

NEWSLETTER

SPRING EDITION

WASHINGTON 



Official Chapter

NIGP

APRIL
2024

"Success is where preparation and opportunity meet."

– Bobby Unser

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Since 2003, WA-NIGP has worked with NIGP - the Institute for Public Procurement to support, develop and promote public procurement, contracting, and supply chain professionals in Washington State.

Our \$40 annual membership includes:

① Annual Training and Networking Opportunities
(both virtual and in-person)

- January Business & Awards Meeting: Recognizes our Chapter's Procurement Professional and Managers of the Year.
- Excellence in Procurement Summit: Held each March in conjunction with Procurement Professionals' Day.
- Fall Conference: Includes networking and training from guest speakers/industry experts. *S
- Philanthropic and Community Service Events
- Social Gatherings *S

② Ongoing Education and Scholarships

- Monthly Lunch and Learns.: 45-minute educational sessions held during the lunch hour.
- Emerging Professionals program: Designed to help mentor and develop our newest professionals.
- Sponsored Courses: We partner with NIGP and other chapters to provide additional, low-cost educational opportunities throughout the year. *S
- No budget? No problem!: We offer assistance to help members develop their knowledge & skills.

③ Additional Resources and Connections

- Chapter Newsletter : Full of great information and updated every few months!
- Member Directory: Includes contact information for our 350+ members!
- Google Group: Our forum to ask questions, request copies of solicitations, share expertise and challenges, and get incredible advice from other procurement professionals.
- Committees & Workgroups: No experience or large time investment is required.
- So much more !

*S - Additional charges may apply

Visit www.wanigp.org for more information and to join!



PRESIDENT'S MESSAGE

Hello there! Our second largest member event for 2024 is now in the books. We had over 80 attendees at our Procurement Summit via Microsoft Teams on March 20th. We appreciate everyone's patience and flexibility during the technology glitches. There were many Chapter updates shared at the event and as promised we unveiled the 2024-2029 Strategic Plan which is now ready for viewing on our website at [About the WA Chapter - Washington State Chapter of NIGP \(wanigp.org\)](#).

We are grateful to have Matthew Hamel of the Federal Bureau of Investigation (FBI) present us with the "Public Corruption Training and Case Study" based upon a case in Miami Dade Airport in 2015. A copy of the Red Flags of Procurement Fraud and Corruption brochure was emailed to all attendees, is now available on our website under the Documents Library > Presentations and is provided in this newsletter on pages 8-9.

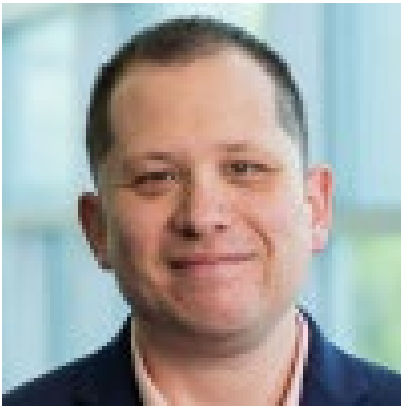
The Question of the Day Pop Quiz event via Poll Everywhere was a success and we enjoyed everyone's participation. Congratulations to our top 3 winners, Erin Hamilton – WA Health Benefit Exchange, Hope Linder – Snohomish County PUD and Anna Vogel – City of Vancouver who earned themselves a Starbucks gift card. Thank you for playing!

I have received several inquiries from members wanting to pursue their certification this year. We are fortunate enough to have several resources at our fingertips with [NIGP](#) and [UPPCC](#). Testing is conducted at the same time throughout the year so you can plan. We know you are all very busy but investing this time for YOU is also important for your professional development and demonstrates your credibility as a procurement professional.

Several of you also expressed interest and/or are already registered to attend NIGP Annual Forum which will be held virtually or in person in Charlotte, NC from August 25th -28th. NIGP has put together a [how to guide](#) that you can present to your Leadership to ensure you are one of many colleagues to attend this once a year event. Attending Forum can also earn you up to 24 Contact Hours towards your certification. Feel free to contact me at president@wanigp.org. Other board members and chapter members who have attended in the past are also a great resource.

Lastly, I am grateful to YOU the members for being a part of this procurement family. With the approval of the new Strategic Plan, we will need as much member engagement as possible to be able to measure our success as a local chapter. We hope we can count on YOU!

Ginny Justiniano, NIGP-CPP, CPPB
Washington State Chapter President



VICE PRESIDENT'S MESSAGE

On the heels of a wonderful Procurement Summit, I am encouraged by the level of engagement and passion for our industry. With so many amazing and talented colleagues in our chapter we are positioned for greatness. I challenge you to join me in continuing to build momentum. As I mentioned at the summit none of this happens without your effort. First, be on the lookout for announcements from the chapter about events. You never know what you might gain from dropping in and hearing others share best practices. Events are also opportunities to network and gain ideas on how to solve challenges you face at work.

Second, we need you on committees! It is as easy as logging in to our chapter [website](#) and visiting the [committees page](#). You can self-select and hit the sign me up button. That's it!

What interests you?

Are you extremely busy, but want to contribute and make the most of your membership?

Did you know that even a with little spare time, you can make a big impact?

Do you love celebrating your colleagues' success?

Do you have ideas on how we can make things better?

Have an interest in helping others grow in the profession?

Are you a talented communicator?

Want to help get others involved?

Like organizing events?

Are you interested in helping but do not know where to start?

I encourage you to reach out to me directly. Let's chat. As always, I am open to discussing your ideas, complaints, and suggestions. Email, call, or text.

Thank you for your time!!!

*Matt Versdahl, MBA, Doctor of Business Admin
(candidate), PMP, CSSBB, CPSM, CSCP, CPCM*

Washington State Chapter Vice President

vp@wanigp.org

(206) 218-6777



NEW MEMBERS

WELCOME!

Membership offers substantial benefits, both professional and personal. Our meetings, seminars and educational events can enhance your knowledge of our profession and promote the exchange of ideas and issues through networking opportunities with your colleagues.

Membership also brings opportunities to develop your personal leadership skills through volunteer efforts on committees, and as part of our governance team.

New members – February-March 2024:

LAST NAME	FIRST NAME	EMPLOYER	TITLE
Dompier	Stephanie	City of Bellevue	Contract Administrator
Smith	Aaron	City of Olympia	Procurement & Records Specialist
Kuntz	Linda	City of Yakima	Buyer I
Gavrilles	Brittany	King County	Supervisor
Hall	Alexis	King County	Assistant Contract Specialist
Koskei	Sheila	King County	Contract Specialist
Mohamoud	Anisa	King County	Contract Specialist
Nichols	Ashley	King County	Contract Specialist
Pinney	Brian	King County	Contract Specialist
Schultz	Jacqueline	King County	PMO Manager
Sebero	Jennifer	King County	Contract Specialist
Shannon	Lorcan	King County	Contract Specialist
Valladares	Francisco	King County	Contract Specialist
Wright	Sydney	King County	Contract Specialist
Buch	Erin	Sound Transit	Sr. Contract Specialist
McMartin	Rob	Sound Transit	Manager, Materials, Technology and Services
Ingram Jr	Curtis	WA State Department of Commerce	Purchasing Manager

EDUCATIONAL OPPORTUNITIES

CLASSES & WEBINARS

Looking for additional educational opportunities? Explore the websites below for upcoming classes!

- WA-NIGP: www.wanipg.org
 - April 11, 2024 – Emerging Professional Roundtable Sessions – [Register](#)
 - May 1, 2024 – Lunch & Learn: Everywhere Ergonomics – [Register](#)
 - May 9, 2024 – Emerging Professional Roundtable Sessions – [Register](#)
 - June 5, 2024 – Lunch & Learn: PCard Programs – [Register](#)
 - June 13, 2024 – Emerging Professional Roundtable Sessions – [Register](#)
- NIGP: <https://www.nigp.org/learning/all-courses>
 - May 8-9, 2024 – Virtual Conference (VCON) – [Register](#)
- NIGP Webinars: <https://www.nigp.org/learning/all-courses/webinars>
- Columbia Chapter of NIGP: <http://columbiachapternigp.org/pro-d/>
- Oregon Public Purchasing Association: <https://www.oppaweb.org/index.cfm>
- Idaho Public Purchasing Association: <https://nigp-idaho.org/content.php?page=Training>
- Institute for Supply management: <https://www.ismwww.org/>
- Municipal Research and Services Center: <https://mrsc.org/Home/Training.aspx>
 - May 2, 2024 – Preparing for the Future: Small Works Changes and the New Statewide Roster (In-Person at Spokane Convention Center) – FREE! – [Register](#)
 - May 15, 2024 – Preparing for the Future: Small Works Changes and the New Statewide Roster (In-Person at Greater Tacoma Convention Center) – FREE! – [Register](#)
- American Public Works Association ([APWA](#))
- Washington Finance Officers Association ([WFOA](#))

PROCUREMENT OFFICIALS

vital in the fight against procurement fraud and corruption

Procurement officials are uniquely positioned to be the *only* ones who can identify the indicators of procurement fraud and corruption in *real time*. Law enforcement and auditors see these signs only *after* the crimes have been committed—if at all. If you identify any of these red flags, report them to the FBI. Your help is vital in the fight against procurement fraud and corruption.



Report suspicious
procurement
activity to your
**local FBI
field office**

The red flags herein reflect possible indicators of procurement fraud and corruption derived from FBI investigative experience. This is not an exhaustive list of possible indicators. The red flags do not represent the FBI's conclusion or recommendation regarding the approval or denial of a requested product or service purchase.

THE RED FLAGS

of procurement fraud and corruption

THE RED FLAGS

of procurement fraud and corruption

GENERAL RED FLAGS

- Same vendor repeatedly winning competitive bid solicitations for products or services
- Products or services repeatedly purchased from same vendor through informal quote process
- Repeated purchases of products or services from same vendor in amounts under the competitive bid threshold

PRODUCT SPECIFICATION RED FLAGS

- Same brand-name product repeatedly purchased from solicitations containing the same product specifications
- Different vendors submitting the same brand-name product in response to solicitations containing the same product specifications
- "Or equal" language included in a solicitation that contains highly detailed product specifications
- The product to be purchased is connected to an exclusive manufacturer's representative

STANDARDIZATION RED FLAGS

- Same brand-name product repeatedly purchased without sole/single source justification
- "To match existing" or "For ease of maintenance" or "For form and function" or similar language included in solicitations for products repeatedly purchased

EMERGENCY WORK RED FLAGS

- Emergency work repeatedly awarded to a particular vendor (quantity)
- The dollar value of emergency work awarded favors a particular vendor (quality)

PRE-QUALIFIED VENDOR POOL RED FLAGS

- Awards within a pre-qualified vendor pool repeatedly going to a particular vendor (quantity)
- The dollar value of awards within a pre-qualified vendor pool favoring a particular vendor (quality)

PURCHASING CARD (P-CARD) RED FLAGS

- Repeated purchases of products from the same vendor using a P-Card
- Products purchased through the informal quote process also being purchased with a P-Card

PRODUCT RECEIPT RED FLAGS

- The number of documents proving receipt of the item purchased decreases compared to previous purchases
- The type of documents proving receipt of the item purchased changes compared to previous purchases
- Non-warehouse employee "received" the item purchased
- Winning vendor's delivery method for item purchased changes compared to previous deliveries
- Accounts payable invoice verified by the person who requested the item purchased
- Solicitation described two products purchased but only one item delivered
- Winning vendor is not the manufacturer of the item purchased

NON-STOCK ITEM RED FLAGS

- Multiple solicitations for the same non-stock item originating from the same requestor and issued by the same buyer
- One person responsible for the selection of the brand name, budget and quantity of the non-stock item purchased
- Multiple solicitations for the same non-stock item awarded to the same vendor
- Same losing vendors competing for multiple solicitations of the same non-stock item
- The product description of the same non-stock item changed over multiple solicitations
- Repeated purchases of the same non-stock item
- Non-stock items purchased are stockpiling in warehouse

Report suspicious procurement activity to your
local FBI field office





2024 ALLIANCE NORTHWEST

WHAT IS ALLIANCE NORTHWEST?

Alliance Northwest is the largest business-to-government conference in the Pacific Northwest. This event features high-quality workshops and one-to-one meetings between small businesses, government agencies, and prime contractors. The event is in its 38th year. Hosted by Thurston Economic Development Council, home of APEX Accelerator, Alliance Northwest has a strong history of federal agency support. It is widely known as the place where business and government learn and make connections with small and disadvantaged businesses.

On March 14, 2024, the Chapter President, Ginny Justiniano and Membership Engagement Committee Member, Erin Hamilton, represented WA-NIGP as an Exhibitor at the Annual Alliance Northwest Tradeshow in Tacoma. Your representatives participated in the networking sessions and visited several booths of our own chapter members. The intent of this outreach event was to meet other public entities not currently members of the chapter and extend the invitation to join. We met a few of them from the Department of Corrections and the Labor and Industries who's purchasing staff attended as well and they are excited to join our WA-NIGP family.

The event attendees consisted of small businesses and various Chamber of Commerce throughout the state seeking connection with public agencies. We are grateful for the opportunity to represent our chapter and let them know that we are here to support them and thank them for their membership and participation.

As part of the event, your membership engagement team had a fishbowl for potential members to drop in their name and contact information during the event. To encourage participation, a drawing was conducted to give away a 1-year membership. The winner will be announced soon.



2024 NIGP CHAPTER ACADEMY

The ability to attend Chapter Academy is an opportunity I feel truly blessed to have been able to experience. I was able to network with other NIGP Members and Membership Representatives across the country and gain insight and ideas to help give our members the best experience possible. I learned how important it is to engage on a personal level so we can develop our community. I hope to utilize the key takeaways from this event to develop and grow as a leader in our Chapter and our profession.

The Plenary Session was led by Jay Caputo, Elizabeth Caputo, and Christin Webb. All three are active with coaching leaders in the community and Christin herself has been heavily involved in NIGP throughout her career and continues to give back to our members.

The Plenary Sessions were focused on learning about different styles of leadership, to include three types. Laissez Faire Leadership (Low Effort and Disengaged), Transactional Leadership (Moderate Effort and Engagement) and Transformational Leadership (High Effort and Engagement). They taught us how to develop ourselves into Transformational Leaders by learning how to handle stress, engage in clear communication, develop relationships, Emotional Intelligence, better ways of handling conflict, understanding human behavior, identifying, and processing emotions, and developing agility.

I believe that this was incredibly transformational in helping me see how to give to our Chapter by becoming a better leader. I am very excited about our future!

Stacey Sappington, Chapter Membership Secretary

As mentioned at the recent March Procurement Summit, it was both a pleasure and an honor to have been one of your two Chapter Leader representatives at Chapter Academy. Chapter Academy (as part of Leadership Summit) is a great opportunity to get together one on one with chapter leadership peers and learn best practices, lessons learned, share new ideas to becoming effective leaders and increase member engagement. Part of the being an attendee, we are required to attend two Pre-Academy and two Post-Academy webinars. During the in-person, we learned about what makes a healthy chapter.

The four make or break components for success are: 1) Vibrant Leadership with a clearly defined and operational succession plan; 2) Supportive operations to manage risk and support leadership decisions; 3) High member involvement; and 4) Actively used member services.

Overall, it was a great time to reconnect with old colleagues and meet new Chapter Presidents within North America and Canada. There were so many more takeaways, and we will continue to share those with you throughout the year.

Ginny Justiniano, Chapter President



SPOKANE COUNTY PURCHASING

CONGRATULATIONS!

Congratulations to the Spokane County Purchasing Team on their proclamation for celebrating all they do every day!

24 - 0130 -

PROCLAMATION

WHEREAS, effective procurement practices are vital to the success and sustainability of both government and businesses; and

WHEREAS, procurement professionals play a crucial role in ensuring the efficient sourcing of goods and services, fostering innovation, the pursuit of best value, maintaining ethical and sustainable practices, all while seeking to expand their knowledge, skills and abilities; and

WHEREAS, Procurement Month provides an opportunity to recognize and celebrate the contributions of procurement professionals and the importance of their work in achieving organizational goals.

NOW, THEREFORE, The Spokane County Board of County Commissioners, do hereby proclaim the month of March as Procurement Month. We urge all citizens and organizations to join us in acknowledging the significance of procurement and to support efforts aimed at promoting excellence in procurement practices.

Dated this 12th day of March, 2024.

BOARD OF COUNTY COMMISSIONERS
OF SPOKANE COUNTY, WASHINGTON



ATTEST:

Ginna Vasquez
Ginna Vasquez, Clerk of the Board

Mary E. Kuney
MARY E. KUNEY, CHAIR

Josh Kerns
JOSH KERNS, VICE CHAIR

Al French
AL FRENCH, COMMISSIONER

Amber Waldref
AMBER WALDREF, COMMISSIONER

Chris Jordan
CHRIS JORDAN, COMMISSIONER



CITY OF ARLINGTON

Public Procurement Month: Meet our Procurement Analyst, Debbie Strotz

The [National Association of State Procurement Officials](#) announced Procurement Month this March. With this, we recognize Debbie Strotz, Procurement/Contracts Analyst in the Finance Department of the City of Arlington.

Debbie Strotz has a stellar reputation in public procurement due to her proficiency in negotiating and winning contracts at a reasonable price for the city. Debbie diligently watches over the procurement process to make sure money is being used appropriately.

"Debbie's dedication to transparency and fairness in the procurement process has contributed to her reputation as a trusted professional in the field. With her expertise and commitment, she plays a crucial role in driving the city's growth and success through our procurement practices," said Mayor Don Vanney. "Public procurement is more than a system of contracts and paperwork; it is a tool to make our city a better place to live, and Debbie is a big part of that work," said Mayor Vanney.

PROCLAMATION

WHEREAS, the public procurement, contracting and materials management professions play a significant role in the efficiency and effectiveness of both government and business; and

WHEREAS, through their combined purchasing power, public procurement professionals spend billions of dollars every year and have a significant influence upon economic conditions throughout Washington state; and

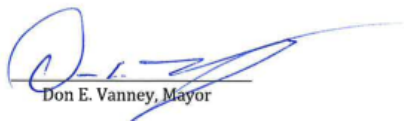
WHEREAS, public procurement, contracting and materials management professionals dedicate themselves to providing the best value for every taxpayer dollar and continue to expand their knowledge, skills and abilities; and

WHEREAS, during the month of March, the Washington State Chapter of the National Institute of Governmental Purchasing and other professional procurement associations engage in special efforts to inform the public of the important role of the public procurement profession in business, industry and government;

NOW, THEREFORE, I, Don E. Vanney, Mayor of Arlington, do hereby proclaim March 2024 as

Public Procurement Month

in Arlington, and I urge all people in Arlington to join me in this special observance.


Don E. Vanney, Mayor


Date

From Entry to Excellence

A 2-day all virtual learning experience for new and aspiring procurement leaders

NIGP
VCON
2024
MAY 8-9

NIGP VCON 2024

FOR NEW AND ASPIRING PROCUREMENT LEADERS!

MAY 8 & 9

12:30 PM - 5:00 PM (ET)

19.5 Contact Hours

Whether you're just getting started in public procurement, or you're a veteran who needs a little refresher on the fundamentals so you can move into a management role, you can't afford to miss [NIGP VCON 2024](#).

Join us for this one-of-kind annual event, always designed with the needs of our members in mind. You'll access expertly curated content taught by industry leading practitioners who will share their knowledge, skills, and experience to kick-start your public procurement career if you're just starting out—or to give it a jumpstart if you've been in the profession and are now ready to move up into a more senior role.

TWO TRACK OPTIONS:

- **FOUNDATION LEVEL CONTENT (8 SESSIONS)**
Procurement-based training and refresher content for both new and veteran public procurement professionals. This provides an introduction to key topics crucial for a new practitioner's understanding of public procurement.
- **NEW TO MANAGEMENT CONTENT (4 SESSIONS)**
Introducing skills necessary for a management role, catering to those aspiring to become managers, new managers, and veteran managers.

SPECIAL OFFER FOR MEMBERS

\$75 off for the first 250 registrants

Use code **VCON75** at checkout

SCHOLARSHIP COMMITTEE

APPLY TODAY!

Upcoming Scholarship Opportunity

Mike Purdy Scholarship – Applications Due by April 24th at 5:00 pm

The 2024, Mike Purdy Scholarship is for one of the following NIGP Construction classes

<https://www.nigp.org/learning/calendar-views/construction>

- Specialization Certificate: Construction (up to \$500 in value); or
- Specialization Certificate: Job Order Contracting (up to a \$260 in value).

Mike Purdy Scholarship Background: This scholarship was created and announced on April 5, 2023, at the Potpourri with Mike Purdy Lunch and Learn. Unfortunately, Mike only saw us give this scholarship once before passing away on August 2, 2023, and he was extremely honored. Mike was a long time WANIGP/NIGP supporter with more than 36 years of public contracting experience. Many WANIGP members learned a lot about Public Works Bidding and Contracting taking his classes over the years.

Apply today: login to WANIGP.org, go to “Member Benefits” tab, select “Scholarships”, complete form and submit. Applicants must be both NIGP and WANIGP members.

Scholarships

If you are interested in training and do not have the training budget, our Chapter has funding available for scholarships. The Scholarship Committee accepts applications year-round for continuing education, professional certification fees and courses. **Check out the Scholarship Program on the website and SUBMIT your [application](#)!** *Reminder: only one scholarship within a twelve (12) month period can be awarded to a member.*

Stacy Hupp, CPPB

Scholarship Committee Chair
scholarship@wanigp.org



2024 NIGP Forum Scholarships – Awardees

Congratulations to the following members that were awarded scholarships to Forum in Charlotte, North Carolina. There were no applications received for the virtual scholarships, so with support of the Board, we were able to provide a second partial scholarship for In-Person Forum.

- Matt Serier, Lead Buyer, City of Bellingham – In-Person Forum: \$3,000
- Shelby Heyward, Assistant Buyer, Tacoma Public Schools – Partial In-Person Forum: \$1,800



EMERGING PROFESSIONALS COMMITTEE

EMERGING PROFESSIONALS HELPED CELEBRATE MARCH PROCUREMENT MONTH ON MARCH 28TH!

The Emerging Professionals group got together on March 28th for their monthly round table, with a March Procurement Month themed conversation. They shared what their organizations do to celebrate procurement month, then walked through the array of learning and growth resources available to emerging procurement professionals. They then opened the floor for attendees to ask questions or seek help on challenges they are facing. This collaborative experience brings veteran procurement leaders together with newer professionals to learn and build relationships across the chapter.

*Cheral Manke, NIGP-CPP, CPPO, CPPB
& Ginny Justiniano, CPPB*

Emerging Professionals Program Co-Chairs
emerging@wanigp.org

BOARD MEMBERS

CONNECT WITH YOUR BOARD MEMBERS – WE ARE HERE
TO SERVE YOU!

The Board of Directors shall:

- Attend the regularly scheduled teleconferences and other meetings of the Board of Directors, and Chapter events.
- Control and manage the affairs and finances of the Chapter.
- Shall have authority to take such actions as will serve the best interests of the Chapter and its Members under an annual plan of activities and budget to be adopted by the membership at the annual meeting of the membership.
- Have no authority to expend or commit funds to an amount over the cash resources of the Chapter, or otherwise cause indebtedness of the Chapter, unless such expenditure, commitment, or indebtedness is approved in the annual budget, or in advance by 2/3 affirmative vote of the voting members at a regular or special business meeting. Such approval may be by electronic mail or other concurrence.
- Review the recommendation of the Membership Committee and by a majority votes shall accept or reject the applications for membership to the Chapter. The vote of the Board of Directors shall be final. An applicant whose application has been rejected, however, may appeal as specified elsewhere in these Bylaws, or may resubmit an application to the Membership Committee no sooner than one (1) year after rejection by the Board of Directors.
- Hear and decide on appeals regarding the Honors and Awards Committee's decisions on award of scholarships.

Interested in attending a Board meeting? Contact
Jessica Buckingham at secretary@wanigp.org

Chapter President

Ginny Justiniano, CPPB

Email: president@wanigp.org

Phone: (206) 263-9393

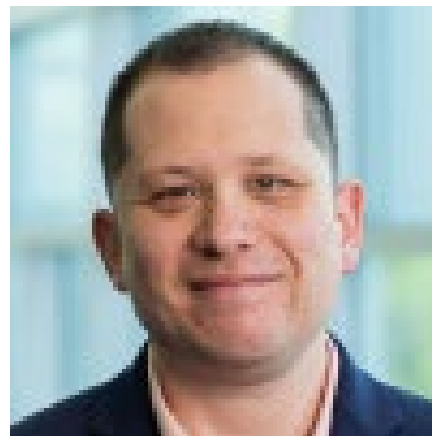


Chapter Vice President

Matt Versdahl, MBA, PMP, CSSBB, CPSM, CSCP, CPCM

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Samantha Miller

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Chapter Recording Secretary
Jessica Buckingham, CPPB

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Chapter Immediate Past President
Maija Lampinen, NIGP-CPP, CPPB

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