August 11, 2020	122
NIGP National Forum	August 22, 2020	75
CPPB/CPPO Review Study Sessions – Fall 5 Weeks	September 21, 2020	23
NIGP Seminar: Foundations of Policy and Strategy – 3 day	October 5, 2020	10
Regional Conference	October 22, 2020	143
NIGP Seminar: Enabling Regulation and Compliance & Mission and Public Benefit – 1 day	November 2, 2020	7
NIGP Webinar: Improving the Bid: Understanding Qualifications, Responsiveness, and Responsibility	November 10, 2020	125
Chapter Luncheon Business Meeting	December 8, 2020	38

One of the best programs the Arizona State Capitol Chapter has to offer our members is our Scholarship Program.

Scholarship Program Cont.

AZNIGP is dedicated to providing scholarships to active and participating members for their continuing education and professional development efforts.

Our scholarship program includes awards for seminar registrations, tuition reimbursement, certification, miscellaneous educational materials, travel, and per diem.

The three different types of Scholarships our Chapter offers are:

- [Regular Scholarship](#) (professional development, etc.)
- [Forum Scholarship](#) (NIGP National Forum)
- [Manager of the Year](#)
- [Buyer of the Year](#)

Mentoring Program

AZNIGP has a formal Mentoring program. Our website features a section just for mentoring and all the documents used to recruit mentors and mentees. This information is also provided to new members in their new member welcome packet. The “new member welcome letter” highlights the Mentoring program to encourage new members to get involved and seek help with learning about the Chapter, NIGP, and the Public Procurement profession. This program not only helps mentees with career development and advancement but also provides a valuable resource to our membership in general.

- [New Member Welcome Letter](#)
- [Mentoring Program Guide](#)
- [Mentoring Program Letter](#)
- [Mentorship Application](#)
- [Subject Matter Expert List](#)



TIME	SESSION NAME, SESSION DESCRIPTION, SESSION SPEAKER
8:30 – 8:50 AM	“Welcome to the Nightmare Before Procurement” Heather Hodgman, AzNIGP President
9:00 – 9:50 AM	“Part 1: Construction: Why is this in the contract?” Jason Harris, MBA, PE, PMP, CPPO Address important elements of a construction contract not found in non-construction contracts
10:00 – 10:50 AM	“Part 2: Plan for success before, during and after construction.” Jason Harris, MBA, PE, PMP, CPPO Address the importance of including all stakeholders from project conception to completion
11:00 – 11:50 AM	“The FM Compass to Leadership” Dr. Jacob Kashiwagi The traditional approach of management takes up way too much resources (time and costs) and increases decision making. Can traditional management be a change driver or an influencer despite the natural laws of resistance to change? Productivity is not increased by changing worker capability, but by creating an environment with resources (processes, materials, technology, etc.) that maximize the effectiveness of each component. As manager can we really force people to do something they are not capable of doing? Do we really understand each employee's capability? How do we ensure the employee succeeds? Isn't exhausting telling our vendors what to do? This session will take a humorous approach using the family setting to relate to any role in business. Learn how a leadership approach developed a system that utilizes expertise, knows the constraints of the staff, and doesn't get caught up in the details. Explore how and why this model works. Basic tools and concepts will be shared on how to turn your organization into a winning team! Learning Objectives: § Identify what it takes to transition from a management role to a leadership role. § How to maximize the value of everyone (know who they are and their capability) § Explore why demanding expectations and requirements doesn't work among personnel. § Difference between alignment (leadership) vs. influence (management).
1:00 – 1:50 PM	“Utilizing Expertise to Define Scope” Dr. Jacob Kashiwagi How can we ensure written specifications aren't missing key components in the RFP? How can we ensure that we are not being cheated by vendors? How can we ensure that the vendors will perform after being awarded a project? This session will introduce a state of the art procurement model, The Best Value Approach (BVA), that has been tested and refined over 25 years to fix the problems that procurement professionals have continually struggled with for years. The process has proven to cut costs by 15-30%, decrease procurement time by 50%, and improve productivity by 10x in organizations. Learn how to procure more services, in less time, with fewer resources, yet increases vendor accountability, creates transparency, and results in higher customer satisfaction. Stop using the same traditional methods to get poor results and come into the new age of procurement. Learn to transform your risky contracts into successful outcomes. Top Highlights: Learn to minimize costs up to 30%. Reduce procurement time by 50%. Think supply chain instead of a “silo” based structure. Create a sustainable system that utilizes expertise. Ensure Accountability with Vendors
2:00 – 2:50 PM	“Indemnity and Insurance” Leslie Marell
3:00 – 3:30 PM	“Elections Results and Closing” Heather Hodgman, AzNIGP President

Regional Conference & Vendor Expo

The Arizona State Capitol Chapter of NIGP's Regional Conference & Vendor Expo is *THE* premier event in Arizona for vendors of government procurement contracts. The conference is open to all customers/employees and using department representatives of these purchasing agencies and their attendance is free to attend just the vendor expo.

Members pay just \$40 per person to attend the all-day conference which includes 12 different break out classes, professional speakers, breakfast, lunch, afternoon snack, a closing/grand prize raffle and sometimes an after event social hour.

We have tremendous support from our vendor community with always selling all our vendor booths (100+) and obtaining \$25,000 in sponsorship money alone.

Members and Vendors find the day very beneficial and look forward to the experience every year.

However, in 2020 because of the COVID pandemic we were unable to hold an in person event so we converted our Regional Conference to a virtual opportunity but had to eliminate the vendor expo. We still had great attendance of 143 members and was able to host an event that was educational to our members and at no cost.

Programs & Webinars

Attached is a copy of AZNIGP's Calendar of Events which shows all our events for the year 2020. This list is posted on our website and also provided to new members.



Select Icon to see Calendar



Congratulations to AZ NIGP new CPPB/CPPO certification awardees



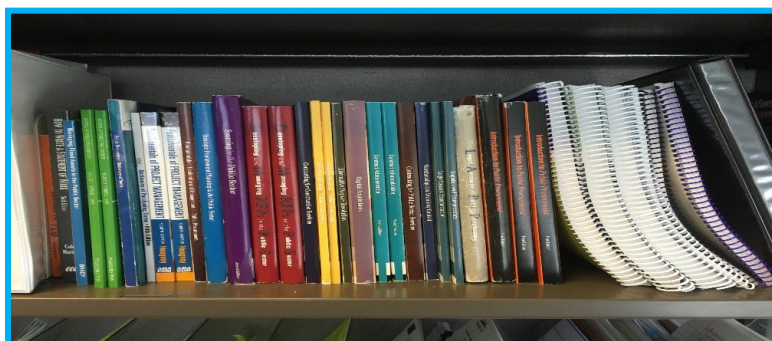
Certification Support

AZNIGP held two CPPB/CPPO Review Study Courses to correspond to UPPCC testing. We held classes in the Spring (Mar/Apr) and Fall (Sept/Oct) of 2020 at No Cost! New this year we added a review study session for the NIGP-CPP certification.

Volunteer members who already hold their certifications graciously volunteer their time to host these study groups and help other members review and study the testing materials. We customized a [PowerPoint presentation](#) to match the prep guides and send "Questions of the Day" to attending members.

Through the AZNIGP Resource library, the chapter invests in the most current books and training materials offered by National and allows our members to "check-out" books and study guides to help them prepare for their exam and/or doing research or seeking to enhance their knowledge of the procurement profession.

Once members become certified and receive either their CPPB, CPPO, or NIGP-CPP designation we recognize them at a meeting. We provide them with a frame for their certificate and they are also recognized in one of our bi-monthly newsletters.



Resource Library