Greetings Chapter Members:
Happy December! Our first completely virtual Reverse Tradeshow was a success. Thank you to the over 20 agencies who participated! The vendors gave you rave reviews and showed their appreciation for this great networking opportunity. Don’t forget: 12/10/2021 State of the Chapter Meeting and holiday celebration! During the membership meeting we have the State of the Chapter and a short community service presentation. Remember to defer your existing scholarship utilizing the online survey by the December 15, 2021 deadline. A new scholarship application is available to cover points accrued in 2020 and 2021. Be sure to submit your app by the January 31, 2022 deadline. Thank you for your support of this Chapter. Let’s continue to work together towards promoting and supporting the professional development of this diverse Chapter!! Looking forward to seeing you at our next Chapter meeting.

Damaris Nazario, CPPB
CFC NIGP President

Special thanks to our RTS sponsors:
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Happy Holidays Chapter Members,

Our 1st VIRTUAL Reverse Trade Show held on November 10th, 2021 was a success! Approximately 300 individuals representing 240 firms engaged with 63 Chapter members from 23 entities. Thank you to all that attended and special recognition to our Reverse Trade Show Sponsors! Sponsor advertisements are a new addition in this newsletter.

December 10th, 2021, 12:00 PM is our next Virtual Chapter meeting with the State of the Chapter and Orlando Fisher House, a military and veteran family home. On January 28, 2022, 12:00 PM, we will have your new officer inductions, ARPA Funding presentation by Jo-Anne Drury, CPA, CGFO City of Groveland Finance Director, and Amazon Smile. Registrants are emailed remote login details. Note: To get credit, you must log in as yourself or contact treasurer@cfcnigp.org if you log in as a group. See you online! Register for the meetings at www.cfcnigp.org.

The Scholarship Special Application 2020 & 2021 (2 years) with documentation is due January 31st.

Have a safe holiday season! It has been an honor to serve as your Vice President for the last 4 years and I look forward to working with Chris Coghill, our new Vice President.

Tabatha Freedman, MBA, NIGP-CPP, CPPO, CPPB
CFC NIGP Vice President

Treasurer's Message

Hello all,

I wish you all happy holidays and pray that these holidays bring a lot of joy and happiness to your lives. We are excited to share that we had a great and successful ‘Virtual Reverse Trade Show’ by our Chapter!! As this year and my term as a treasurer ends, I want to thank you for your support. It was a pleasure serving you all, and I hope to stay connected with you all for our future meetings and learning experiences. I am looking forward to seeing you all during the December Chapter meeting.

Wishing you all happy holidays!

Ramandeep Mann, MBA
CFC NIGP Treasurer

Secretary’s Message

Happy Holidays, CFC Members!

I am excited to share this newsletter with you. Our Chapter hosted a successful virtual Reverse Trade Show with 240 firms and 23 entities in attendance! I look forward to seeing many of you at our virtual Chapter Meeting on December 10, 2021, for the State of the Chapter and community services presentation to the Orlando Fisher House! Please check out our Diamond and Gold RTS Sponsor advertisements, chapter and member recognitions, and all of the educational opportunities detailed within.

Looking forward to the holiday season and another term as Secretary. Thank you for trusting me to serve our Chapter!

Katrina Ponzini
CFC NIGP Secretary
2021 Chapter Meeting Dates

Friday, December 10, 2021
Join us virtually for our December 10, 2021 – Virtual Chapter Membership Meeting and holiday celebration! During the Chapter Membership Meeting we have the State of the Chapter and a short community service presentation by Fisher House Foundation. (tentative)
Our Chapter Membership Meeting is Before the Presentation.

2022 Chapter Meeting and Workshop Dates

Friday, January 28, 2022.
ARPA Funding by Jo-Anne Drury, CPA, CGFO, City of Groveland Finance Director and Amazon Smile (tentative)
Our Chapter Membership Meeting is Before the Presentation.

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<td>December 9, 2022 ~ Chapter Meeting</td>
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VIRTUAL Chapter Check-Ins may be scheduled in addition to the above meetings and workshops.

Meetings may be *Virtual* and/or *in-person*.

*In-person locations will be listed on our website.*

NOTE: In-person meetings may be subject to capacity limits.

Thank you,

Tabatha Freedman

Tabatha Freedman, MBA, NIGP-CPP, CPPO, CPPB
CFC NIGP Vice President
President –Elect
C: 386-822-5702 E: Vicepresident@cfcnigp.org
Welcome to the Central Florida Chapter of NIGP's 22nd REVERSE Trade Show

Upgrade your connections with purchasing professionals who spend in excess of one billion dollars annually on goods and services ranging from office supplies to building construction. This unique opportunity is brought to you by the Central Florida Chapter of the National Institute of Governmental Purchasing. Meet, greet, and connect with governmental purchasing professionals from the various east coast and central Florida governmental agencies: counties, cities, school boards, airports, special districts, and more.

9:00 AM

Exhibit Hall Open

9:00 AM - 11:00 AM Stream has ended

9:30 AM

Educational Session

How to do Business with Government Agencies
9:30 AM - 10:30 AM Stream has ended
Speakers: Tabatha Freedman

1:00 PM

Exhibit Hall Open

1:00 PM - 3:00 PM Stream has ended

1:30 PM

Educational Session

How to do Business with Government Agencies
1:30 PM - 2:30 PM Stream has ended
Speakers: Tabatha Freedman
Thank you!

Your participation made our 2021 Reverse Trade Show a success!

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- ProServices Supply
- Scientific Air Management
- TSG Enterprises d/b/a RadiusPoint
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REVERSE TRADE SHOW – VENDOR REMARKS

You all and the exhibitors did a terrific job in pulling this off. I look forward to the possibility of an inperson show as it is always nice to meet people. Thanks soooo much! My compliments to you and your team.

Larry Smith

Hi Tabatha,

Thank you for organizing the reverse tradeshow yesterday. I had a really great time and enjoyed the various conversations and connections I was able to make. I will definitely be taking you up on your offer and reaching out in a few weeks with some questions. Hopefully, you can point me in the right direction 😊

All the best,
Greg

GREG FARBER
Account Executive

Hey Damaris,

Thank you so much for this amazing trade show today.

Kimberly N. Jones – Data Management Analyst
ProServices Supply
Ph: (877) 776-8228 x.716 | eFax: (877) 776-8228
Kimberly_n_jones@proservicessupply.com

—

Viraj Wikramanayake

Hi Damaris.

Excellent job in organizing this event!

We are a uniform and safety footwear dealer and service many agencies throughout Florida. If you are interested in our services, please let me know. We have stores in Miami, Fort Lauderdale, West Palm Beach, and Orlando. Thank you and have a great day!

https://www.gtim.com/

Jodi Hinkle

Thank you for posting/sharing! This is a wonderful event! My first time using this app.

Delinda Owens

This was my first virtual Reverse Trade Show and it was a great success. I hope everyone made some meaningful connections during the event. I definitely look forward to continuing to grow this amazing community!

Created topic: Excellent Conference

Today 10:55 AM

Cindy Simmons

Agreed – I only wish I had started networking earlier in the week when we could

Damaris –
You and your team did an amazing job!
The only thing that I regret is not taking the time that we had PRIOR to the Trade Show to do some networking and reaching out.
I found the event to be an excellent opportunity to meet people and reach out.
I found the Exhibit Hall experience to be helpful (between you and Tim) and Tabatha Freedman’s session was very enlightening and well put together!
I would probably not have been able to attend in person so I was grateful for this opportunity.
WELL DONE!

Steve Walsh

Hi Damaris!

Great work putting all this together. I bet you have some R&R set up for later this week. This is my first virtual REVERSE Trade Show. It is a different experience, but it appears it will be a terrific option regarding this type of activity, especially in this post-COVID world. Hope you are enjoying it as much as I am.

We definitely appreciate the ability to network here at the NIGP and to have the opportunity to learn more about other companies and their services and products as well as to talk with those that have some interest in providing their workforce access to a platform that allows them to engage and develop a well-being program as ideally suited for each member as it is in becoming an effective element of their company’s culture and well-being vision.

Warm regards,
Cindy Simmons
Contract Specialist
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Kyndryl. The Heart of Progress™
Thank you!

Your participation made our 2021 Reverse Trade Show a success!

Tabatha,

Thank you for your presentation today at the reverse show. Can you please advise what is the best practice in accessing to the active public bids from central Florida, avoiding going to all procurement websites city by city or county by county?

Thank you

Best regards

Keyvan Sangelaji
IBT Group, LLC.
1200 Brickell Ave. | Suite 1700 | Miami, Florida 33131
Phone: +1 (305) 358-5055 | Fax: +1 (305) 358-5056 | Email: keyvan.sangelaji@ibtgroup.com
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Vendor Outreach
by Tabatha Freedman, MBA, NIGP-CPP, CPPO, CPPB County of Volusia

The County of Volusia, Purchasing and Contracts Division, participated in a vendor outreach program. On November 10, 2021, the Central Florida Chapter of the National Institute of Government Purchasing (NIGP) held a virtual Reverse Trade Show. The County has participated in this event in the past. This was the first time the event was virtual. Approximately 300 individuals representing 240 firms attended the event!

Procurement team members Jennifer Ditslear, Tabatha Freedman, Andrew Kokitus, Lacey Lassiter, and Meghan Chestnut represented the County of Volusia. Using video chat and text to chat, our team explained County’s procurement processes, provided contacts in purchasing and using divisions, discussed contracts and solicitations, and assisted with vendor registration in our eProcurement system. We engaged vendors with icebreaker questions and answers. We also provided a bit of fun using our high school photos inspired by DeLand, FL’s homecoming week. Additionally, our team member Tabatha Freedman also presented “How to do Business with Government Agencies” to over 130 attendees during the course of the day. We look forward to another successful event next year!
Poli Construction was incorporated in 2009 by Pawel and Vida Szatkowski. With over 15 years of experience delivering high-quality building solutions and many notable clients in between, the husband and wife team has grown into one of the leading commercial construction companies in the Central Florida region. However, despite Poli Construction’s capabilities and resources to undertake large projects, we still maintain the mindset and values of a small builder.

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CHAPTER RECOGNITION

SUPPORTING OUR MEMBERS IN THE WORK THEY DO

NIGP Scholarship Program

Pathways for Chapters

We’re pleased to announce that 30 Chapters have been awarded professional development scholarships for our Pathways virtual offerings. Each chapter has been awarded an NIGP ½ day virtual course for 8 of its chapter members.

We are so grateful to Sourcewell for their generous contribution that enables us to continue delivering on our mission of developing, supporting and promoting the public procurement profession.

CONGRATULATIONS
CENTRAL FLORIDA CHAPTER!!!!

NIGP Scholarship Program

Every single day, with every effort we make at NIGP our focus is on our mission to develop, support, promote our members and the work that you do. The COVID-19 pandemic has shone a brighter light on that work, and how important it is for the smooth functioning of all the communities and entities you serve. Whether that’s a small township or a major metro area, a school system or a hospital network and the many other entities that provide all the vital services to keep us all healthy, safe and able to cope with the vast challenges we are facing.

Sourcewell has been a great partner and continuing supporter of NIGP’s mission and a champion of the work that we do on behalf of our members and the profession at large.

We are immensely grateful for their generous financial support of $200,000. This fund will ensure our organization continues to provide the learning and development opportunities that enable our members to be more effective in the work that you do.

How it Works

Sourcewell will send the funds directly to NIGP. These funds will be used at the sole discretion of NIGP and will focus on maximizing learning and development opportunities among public procurement professionals. Thanks to the generous support of Sourcewell
MEMBER RECOGNITIONS

NIGP-CERTIFIED PUBLIC PROCUREMENT PROFESSIONALS

NIGP-CPP Recipients

NIGP PRESS RELEASE

THE SUNSHINE STATE CONTINUES TO BE RANKED #1 FOR THE TOTAL NUMBER OF PROCUREMENT LEADERS EARNING THEIR NIGP-CPP DESIGNATION

October 2021

- Jason Bezak NIGP-CPP, CPPB
  City of Port St. Lucie
- Jennifer A Ditslear NIGP-CPP, CPPB
  County of Volusia
- Fabio A Henao NIGP-CPP
  Orange County - FL
- Markly Jean-Charles NIGP-CPP
  Seminole County
- Cindy Luttfring NIGP-CPP
  Orlando Utilities Commission
- Gladys Marrozos NIGP-CPP, CPPB
  Seminole County
- Kim T. Meeks NIGP-CPP, CPPB
  Florida Virtual School
- Shannon Nolan NIGP-CPP
  Flagler County Board of County Commissioners
- Tammy L. Roberts NIGP-CPP, CPPB
  Seminole County
- Kirk A. Zimmerman NIGP-CPP, CPPB
  City of Daytona Beach

These influential leaders add to the growing list of 135 Floridians who have earned their NIGP-CPP since the first certification announcement in August 2020. Rick Grimm, NIGP’s Chief Executive who began his public procurement career at Miami-Dade County, stated: “I am extremely proud of the number of Floridians in my home state who have stepped forward and recognized that the NIGP-CPP is the certification to attain for current and aspiring leaders in our profession.”

Florida leads all other States and Provinces with the highest concentration of certificants in North America. To date, there are 717 NIGP-CPP leaders across North America, representing 39 U.S. states and 5 Canadian provinces.
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Leesburg Partnership recognizes outstanding community members at annual awards dinner

Cindy Peterson Special to the Daily Commercial Published 2:29 p.m. ET Sept. 30, 2021 | Updated 2:51 p.m. ET Sept. 30, 2021

LEESBURG — The Leesburg Partnership presented their 2020-2021 awards on Wednesday evening.

At the partnership’s annual dinner, the nonprofit honored outstanding community members for their contributions over the past year.

"Our awards are for our downtown merchants, local community members, business members and it's just a way of giving them appreciation for all they have done," Leesburg Partnership Executive Director Joanie Smalley said. "We'd like to thank the residents for their continued support of the Partnership and look forward to a new, exciting year."

From 2019: The Leesburg Partnership is celebrating 25 years
On Tap this weekend: Maze craze and other fall festivals hit Lake County

Here’s a look at this year's award recipients . . . .

Outstanding Government Employee of the Year: Mike Thornton, the City of Leesburg's Purchasing Manager

"Even organization has this behind-the-scenes staff, the employee that ensures that everyone does their job efficiently and effectively, but rarely is recognized for their importance and contributions," Partnership vice-president Bert Boliek said. "Mike shines the most the darkest of times in our community, like the aftermath of Hurricane Irma and during the COVID pandemic. It’s not often that the purchasing guy gets recognized but Mike’s efforts are key for our city to stay on track.”

Congratulations Mike Thornton!
PROGRAMMING COMMITTEE MESSAGE

Hello Chapter Members,

On Friday, September 24, 2021, eighty-four (84) Chapter Members joined us virtually for our FREE "Fall Workshop - Spectacular Specifications". Spectacular Specifications: the Art of Getting What We Want? provided by Speaker David Nash. This four (4) hour course covered the basics of specifications focusing on the goal to craft a solicitation document that the vendors can understand and to which they can respond. This session explored a myriad of things that can be done to craft a proper solicitation every time and increase the odds of getting the right items and services.

Thank you,

Tabatha Freedman

Tabatha Freedman, MBA, NIGP-CPP, CPPO, CPPB
CFC NIGP Vice President
C: 386-822-5702 E: Vicepresident@cfcnigp.org
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phone: (512) 523-4834
The Florida Legislature meets in session every year for sixty consecutive days. The 2022 Legislative Schedule is as follows.

- January 7, 2022 5:00 p.m., deadline for approving final drafts of general bills and joint resolutions, including companion bills;

- January 11, 2022 Regular Session convenes (Article III, section 3(b), State Constitution) 12:00 noon, deadline for filing bills for introduction (Rule 3.7(1));

- February 26, 2022 Motion to reconsider made and considered the same day (Rule 6.4(4)). All bills are immediately certified (Rule 6.8);

- March 1, 2022 50th day – last day for regularly scheduled committee meetings (Rule 2.9(2));

- March 11, 2022 60th day – last day of Regular Session (Article III, section 3(d), State Constitution).

The Legislative Task Force will start reviewing bills in January. I wanted to add that the Palm Bay City Council has supported a legislative priority requested by Procurement for changes to CCNA, including the ability to consider cost in the evaluation or surveying and landscape architecture services. The Legislative Task Force will be keeping a close eye out for any bills that emerge on that topic as well.

Stay tuned for more future updates!
ONBOARDING TO THE PUBLIC PROCUREMENT INDUSTRY

Public Procurement Associate Designation

Hit the ground running and show everyone how invested you are in your career with the NIGP Public Procurement Associate Designation. You build the foundational competencies and get actionable learning to make more effective decisions in your day to day. It’s a great way for newly entering professionals to map out your professional development in a structured way but with the options and flexibility to suit any schedule.

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LATEST TRENDS AND INFORMATION IMPACTING THE PROFESSION

Webinars

Our webinars keep members and procurement professionals updated on important topics and the latest trends and information impacting the profession. Topics range from policy and regulation changes to deep dives on a new trend in procurement to sharing best practices, or managing a crisis.

**DEC 7**
Webinar - NIGP Certified Procurement Professional: A Proven Pathway That Invests in Your Long-Term Career Growth

**DEC 8**
Webinar - Stakeholder Relationships and Setting Expectations

**JAN 11**
Webinar - Reverse Auctions: A Powerful Negotiation Tool for Your Toolbox

**JAN 19**
Webinar - Procuring, Selecting, and Implementing ERP and Procurement Software Systems

**Every year, thousands of procurement professionals take part in NIGP webinars.**

NIGP also offers webinars for chapter officers. These webinars are designed to help chapter officers lead their chapters effectively with topics such as leadership development, marketing, event planning, navigating tax and legal issues, and more.

NIGP is proud to offer webinar sessions in partnership with ASPA and the Public Spend Forum. They are free for members to attend and last 90 minutes (60-70 minutes of presentation with time for Q&A). Attendees receive one (1) contact hour per completed webinar that they attend.

**Webinars are...**

$0  $190  90  1

Complimentary to MEMBERS  Non-Members (includes a one-year complimentary NIGP membership for eligible individuals)  Minutes (60-70 minutes of presentation with time for Q&A)  Attendees receive one (1) contact hour per completed webinar they attend.
GAIN CONTACT HOURS BY VIEWING PAST RECORDINGS

Webinar Recordings

Webinars & Webinar Recordings are FREE to Members

NIGP hosts over 30 webinars a year on key topics, best practices and issues of relevance to the public procurement professional. AND...these webinars are FREE to members. Because we understand that your time is in short-supply, we also offer members access to these webinar recordings to review on your own time.

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NIGP BLOG

Welcome to the NIGP Blog

Love, Sweat & No Tears.

What do you love most about procurement? What keeps you up at night? Why is procurement the best career choice you can make?

Because your colleagues want to know.

Past topics have included:

• Reducing “Noise” in Evaluations
• Sustainable Procurement: A Big Picture Perspective
• Reimagining & Building a Public Procurement Contract Sharing Community
• The Data Classification Journey
• Reflections of Resiliency: Celebrating Procurement Month & Women’s History Month
• Using the NIGP Code for Reaching Diversity Goals
• How COVID-19 Elevated Procurement’s Profile in the Public Sector
• Purchasing Execs Share Their Experiences extending ERP with an e-Procurement Marketplace
• Risk-Based Procurement in the Age of COVID-19
• Infrastructure Matters: Building for Tomorrow
• Procurement Transformation: Transporting Your Entity from Point A to Point B
• Emergency Procurement in Multi-Event Scenarios

Check it out at https://www.nigp.org/events/nigp-blog.

NIGP RADIO

Send Us Your Comments & Questions
radio@nigp.org

We are incredibly excited to introduce RADIO NIGP. A talented team of procurement colleagues created our first-ever radio program. Radio NIGP gives a new vibe and a new twist to the world of procurement. Get ready to listen, learn and be entertained!

What’s Ahead

Radio NIGP will be produced monthly with segments that include "Legally Speaking", "Word of the Day", "Tech Tip" as well as guest commentaries, interviews and compelling news that will keep you connected and engaged with NIGP and the procurement community. Look for more enhancements as we grow this innovative radio program.

Check it out at https://www.nigp.org/events/radio-nigp.
GREATER ORLANDO AIRPORT AUTHORITY EVENT

GOAA's Small Business Development Department is hosting an
Airport Rental Car Supplier Matchmaker Event

WHEN:
December 7, 2021,
9 a.m. to 12 p.m.

WHO:
Small businesses interested in contracting opportunities with the airport’s Rental Car companies

WHERE: (in person)
Orlando International Airport, Intermodal Terminal Facility (ITF),
5th Floor

RSVP / Questions:
SBD-Events@goaa.org or contact
Teresa Smith at 407-825-2470

Purchasing representatives from the following Rental Car brands will be at the event to share details on their purchasing opportunities and vendor registration process.

PARKING – B-Side Garage
Attendees should park in B-side garage, pull a ticket and bring it to the event for free parking validation. Proceed to the main terminal, B-Side Level 3 (ticketing). Attendees will need to take the APM (tram) down to the ITF (follow signs for the tram to “Garage C” near security checkpoints for gates 70-129).
CARRYALL

BETTER FUEL EFFICIENCY, MORE HORSEPOWER

These workhorse vehicles, available in diesel, gas, and electric, provide a smoother ride for your guests, are more durable for your workforce, and take it easy on your bottom line.

Our electronic fuel injection engines provide better support no matter if you’re hauling a group of eight people or a half-ton of equipment.

JEFFREY ALLEN INC.
CPPB and CPPO Exam Prep Courses

Registration has CLOSED for the Fall 2021 prep courses. Registration will reopen in the winter of 2021 for the 2022 Spring courses.

These courses are designed as a self-study tool intended to assist any public procurement professional that is preparing to take the CPPB or CPPO certification exams.

These web-based, instructor-led courses can be accessed through the Procurement U Learning Management System (LMS) and are offered each spring and fall.
EDUCATIONAL OPPORTUNITIES

FREE SELF-PACED COURSES

The core of Procurement U is comprised of our online courses available on our Learning Management System (LMS). As a part of this new Give Back Program, we are making all Foundational Procurement courses available for free until December 31st, 2021. This includes 25 contact hours of online course instruction, completely free.
Happy Holidays everyone! I hope you all have the best holiday season ever. Our CPPO/CPPB Study Group is on hiatus until after the first of the year. But never fear! Send your email to chris.coghill@groveland-fl.gov and I’ll be sure to add you to the group!

Here’s the link to the new study materials: [https://www.nigp.org/certification/cppo-cppb-exam-prep](https://www.nigp.org/certification/cppo-cppb-exam-prep) for those that plan to sit for one of the tests.
CPPO and CPPB Prep Guides

This CPPO and CPPB Certification Preparation Guides are designed to help prepare you for the Certified Public Procurement Officer and Certified Public Procurement Buyer examinations. Both guides and the certification examination are based on the 2021 UPPCC Body of Knowledge. While the actual examination questions are held in the strictest confidence by the UPPCC, by basing this preparation guide on the same foundation as the test questions, it can serve as a focused study guide.

NOTE: A hard copy of the Prep Guide is included with an in-person Prep Course registration. A digital version is included with an online course registration.

The CPPO or CPPB Prep Guides are also available for purchase in the NIGP Bookstore in both hard copy and a digital ebook. Purchase your copy today!

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PURCHASE EBOOK
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OR CALL (724) 888-5294

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2. SOLICITATION MANAGEMENT
   Publish bids, accept responses, and create full reports online!

3. CONTRACT MANAGEMENT
   Manage contracts and add supplier relationship management and key performance indicators for free!

"IF YOU CAN OPERATE FACEBOOK, YOU CAN OPERATE MERCELL!"

- Anna Kangas, City of Cape Girardeau
### EDUCATIONAL OPPORTUNITIES

#### GET A PREP COURSE FOR FREE

Did you take a CPPO or CPPB Prep class with NIGP after July 1, 2021 but didn't pass the Exam?  
One Time Use Only

CONTACT CUSTOMERCARE@NIGP.ORG

---

For all of those that just missed it during the fall exams, NIGP may have just what you need! Contact Customer Care and see how they can help you!

[https://www.nigp.org/certification/cppo-cppb-exam-prep](https://www.nigp.org/certification/cppo-cppb-exam-prep)

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## Recommended UPPCC Exam Prep Timeline

<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Task Description</th>
<th>Action Buttons</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 Months Before Exam</td>
<td>Assess where you are</td>
<td>VIEW BOK-C ALIGNMENT</td>
</tr>
<tr>
<td>5 Months Before Exam</td>
<td>Review BOK and Choose Courses</td>
<td>VIEW CPPO COURSES VIEW CPPB COURSES</td>
</tr>
<tr>
<td>4 Months Before Exam</td>
<td>Take a Prep Course</td>
<td></td>
</tr>
<tr>
<td>3 Months Before Exam</td>
<td>Study</td>
<td></td>
</tr>
<tr>
<td>2 Months Before Exam</td>
<td>Re-assess</td>
<td></td>
</tr>
<tr>
<td>1 Month Before Exam</td>
<td>Personal Study Time</td>
<td></td>
</tr>
</tbody>
</table>

Purchase the CPPO or CPPB online assessment tool for a virtual test prep experience that features over 325 study questions to help you identify your strengths and weaknesses.

Choose NIGP courses to fill your knowledge gap. NIGP's coursework aligns with the UPPCC's body of knowledge by domain.

NIGP's CPPO and CPPB prep courses are available online and in-person. They address key information on topics identified in the UPPCC Bok-C and can help you identify areas you need to continue studying.

Now that you know your strengths and weaknesses, it’s time to study! Form a small study group to get unique topic perspectives, and follow our study guide for helpful tips and advice.

Take the online assessment tool again to see where you have made progress and which areas still need development.

Use the three volumes of animated online flashcards for a fun and quick way to master essential procurement terms and definitions from the NIGP Dictionary.
EDUCATIONAL OPPORTUNITIES

INVEST IN YOUR LONG-TERM CAREER GROWTH

NIGP Certified Procurement Professional (NIGP-CPP)

FOCUS AREAS:
- Strategy
- Policy & Legislation
- Planning & Analysis
- Contract Administration
- Sourcing & Solicitation
- Leadership
- Business Principles

The NIGP-CPP is quickly becoming the certification to get if you’re a mid to executive level leader in public procurement. Since launching this program in March of 2020, we’ve already had hundreds of people apply and take the exam. Join them and invest in the growth and longevity of your career.

INVEST IN YOUR LONG-TERM CAREER GROWTH

NIGP-CPP and the CPPO and CPPB

NIGP-CPP Complements the CPPO and CPPB

The differences that distinguish the NIGP-CPP from the current CPPO and CPPB programs should guide potential candidates as they consider their pathway to attaining the NIGP certification. Understand the differences in exam content and learn more about the UPPCC Body of Knowledge Alignment.

NIGP launched a brand new procurement certification in 2020, NIGP-CPP. Several of our members have achieved this and, with March being Procurement Month, we celebrate their achievement! If you are interested in the NIGP-CPP, please send me an email at chris.coghill@groveland-fl.gov. I’ll be glad to answer questions and try to help plan your NIGP-CPP certification route.

Log on here for more information: https://www.nigp.org/certification/nigp-cpp-and-cppo-cppb
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Eligibility Requirements

Choose your path...

* Pathway A *
- Graduate degree related to public administration, public policy, supply chain, procurement, or economics
- 2 years (24 months) relevant work experience involved with procurement (public or private, purchaser or seller) within the past 10 years

* Pathway B *
- Bachelors or higher degree (any discipline) and a graduate level certificate in public administration, public policy, supply chain, or procurement
- 3 years (36 months) relevant work experience involved with procurement (public or private, purchaser or seller) within the past 10 years

* Pathway C *
- Bachelors or higher degree (any discipline)
- 4 years (48 months) relevant work experience involved with procurement (public or private, purchaser or seller) within the past 10 years

* Pathway D *
- Two-year post-secondary diploma (or associate degree (any discipline) (or) a NIGP “Public Procurement Associate” Designation
- 6 years (72 months) relevant work experience involved with procurement (public or private. Purchaser or seller) within the past 10 years

* Pathway E *
- No Post Secondary Diploma
- 8 years (96 months) relevant work experience involved with procurement (public or private, purchaser or seller) within the past 10 years

* Pathway F *
- Current CPPO or CPPB or lapsed within one year of expiration date of certification
- Proof of formal education or relevant work experience is not required

NIGP’s “Public Procurement Associate” Designation is achieved by obtaining the following Core Certificates:

- Foundations of Strategy & Policy
- Foundations of Planning & Analysis
- Foundations of Sourcing & Contracting

NIGP’s Certification Program is comprised of four (4) components: Three (3) Tiers and NIGP’s Certification

Tier 1—Competency Badges
There are 33 competency modules that are laser focused on a specific topic.

Tier 2—Core Certificates
Specific badges when bundled together will earn you a Core Certificate.

Tier 3—Designations
The First Designation available is the “Public Procurement Associate” which consists of three (3) Core Certificates.

NIGP’s “CPP” Certified Procurement Professional Certification

Interested in scheduling a Virtual class so you can start earning your Badges? Contact Lisa Kesecker, Pro-D Chair for more information by phone at (407) 870-4622 or by email at lisa.kesecker@osceolaschools.net
CERTIFICATION SUPPORT

Question of the Day
by David Nash

The goal is simple: To assist public procurement professionals in preparing for the CPPO, CPPB and NIGP-CPP exams, one question at a time.

Since the creation of the online Question of the day in 2007, more than five thousand public procurement professionals from across the United States and Canada have participated in this endeavor by responding to questions sent to them via daily emails. Participants may also pose questions that they encounter during their independent or group studies.

http://www.qoftheday.net/

MENTORING OPPORTUNITIES

Take advantage of the Mentoring Program!

Some of the Benefits:

⇒ Guidance to the Mentee.
⇒ Share knowledge and experience
⇒ Customize plan to meet Mentee’s goals.
⇒ Assist Mentee thru certification process
⇒ Scholarship points
⇒ Mentee Learns the NIGP nuances
⇒ Mentor gives feedback for progress and assessment
⇒ Mentor feels sense of achievement by “giving back”

Mentors needed.

Contact Info: Kristine Rodriguez, Director
Rodriguez.Kristine@Brevardschools.org

David E. Nash, CPPO, CPPB, NIGP-CPP: NIGP certified instructor with over 45 years of experience in logistics and public procurement.
Who We Are

Whether you need Equipment or Services, ProServices Supply is the One Stop Shop for all of your MRO needs. We strive to deliver a best-in-class Customer Experience for our customers.

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MENTORING OPPORTUNITIES

NIGP Mentorship Program
Inspiring the next generation of public procurement leaders
Email mentorship@nigp.org

It takes intentional effort and strong strategic relationships to advance in your career.

Lifelong learning should be supported by intentional relationships established to guide your professional development and career growth. The NIGP Mentoring Facebook page is designed to help you by connecting junior members with more experienced practitioners who can offer mentoring advice to help you progress in your career. Mentors can be a neutral sounding board, they can help you handle difficult or unusual situations you may face in your role or in your career, and they can provide feedback regarding growth opportunities to support your long-term career development.

The NIGP Mentorship Program is designed to support the needs of NIGP Members and other public sector public procurement professionals by:

- Creating strong professional networks built on trust and respect to facilitate life-long learning
- Promoting diversity of thought and critical thinking skills
- Providing supplemental learning channels to enhance brainstorming
- Providing access to more experienced professionals who can offer encouragement and career guidance
- Promoting an environment where the participant feels empowered and confident

APPLY TO BE A MENTOR OR MENTEE

Applications are now available for those interested in either role. Applications will be reviewed by the NIGP Mentorship Committee.
Hello Chapter Members,

The current Scholarship Log is posted on our website. Chapter members that have current scholarship funds are welcome to use them this year.

**Scholarship Application:** A scholarship application is located on our website, Documents and Files, Scholarships. This is a special application for the 2020 and 2021 years. All [scholarship applications and backup documentation](#) must be submitted by **January 31st** annually in accordance to the application form. Contact me if you have any questions.

**Scholarship Redemption:** All redemption requests must be submitted by **December 1st** annually. The [Scholarship Redemption Form](#) is located on our website, Documents and Files, Scholarships.

**Scholarship Use:** Scholarships may be used for any procurement related function (including travel costs), educational material or recertification. Functions may include classes, tests, conferences, seminars, educational materials, tradeshows, etc. Travel costs may include hotel, mileage, airfare, rental car, per diem, etc. Reimbursement for travel items such as mileage and per diem shall be determined by the current Federal rate schedule. This schedule is available at [www.gsa.gov/portal/category/21287](http://www.gsa.gov/portal/category/21287). Rates will be based on location of the event.

**Scholarship Redemption Procedures:** 1) Members shall complete a Scholarship Redemption Request and submit it to the Vice President in order to redeem scholarship funds. 2) Supporting documentation must be attached and may include course curriculum, registration form, travel request from member's entity, etc. 3) The completed a Scholarship Redemption Request must be submitted by December 1st of the current year.

**Scholarship Deferment:** [All deferment requests must be submitted by December 15th.](#) The Scholarship Deferment Survey on our website, [https://www.cfcnigp.org/insidepages/surveys/](https://www.cfcnigp.org/insidepages/surveys/). Log in and begin the survey if you have scholarship dollars to defer for use. Members must complete the survey to defer scholarship dollars. Incomplete surveys are not accepted. Verify your survey is complete. There are no exceptions. If you do not complete the Scholarship Deferment Survey by December 15th, you will lose your scholarship dollars.

**Scholarship Deferment Procedures:** 1) Members shall complete the Scholarship Deferment Survey. 2) Members shall verify it is completed by December 15th.

The Board of Directors appreciate all our Chapter members and welcome you to participate in the Central Florida Chapter of NIGP! Please feel free to reach out to me if you have any questions.

Thank you,

**Tabatha Freedman**

Tabatha Freedman, MBA, NIGP-CPP, CPPO, CPPB  
CFC NIGP Vice President  
Vicepresident@cfcnigp.org  
386-822-5702
RadiusPoint is a multi-solution provider for expense management. The RadiusPoint solution utilizes our intelligent, cloud-based SaaS, ExpenseLogic, to provide a single-source management platform for cost optimization and inventory control of the telecom, IT and utility invoices, equipment and expenses. ExpenseLogic’s ability to create Big Data Analytics, coupled with the technical expertise of the RadiusPoint staff, transforms your billing data into immediate cost savings, strategic Business Intelligence, and insight.

What Set’s Us Apart?

- Weekly Exception reports are researched and errors reconciled with the vendors
- Disputes are tracked and managed until received

One software platform for Telecom, IT and Utility Invoices

- Flexible enough to handle any type of invoice for processing, auditing and procurement
- Scales to any size client with just one or all three service types
- Set up is completed by RP Team for complete onboarding service

Success Stories

- **Wireless**
  - $1.4M in errors billed on transportation company’s wireless invoices for incorrect data plans.

- **Telecom**
  - $1 M + tax refund for prior 3 years on telecom invoices for international manufacturer.

- **Utilities**
  - $15k in refunds for incorrect water meter charges for international aviation

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https://radiuspoint.com

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Issue 6, Volume 23, December 2021 Newsletter
What is the UCF Job Shadow Program

The UCF Job Shadow program is a one day opportunity for UCF students to connect with industry professionals to gain exposure to a wide variety of career fields and industries. Sessions take place during the academic breaks of the Fall (December), Spring (March), and Summer (August) semesters.

Benefits of Participating

- Build your organization's brand
- Develop a pipeline of talent for internship or full-time opportunities
- Help student's explore different career options
- No cost way to give back to the UCF community

Typical Activities of Job Shadow Day

The specific activities involved in a job shadowing experience vary between hosts and industries, and between in-person and virtual opportunities. Some common activities include:

- A presentation on the organization
- A panel or meet and greet of current interns and/or alumni
- Observing job duties and client interactions
- Attending meetings or office events
- Office tours
- Learning about internship/career opportunities within the organization
- Reviewing the student's resume, LinkedIn profile, and other professional development materials
- An informational interview

John Schmidt
Chair, Internship/Externship Committee
Ph: (407)685-5822, john.schmidt@occc.net

The 2021 fall session is scheduled for Dec. 14-16.
Happy Holidays Everyone!

Our chapter is going to grace The Fisher House for the holidays. For those that are unfamiliar with this charity, this is a comfort home for military and veteran’s families that doesn’t charge for accommodations while their loved one is receiving medical treatment at the nearby VA hospital.

The Orlando Fisher House is a 16-suite comfort home located at the Orlando VA Medical Center at Lake Nona and serves Seminole, Orange, Osceola, Lake, Volusia, and Brevard counties.

** AREA BELOW FOR COMMITTEE CHAIRS USE ONLY **

COMMUNITY SERVICES CHAIR
Approved by / Date

SCHOLARSHIP CHAIR
Accepted by / Logged / Date:

Not eligible for scholarship points unless signed by Community Services & Scholarship Chairs

Thank you for your generosity. We appreciate your support!
Membership Meeting Minutes  
September 24, 2021

Start: 9:15 AM  
End: 9:53 AM

Welcome – Damaris Nazario, President

Old Business

- Secretary’s Report and Approval of Previous Minutes – Katrina Ponzini
  - Motion to approve by Chris Coghill, Seconded by Tabatha Freedman
  - No Discussion
  - Motion Passed

- Treasurer’s Report and Approval – Ramandeep Nijjer
  - Reconciled Statements for June, July, and August 2021
  - Motion to approve by Katrina Ponzini, Seconded by John Schmidt
  - No Discussion
  - Motion Passed

- Vice President’s Report – Tabatha Freedman
  - Programming Updates
    1. Virtual for 2021
    2. September 24, 2021 Workshop
       Spectacular Specifications: The Art of Getting What We Want? Presented by David Nash, worth 4 Non-Accredited Contact Hours
    3. October 22, 2021 Chapter Check-in
    4. November 10, 2021 RTS (Virtual)
    5. December 10, 2021 Chapter Meeting
       State of the Chapter and Community Service Presentation
    6. In-person with the possibility of a virtual option for 2022

  - Scholarship Updates
    1. Scholarship Uses
      - Any procurement related function (including travel costs), educational material or recertification.
      - Functions may include classes, tests, conferences, seminars, educational materials, tradeshows, etc.
      - Travel costs may include hotel, mileage, airfare, rental car, per diem, etc. Reimbursement for travel items such as mileage and per diem shall be determined by the current Federal GSA rate schedule. Rates will be based on location of the event.
2. Scholarship Deferment
   • NOTE: Members are responsible for verifying their email addresses on the Scholarship Log posted on the Central Florida Chapter of NIGP website, and, providing any contact information revisions to the Vice President at vicepresident@cfcni gp.org no later than October 15th of the current year.
   • The Scholarship Deferment Survey will be available to members that are listed on the Scholarship Log and will be posted on the Central Florida Chapter of NIGP website and will close on December 15th of the current year. https://www.cfcni gp.org/insidepages/surveys
   • Members shall respond to and complete in its entirety a Scholarship Deferment Survey and submit online in order for Awarded scholarship dollars to be carried forward (deferred) and accumulated by the member for future use. A portion can be donated to charity by indicating a specific dollar amount on the survey.

• President’s Report – Damaris Nazario
  ➢ RTS Updates
    1. November 10, 2021 - Virtual
    2. Customized Exhibitor Booth
       Upload video or brochures about your products or companies
       Schedule live info sessions or demos
       Provide coupons, giveaways, raffles to generate more leads
       https://whova.com/xems/engage/exhibitor/https_202111/167904/?code=25b71ef5d1d068fd1f8d90a9abdc2ed
    3. Please market RTS within your individual entities. Contact lists can be emailed to Damaris.
    4. Funds made from this year’s RTS will go towards Chapter Scholarship Application recipients for both 2020 and 2021, combined.

New Business
• Presentation of Slate of Officers and Voting for terms beginning on January 1, 2022 and ending on December 31, 2023 – Kristy Rodriguez, Cheryl Olson, and David Billingsley
  ➢ President – Tabatha Freedman, MBA, NIGP-CPP, CPPO, CPPB, Senior Procurement Analyst, County of Volusia
    1. Nominations from the Floor – None
    2. Motion to approve by John Schmidt, Seconded by Ron Falanga
    3. No Discussion
    4. Motion Passed
CFC NIGP
Membership Meeting Minutes
September 24, 2021
Page 3 of 4

➢ Vice President – Chris Coghill, NIGP-CPP, CPPO, CPPB, Procurement Director, City of Groveland
   1. Nominations from the Floor – None
   2. Motion to approve by Carrie Mathes, Seconded by Zulay Millan
   3. No Discussion
   4. Motion Passed

➢ Secretary – Katrina Ponzini, Senior Buyer, Osceola County School District
   5. Nominations from the Floor – None
   6. Motion to approve by Zulay Millan, Seconded by John Schmidt
   7. No Discussion
   8. Motion Passed

➢ Treasurer – Sean Hynes, NIGP-CPP, CPPB, Assistant Supervisor of Distribution Services, Brevard County Public Schools
   9. Nominations from the Floor – None
  10. Motion to approve by Jennifer Wells, Seconded by Chris Coghill
  11. No Discussion
  12. Motion Passed

• Committee/Task Force(s) – Updates from Chairs

• Pro-D
  ➢ CFC is one of 30 chapters awarded a professional development scholarship for NIGP’s Pathways virtual offerings. As a recipient of this scholarship, the chapter is awarded an NIGP ½ day virtual course for 8 of its chapter members. More details to follow.

• Study Groups
  ➢ Study group held on Fridays at 10:00 AM
  ➢ Study guides available
  ➢ Goal is for all participants, roughly a total of 70 individuals, to pass their exam
  ➢ If interested in participating, please reach out to Chris Coghill

• Internship/Externship
  ➢ UCF Career Readiness held in September 2021, resume critiques and mock interviews, 15 participating students, thank you to Jennifer Ditzler and Misty Schoenly
  ➢ UCF Job Shadow Program to be held December 14-16, 2021 (registration by November 1, 2021, no fees, great opportunity to reach out to college students regarding the procurement profession
  ➢ If interested in participating, please reach out to John Schmidt

• Mentoring
  ➢ If interested in the mentorship program, please reach out to Kristy Rodriguez
Recognition of New Certifications
- Bhumika Nathoo, CPPB, Seminole County Public Schools
- Gladys Marrozos, NIGP-CPP, Seminole County

Job Postings
- Senior Procurement Analyst, Polk County BCC
- Purchasing Agent Senior, City of Orlando
- Senior Buyer, Florida Virtual Schools
- Senior Procurement Specialist, Southwest Florida Water Management District
- Procurement Supervisor, St. Johns River Water Management District
- Senior Buyer, Polk County BCC
- Procurement Analyst, Polk County BCC
- Senior Buyer, Orlando Utilities Commission
- Senior Buyer, School Board of Lake County

Chapter Meeting Is Adjourned, 9:53 AM
- Motion to approve by Tabatha Freedman, Seconded by Jennifer Wells
Membership Meeting Agenda
December 10, 2021

12:00 PM Chapter Business Meeting
12:30 PM State of the Chapter Address – Tabatha Freedman
   Fisher House Presentation—TBD

Welcome – Damaris Nazario, President
   Introductions, Welcome Guests & Recognition of New Members

Old Business
   Secretary’s Report and Approval of Previous Minutes – Katrina Ponzini
   Treasurer’s Report and Approval – Ramandeep Mann
   Vice President’s Report – Tabatha Freedman
   Scholarship deadlines and updates
   Schedule and Programming updates
   President’s Report – Damaris Nazario
   Reverse Trade Show update
   Buyer of the Year and Manager of the Year applications

New Business
   Proposed Budget
   Committee/Task Force(s) – Updates from Chairs
      Legislative
      Pro-D
      Study Groups
      Internship/Externship/Mentoring
      Community Services
      Open Floor
   Recognition of New Certifications
   Job Postings, Announcements, New Positions, Purchasing News
   Other New Business

Chapter Meeting Is Adjourned

The Central Florida Chapter of NIGP works to promote and support the professional development of its diverse membership and strives to maintain the highest standard of ethics, integrity, public trust and awareness in the public procurement profession.