



Newsletter

STRIVES TO MAINTAIN THE HIGHEST STANDARD OF ETHICS, INTEGRITY, PUBLIC TRUST AND AWARENESS IN THE PUBLIC PROCUREMENT PROFESSION.

cfcnigp.org



In this Issue...

President’s Message.....	2
Officer Messages.....	4
Programming Information	5
Committee Bootcamp Announcement.....	9
Scholarship Application Message.....	10
Ronald McDonald House Thank you Letter.....	11
Reverse Trade Show Diamond Sponsor.....	12
Reverse Trade Show Gold Sponsor.....	13
Reverse Trade Show Silver Sponsors.....	14
Scholarship Committee Updates.....	16

Pro-D Raffles.....	17
Legislative Committee date.....	18
CPPB/CPPO Study Group Update.....	19
Internship/Externship Committee Update.....	25
Community Involvement Update.....	27
Certification Support.....	28
Mentoring Opportunities.....	28
NIGP Information.....	29
December Meeting Minutes.....	38
January Membership Meeting Agenda.....	42

VISION	To be the leading Chapter of NIGP: The Institute for Public Procurement by promoting the development of public procurement professionals throughout Central Florida.
MISSION	Provide our chapter members with opportunities for professional development and the exchange of best practices.
CORE VALUES	The Central Florida Chapter of NIGP shall adhere to the following core values: 1. Ethics 2. Integrity 3. Professionalism 4. Diversity 5. Education and Professional Growth 6. Service to Stakeholders



PRESIDENT'S MESSAGE

Hello Chapter Members,

Happy New Year!

Join us on January 31, 2025, for our Chapter Membership Meeting and a Specification Writing Presentation by Carrie Roberts, Purchasing Director, Pasco County, FL. The Chapter Membership Meeting and presentation is available in-person and virtually. Register on our website www.cfcnigp.org.

Committee Boot Camp. Would you like to take a small step leading the chapter forward? Join us for an in-person Committee Boot Camp on January 31, 2025 at 10 AM, before the Chapter Membership Meeting. This event will introduce you to engagement opportunities and allow you to network with other chapter volunteers. Register on our website www.cfcnigp.org and email me to have lunch on us this day! I'll register you for in-person lunch at the Chapter Membership Meeting. The Chapter Membership Meeting and presentation are available in-person and virtually.

Membership. Our Membership is on an annual basis and begins on January 1 of each year. Current members have received emails to renew your membership. Please renew your membership to participate in our professional development, scholarship program, study groups, mentoring program, and networking opportunities. As we embark into the 2025 membership year, we will continue development of programs and opportunities to support you, our membership. If you are new to the profession, we hope that you will consider joining our association. Please reach out to us directly to see how membership can benefit you. Membership is limited to Public Procurement professionals and students.

Buyer of the Year and Manager of the Year. Our Buyer of the Year and Manager of the Year program is occurring now. Applications are on our website under Member Resources, Document Library, Member Awards. This program is a peer or self-nomination of a current chapter member acknowledging contributions during 2023-2024 to their entity, NIGP or the profession, and our Chapter. Nominations are due by January 31, 2025 to president@cfcnigp.org with nomination acceptance due by February 16, 2025. This is a great opportunity to celebrate accomplishments! Awardees receive recognition in the profession, a plaque, and 100 scholarship dollars.

Scholarship Application. A Scholarship Application for 2024 is available on our website under Member Resources, Scholarships. Signed applications and backup documentation is due by January 31, 2025 to scholarship@cfcnigp.org. Please send all documents in one file. **Late applications are not accepted.** 2024 scholarship points will be added to your accounts by March 2025.

CPPB/CPPO Group Spring 2025 Session. The Spring Session will start on Thursday, January 23, 2025, and run through May 1, 2025. The testing window is May 1 – 15 per the UPPCC website. Meetings are virtually on Thursdays from 11:00am – 12:00pm EST. There will not be a meeting on Thursday, February 20, 2025, due to NIGP Leadership Summit. The group will have a total of 14 meetings during the Spring session. Register (only once for all meetings) on our website www.cfcnigp.org.



PRESIDENT'S MESSAGE (CONTINUED)

Pro-D Scholarship Program. Opportunities will be posted on our website soon. Even if you won an opportunity last year, you may apply this year. For the Pro-D Scholarship program, you need to be an ACTIVE member to participate. An ACTIVE member is a member who meets, at a minimum, one (1) of the following criteria in the preceding year (the last 12 months):

1. Attends at least two (2) chapter meetings a year (meetings can be in-person or virtual).
2. Attends at least one (1) chapter meeting and one (1) chapter event (e.g. Family Day, Spring Workshop, Fall Workshop, etc.)
3. Attends the Reverse Trade Show for the entire day. Half day attendance does not qualify.
4. Serves on a committee, task force, episodic committee, etc.
5. Writes an article for the chapter newsletter.

Mentoring. Our Mentoring Program is to provide an opportunity for Mentees and Mentors to engage one-on-one to acquire 'real world' guidance and offers a unique opportunity for both the mentors and mentees to make a personal contribution to the professional development and share their experiences. Are you interested in becoming a mentor or mentee? Contact Mentoring Chair Fatima Calkins at fcalkins@goaa.org or 407-825-2044.

Reverse Trade Show. Thank you again to ALL who participated in our Reverse Trade Show! We had an amazing turnout of agencies, volunteers, vendors, and sponsors. This event funds our scholarship programs for you! Join us on Friday, November 7, 2025 at the Doubletree by Hilton Hotel Orlando at SeaWorld!!! Scholarship points can be used! Be on the lookout for room giveaways in the coming months!

Community Service Initiative. Our 2024 Community Service Initiative for Ronald McDonald House was a success! Chapter Members donated \$947.99, and the Chapter provided an additional \$4,000 for a total of \$4,947.99. Thank you for supporting families with children undergoing medical treatment in Orlando this year!

Engagement. I want to encourage members to evaluate your talents and strengths and identify if there are any committees or task forces opportunities that you would be willing to volunteer for in 2025. Committee chair, member, and RTS positions are available. We have much work to do as a chapter this year and we can benefit from having active volunteers.

Please do not hesitate to contact me or one of the other board members with any questions you might have. The Chapter's 2025 Board of Directors consists of myself (President), Chris Coghill (Vice President), Sean Hynes (Treasurer), James (Nick) Canjar (Secretary), and Damaris Nazario (Presidential Advisor). Let's make this year a fantastic year for your Chapter!

May your New Year be full of hope, joy, and laughter!

Tabatha Freedman, MBA, NIGP-CPP, CPPO, CPPB
2022-2025 President
president@cfcnigp.org



OFFICER MESSAGES

Vice President's Message



"Happy New Year! I wanted to take a moment to remind members that the Scholarship Application for 2024 is available on the chapter's website. **Signed applications and backup documents are due by January 31, 2025** to scholarship@cfcnigp.org and **we are not able to accept late applications**. Please **submit scholarship redemptions commencing February 1, 2025**. Awarded 2024 scholarship points will be added to accounts by March 2025. We hope you will join us at our next chapter meeting on January 31st where Carrie Roberts, Purchasing Director, Pasco County, FL, will be speaking on writing specifications. If I can be of any assistance, please do not hesitate to reach out!"

**Chris Coghill, NIGP-CPP, CPPO, CPPB
CFC NIGP Vice President**

Treasurer's Message

Happy New Year Members! I hope everyone had a relaxing holiday.

Membership dues are now due for the 2025 calendar year. Please don't hesitate to contact me at treasurer@cfcnigp.org if you have any questions or issues. The Primary member for an entity must be the one to process renewals for all Secondary members linked to them. A slide deck with screenshots and additional information on renewing can be found in the website Document Library (Member Resources > Document Library > Website Knowledge).

This year's chapter activities will provide many learning opportunities that are helpful in career progression. I encourage everyone to spread the word about our chapter and its activities to your colleagues and friends in the procurement field who are not yet members.

Join us at the next Chapter Meeting on January 31, 2025, and bring a guest to see what we are all about. Registration is currently open on the website. I look forward to seeing you there.



**Sean Hynes, NIGP-CPP, CPPO, CPPB
CFC NIGP Treasurer**

Secretary's Message



Happy 2025! 2024 sure came and went in a hurry!

The chapter has several exciting items in store for 2025, both for education and fellowship purposes and we hope you will join!

The virtual CPPB/CPPO Study Group, will kick off again on January 23rd. This FREE study group is a great tool for any members looking to take the CPPB or CPPO exam.

We are working to put together another adults night out in early 2025. Be on the look out for more information!

Our next meeting will be on January 31st. I hope you will join us whether it be in person or virtual!

**Nick Canjar, NIGP-CPP, CPPO, CPPB
CFC NIGP Secretary**

2025 Dates to Remember

Day and Date	Times	Type	Event	Topic
January 31, 2025	12:00 - 2:00	In-person & virtual	Committee Bootcamp (10:00am) and January Chapter Meeting	Specification Writing Presentation by Carrie Roberts, Purchasing Director, Pasco County, FL
February 20—22, 2025	8:00 - 5:00	In-person	NIGP Leadership Summit	Chicago, IL
March 28, 2025	9:00 - 2:00	In-person & virtual	Spring Workshop	NIGP Business Council (Tentative)
May 11 - 14, 2025	8:00 - 5:00	In-person	FAPPO Annual Conference	Hyatt Regency Orlando
May 23, 2025	12:00 - 2:00	In-person & virtual	May Chapter Meeting	
July 11, 2025	12:00 - 2:00	In-person & virtual	July Chapter Meeting	
July 27— 30, 2025	8:00 - 5:00	In-person & virtual	NIGP Forum	Denver, CO
September 19, 2025	9:00 - 3:00	In-person & virtual	Fall Workshop	
November 7, 2025	9:30 - 3:30	In-person	Reverse Trade Show	DoubleTree by Hilton Orlando at SeaWorld
December 5, 2025	12:00 - 2:00	In-person & virtual	Holiday Chapter Meeting	State of the Chapter
Thursdays	11:00 - 12:00	Virtual	CPPO/CPPB Study Group	Resumes January 23d.

VIRTUAL Chapter Check-Ins may be scheduled in addition to the above meetings and workshops.

Meetings are virtual and in-person unless otherwise specified.

Our in-person location is listed on our website.

IN-PERSON LUNCH. Lunch purchases are to be made in advance during meeting registration. Additional lunches will not be available the day of the event. If you have dietary requirements, please contact president@cfcnigp.org at least one week in advance of the meeting day. We will meet them the best we can.

DECEMBER MEETING RECAP

2024 State of the Chapter and Winter Workshop



On Friday, December 6, 2024, Chapter Members joined us virtually for our Membership Meeting, State of the Chapter, and Winter Workshop. Our September Membership Meeting and Fall Workshop was rescheduled to December due to Hurricane Helene which made landfall in the Big Bend area of the Florida Gulf Coast as a Category 4 storm late in the evening of September 26, 2024.

Our Winter Workshop consisted of US House of Representative member Ric Keller presenting the leadership topics: Leadership Communications and Leading with Civility. Then Carrie Mathes, Orange County Government Procurement Division Manager II, enlightened us on how we can Expand our Sphere of Influence. Both presentations were well received.

Vice President Chris Coghill did a fantastic job presenting our 2024 State of the Chapter. Highlights included new members, acknowledgement of our Chapter Award recipients and NIGP Service by our members, and 2024 meeting and workshop recaps. Our three (3) year Strategic Plan— Utilizing Design Thinking was created in January. We had our first Committee Leadership Bootcamp with 23 members in attendance! The Chapter also provided Family Day at FunSpot America and Adult's Night Out at Pirate Dinner Adventure.

The Chapter hosted seven (7) Professional Development classes and provided fifty (50) members Professional Development Scholarship Awards! We celebrated new CPPB/CPPO Certifications and NIGP-CPP Certifications and our 8 mentees and 8 mentors.

Our 25th Reverse Trade Show and 1st Trade Show was a success with over \$44,500 in profit at the DoubleTree by Hilton at SeaWorld Hotel! Approximately 30 agencies participated and 357 vendor representatives registered to attend! We had 6 Diamond Sponsors that had Trade Show Tables, 7 Gold Sponsors, and 20 Silver Sponsors!

At NIGP FORUM, our chapter accomplishments and excellence of professionalism and development opportunities were recognized with the 2024 Platinum Performance Standard Seal and the Outstanding Chapter Professional Development Award!

Thank you to all of our members!

***It is your support and dedication that makes this
Chapter a success!***

Tabatha Freedman

Tabatha Freedman

MBA, NIGP-CPP, CPPO, CPPB

CFC NIGP President

president@cfcnigp.org



PROGRAMMING COMMITTEE MESSAGE

2025 January Chapter Meeting

Friday, January 31, 2025, 10:00 AM—2:00 PM

Renaissance Senior Center, Venetian Ballroom
3800 S Econlockhatchee Trl
Orlando, FL 32829

Committee Leadership Bootcamp — 10:00 AM

Committee Leadership Bootcamp is in-person at 10 AM before the Chapter Membership Meeting and Presentation. Members that sign up and attend the Committee Leadership will be registered for a free lunch that day!

Lunch—12:00 PM

Chapter Meeting and Presentation 12:30 PM—2:00 PM

Specification Writing by Carrie Roberts, Purchasing Director, Pasco County, FL.



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 are listed on our website.

IN-PERSON LUNCH. Lunch purchases are to be made in advance during meeting registration. Additional lunches will not be available the day of the event. If you have dietary requirements, please contact president@cfcnigp.org at least one week in advance of the meeting day. We will meet them the best we can.

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

SPRING WORKSHOP



March is Procurement Month!



The Central Florida Chapter of NIGP (CFC) Spring Workshop is on Friday, March 28, 2025 and we'd like you to attend!

Participants will have the opportunity to ask questions during each portion of the presentation. The Friday, March 28, 2025 Spring Workshop agenda is as follows:

- 9:00 – 9:15 Registration
- 9:15 – 9:45 Chapter business meeting
- 9:45 – 10:00 Break
- 10:00 – 12:00 Presentations
- 12:00 – 12:30 Lunch
- 12:30 – 2:30 Presentations

Registration will be open and available on our website at <https://www.cfcnigp.org/>.

All procurement professionals are welcome to attend. **Registration fee is \$20.00.** There are two options available, ***in-person and virtual***. If you plan to attend in-person, lunch will be provided as part of the registration fee.

Join us for Procurement month with NIGP Business Council members!

The topics may include Streamlining IT Procurement, Security Risks to your Organization, and Data Tracking Modernization. **Note:** *This is a tentative line up and is subject to change.*

The Spring Workshop is worth a maximum of four (4) contact hours.

Questions? Please contact us.

Chris Coghill, Vice President

vicepresident@cfcnigp.org

or

Tabatha Freedman, President

president@cfcnigp.org



JOIN US!

NIGP



Central Florida
Chapter

COMMITTEE LEADERSHIP BOOTCAMP



REGISTRATION

OPENS SOON!

Elevate your leadership! Join our Committee Leadership Bootcamp for impactful insights, growth, and collaborative excellence.

10 am FRIDAY

31ST

JANUARY 2025

Renaissance Senior Center
3800 S. Econlockhatchee Trail Orlando, FL

FREE LUNCH & LEARN OPPORTUNITY!!

SCHOLARSHIP APPLICATION MESSAGE

Hello Chapter Members,

Scholarship Application: A scholarship application is located on our website, Member Resources, Scholarships. This application for the 2024 years is for full members only, excluding administrative assistants. All [**scholarship applications and backup documentation**](#) must be submitted by **January 31st** annually in accordance with the application form. **LATE APPLICATIONS ARE NOT ACCEPTED. NO EXCEPTIONS.**

YOU MUST SIGN THE FORM, INK OR ELECTRONICALLY, AND SUBMIT BACK UP DOCUMENTATION WITH THE APPLICATION.

Membership and Meeting Attendance: To provide your paid membership and meeting attendance, log in to the website. From the home page, select from your name, Profile. Select the tabs under Histories. Provide with your application. As this is a new website, we have the membership list for 2023.

RTS Attendance: To provide your RTS attendance, log in to the website. Go to Member Resources, Scholarships. The 2024 RTS attendee list is available there. Provide the page with your name on it with your application.

Committee Lists: To provide your Committee engagement, log in to the website. Go to Member Resources, Committee List. Committee List for 2024, and the Internship/Externship and other episodic members are available there. Provide the page(s) with your name on it with your application.

Mentors and Mentees: Provide a copy of your signed application(s).

New or Renewed Certifications: Provide a copy(ies) of your certification(s).

Other: Provide backup documentation of attendance, payment, etc., or documentation as requested.

Contact me if you have any questions.

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.

The current Scholarship Log is posted on our website. Chapter members that have current scholarship funds are welcome to use them this year, until December 1st. After that, funds are available again on January 1st.

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

President

President@cfcnigp.org

P: 386-822



RONALD MCDONALD HOUSE THANK YOU LETTER



Keeping families close

RONALD MCDONALD HOUSE CHARITIES® OF CENTRAL FLORIDA, INC.

1030 North Orange Avenue, Suite 105 • Orlando, Florida 32801

Phone: 407.206.0957 • Fax: 407.581.0434

www.rmhccf.org

December 9, 2024

Tabatha Freedman
123 W Indiana Ave
Suite 302
Deland, FL 32720-4615

Dear Tabatha,

First, thank you for your very generous gift of \$4,000.00 to Ronald McDonald House Charities of Central Florida. It is my pleasure to welcome you into the *Cornerstone Society*, our elite group of donors who contribute \$1,000 or more annually. The *Cornerstone Society* is a giving society we formed to bring together a community of individuals who care deeply about children in medical crisis and giving comfort and hope to the families who walk through our doors every day.

Your donation will impact the families who stay at our Houses, such as the DeLaToree Family:

"When we arrived we were immediately received like family. We were given a tour and settled in smoothly. RMH's staff hospitality is incredible. The support and love really helped us through. Both the families and the staff were great. It was a humbling experience and also helped us not feel alone. Also, the volunteers who brought us meals were so supportive. The relationship we built and the support we received from the other families, RMH staff ...the prayers we received from staff, friends and volunteers, also meant the world to us." – DeLa Toree Family

Since opening our first house in 1996, Ronald McDonald House Charities of Central Florida is still keeping families close. It is because of your support, that we are able to provide comfort and care to so many children and families in their time of need. Throughout the year, we will update you about how you have helped make a difference in our families' lives and send out special invitations for our events. Thank you for inspiring others through your membership in the *Cornerstone Society*.

With appreciation,

Jarrod Daab
Chief Development Officer
jdaab@rmhccf.org

Wow! Thank you so much, Tabatha, for this incredibly generous support of our families and for all you do.

Did you know RMHCCF can now accept planned gifts from wills and living trusts? Contact us anytime to join our group of legacy donors who, like you, believe that every family deserves to be close to their child in medical crisis.

The Ronald McDonald House Charities of Central Florida, Inc. is a not for profit organization under 501(C)(3). In accordance with the Solicitation of Contributions Act, Chapter 496, Florida Statutes, the Ronald McDonald House Charities has been issued registration number CH5680. No goods or services were provided to you in consideration of this gift. A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE 1-800-435-7352 WITHIN THE STATE. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE.



TOP-TIER EQUIPMENT & SOLUTIONS FOR GOVERNMENT AGENCIES

On a national, state or local level, United Rentals supports government agencies with top-tier equipment, solutions and a team of experts to get the job done. We hold Choice Partners Contract #22/0525G-03, Sourcewell Contract #040924-URI, E&I Master Agreement #CNR01438, NASPO ValuePoint Contract #41156, HGAC Buy Contract #RN11-19 and Public Promise Procurement Contract #240153-RFP. Let us be your partner in all of your procurement needs.

800.UR.RENTS | [UnitedRentals.com](https://www.UnitedRentals.com)

UNITED RENTALS
NATIONAL COOPERATIVE
CONTRACT OFFERINGS



CHOICE PARTNERS



SOURCEWELL



E & I



NASPO



HGAC



PUBLIC PROMISE
PROCUREMENT

REVERSE TRADE SHOW RECAP – Gold Sponsor



Central Florida's Leading Business for Government Surplus Auctions

About Us:

- Central Florida Facility
- On-site & Off-Site Auctions
- Fastest/Easiest/Widest variety of Auction Services Provided
- Mobile Auction posting App
- The Largest Central Florida based On-Line Government Surplus Auction Company
- In business for 26+ years in Northwest Orange County
- 70+ Government Agencies
- Counties
- School Boards
- Sheriff Offices
- Electric Companies
- Cities and Towns
- Private Companies ranging from Small Businesses to Fortune 100 Corporations



George Gideon Auctioneers Offers:

- Title work: we are a registered Dealer with the State of Florida and handle all title work, reducing your liability
- Advertising, Selling and Collecting payment for your Surplus
- Collecting and remitting State of Florida Sales Tax
- Handling of Bidder questions/ inquiries about your items and Auction procedure
- Photographing & cataloging items, uploading information to our website and creating Auctions
- Multiple Government contracts to piggyback

Transport



George Gideon Auctioneers offers the following methods to transport your items to our facility, as requested:

- (2) 48' Freight Trailers
- 50' Landoll Trailer
- 16' Box Truck w/Lift Gate
- Multiple Rollback Tow Trucks
- Heavy Haul Wreckers

Accounting



- Auction sales reports can be completed with variable criteria based upon your needs
- You can view buyer payments in real time online
- Auction sales reports can be accessed online anytime

Mobile Auction Posting App



- Allows for uploading of item descriptions and pictures on the go at any location with Wi-Fi or Mobile service
- Is compatible with iPhone, Android, and most smart phones
- Data is automatically uploaded to our server
- Takes as little as 30 seconds to catalog and photograph an item
- Easiest to use system on the market
- Accessible through desktops, tablets, and mobile phones
- Protected by SSL and is a cloud-based system, so even if your computer gets destroyed the uploaded data is saved



REVERSE TRADE SHOW RECAP – Silver Sponsors



GOVERNMENT SERVICES
ROOFING, SOLAR, HVAC

GOVERNMENT SERVICES

- Design Build
- Re-Roofing
- Emergency Repairs
- Waterproofing
- Maintenance
- Coatings and Restoration
- Sheet Metal
- Air Conditioning
- Solar Energy
- Lightning Protection
- Roof Asset Management



AVAILABLE STATEWIDE

LIC # CCC024413

Fort Lauderdale Miami Jupiter / Palm Beach Fort Myers / Naples
Tampa / St.Pete St. Augustine / Jacksonville Sanford/ Orlando



ADVANCED ROOFING INC. CAN PROVIDE GOVERNMENT AGENCIES WITH PROFESSIONAL COMMERCIAL ROOFING, HVAC, AND SOLAR ENERGY SERVICES THROUGH CO-OP PURCHASING AND PIGGYBACKING ON TERM CONTRACTS.

Advanced Roofing has over three decades of experience working with Florida's local, state, and federal government agencies. We can perform work for any agency using cooperative purchasing contracts and piggybacking off our existing term contracts. It's our mission to work closely with your facility management team to quickly and safely perform work on your building without disruptions to operations. Whether it is emergency repairs, re-roofing, maintenance, HVAC, or solar energy, we provide you with a cost-effective solution that will satisfy your needs.

1-800-638-6869

www.AdvancedRoofing.com



Building The World's Best Portable Pump Solutions



Contract# FSA23-EQU21.0: Equipment
Group: Pump: Mobile Pump
Item# 310

BBA Pumps North America provides portable pumps for sewage bypass and dewatering, lift stations, stormwater, and flood control applications.

Scan the QR code to learn more about us.



BBA Pumps Inc. 7222 Cross Park Drive • SC 29418 843-849-3676 • www.bbapumpsusa.com

UniformWIZARD



EVERYTHING IN UNIFORMS & EMBROIDERY

Industries We Service

Hotels ~ Restaurants ~ Schools
Healthcare ~ Corporate ~ Military and more

Services We Offer

Business Apparel ~ Chef Apparel ~ Sport Team Apparel
Workwear ~ Safety Products and more

Personalized Embroidery & Screen Printing

We Offer Custom Online Stores

www.uniformwizard.com

407-847-8888

Hablamos Espanol

1424 Hamlin Avenue Suite F Saint Cloud FL 34771



Cyndee Woolley, APR
cyndee@c2-com.com
(239) 571-3174
www.C2-com.com



Your Partner in Outreach & Engagement

C2 Communications works with government agencies to design and implement community education and outreach efforts. Our team has provided support for initiatives such as improving recycling rates, construction project updates, and crisis communications events including Hurricane Irma (2017) and Hurricane Ian (2022).

Differentiators

- 24 years of experience helping government and corporate partners connect with the communities they serve.
- Integrated communications plans that leverage traditional media, digital and social channels.
- Clear, concise messaging to engage key stakeholders.
- Authentic and expert situational analysis with straightforward recommendations.



Greetings all!

The Scholarship Application for 2024 is available on our website under Member Resources, Scholarships. Signed applications and backup documentation is due by January 31, 2025. Please send the applications and documentation in one file to: scholarship@cfcnigp.org.

****** Important Note: Late applications are not accepted.*****

2024 scholarship points will be added to your accounts by March 2025. Redemption forms for 2025 will be accepted again beginning February 1, 2025.

Chris Coghill

Chris Coghill, NIGP-CPP, CPPO, CPPB
CFC NIGP Vice President



PRO-D RAFFLE UPDATES – NIGP FORUM & CLASSES

The Chapter will hold raffles in February and March for NIGP VCON, NIGP FORUM IN-PERSON , and NIGP FORUM VIRTUAL opportunities.

To participate in the raffles, you must have entered the online surveys or events. Terms and conditions apply to the opportunities.

The Free **NIGP VCON** is a Virtual class opportunity held April 29 - May 1, 2025. Last year this was worth approximately 19 hours. (minimum of TEN spots available)

The **FREE 2025 NIGP FORUM In-Person FULL conference registration** includes hotel (5 nights), airfare, and conference registration to the NIGP FORUM 2025 located in Denver, CO on July 27—30, 2025. **(TWO spots available)** Approximate value is \$3,000.

The **Free 2025 NIGP FORUM Virtual FULL** conference registration.
Value is approximately \$299.00 (minimum of TEN spots available)

The committee and any episodic committee members will convened virtually to selected the potential winners using www.wheelofnames.com for the Free **In-Person 2025 NIGP FORUM** selection and <https://www.gigacalculator.com/randomizers/random-name-picker.php> (or similar) for the Free **Virtual NIGP VCON and NIGP FORUM** selections.

Save the Date: March 28, 2025
#cfcnigpWinners2025

Thank you,

Tabatha Freedman

Tabatha Freedman, MBA, NIGP-CPP, CPPO, CPPB

President

E: tfreedman@volusia.org

P: 386-822-5702



Winners will be announced at the March 28, 2025 Chapter Meeting!

2025 Florida Legislative Regular Session Dates

In 2025, the Florida State Legislature is scheduled to convene on March 4 and adjourn on May 2.

- ♦ 8/2/2024, Deadline for filing claim bills (Senate Rule 4.81(2)).
- ♦ 1/24/2025, 5:00 p.m. — All requests for drafts of general bills, memorials, and joint resolutions, including requests for companion bills, must be submitted.
- ♦ 2/28/2025, 5:00 p.m. — All drafts of general bills, memorials, and joint resolutions, including drafts for companion bills, must be approved to file in final form.
- ♦ 3/4/ 2025, Regular Session convenes (Article III, section 3(b), State Constitution). 12:00 noon, deadline for filing bills for introduction (Senate Rule 3.7(1)).
- ♦ 4/19/2025, Motion to reconsider made and considered the same day (Senate Rule 6.4(4)).
- ♦ All bills are immediately certified (Senate Rule 6.8).
- ♦ 4/22/2025, 50th day – Last day for regularly scheduled committee meetings (Senate Rule 2.9(2)).
- ♦ 5/2/025, 60th day – Last day of Regular Session (Article III, section 3(d), State Constitution).

Keep an eye out for relevant bills that may impact procurement practices in our March newsletter. Interested in following the Bills—Visit: [Bill List - The Florida Senate](#)



Committee: Fatima F Calkins, Millie Medina, and Heidee Santiago-Rullan

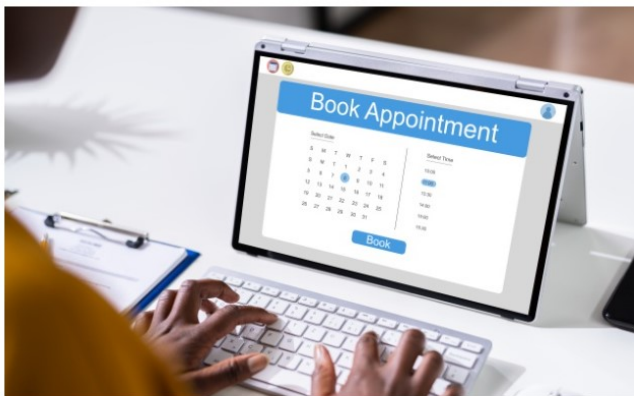
UPPCC CERTIFICATION

C P P B / C P P O S T U D Y G R O U P 2 0 2 5



UPCOMING EXAM SCHEDULE

The CPPO & CPPB certification exams are available twice a year on the months/days shown below, unless a specific date is listed. All deadlines are at 11:59 p.m. ET US on the dates specified.



May Testing Window: May 1-15

Application Opens:

Nov 8

Application Deadline:

Mar 3

Late App Window Deadline:

Mar 3

Schedule Exam By:

Mar 31

October Testing Window: October 17-31

Application Opens:

May 27

Application Deadline:

Aug 19

Late App Window Deadline:

Sep 2

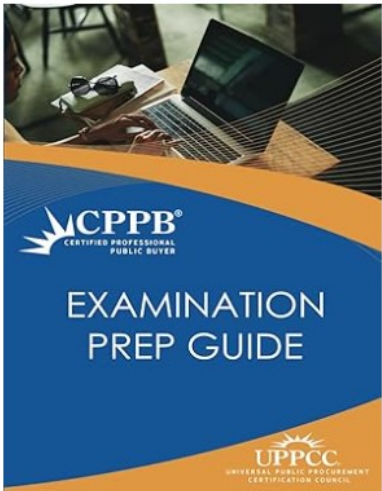
Schedule Exam By:

Sep 16

The virtual CPPB/CPPO Study Group will resume on January 23, 2025. Meetings will be held every Thursday from 11:00am - Noon with the exception of February 20, due to NIGP Leadership Summit. Registration is available under upcoming events at www.cfcnigp.org. If you have questions please contact Heather Beaudry at cfcstudygroup@cfcnigp.org.



**New CPPB Examination
Prep Guide available on
Amazon!**



CPPB EXAMINATION PREP GUIDE Paperback – May 28, 2024

by Universal Public Procurement Certification Council (Author) \$49⁰⁰

#1 New Release in Study Guides [See all formats and editions](#)

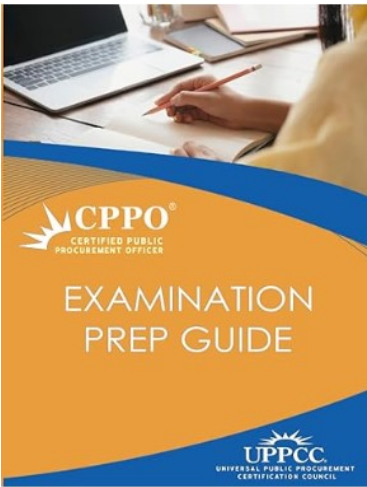
CPPB Examination Prep Guide by Universal Public Procurement Certification Council
This prep guide is designed specifically for the Certified Professional Public Buyer (CPPB) certification program offered by the Universal Public Procurement Certification Council (UPPCC). It is the **ONLY** CPPB Prep Guide approved by the UPPCC. The CPPB exam is based on the current UPPCC Body of Knowledge & Competency (BoK-C) which can be found at www.uppcc.org.

[Report an issue with this product or seller](#)

Print length	Language	Publication date	Dimensions	ISBN-13
220 pages	English	May 28, 2024	8.5 x 0.5 x 11 inches	979-8326923981



New CPPO Examination
Prep Guide available on
Amazon!



CPPO Examination Prep Guide Paperback – July 6, 2024

by Universal Public Procurement Certification Council (Author) \$39⁰⁰

[See all formats and editions](#)

CPPO Examination Prep Guide by Universal Public Procurement Certification Council

This prep guide is designed specifically for the Certified Public Procurement Officer (CPPO) certification program offered by the Universal Public Procurement Certification Council (UPPCC). It is the ONLY CPPO Prep Guide approved by the UPPCC. The CPPO exam is based on the current UPPCC Body of Knowledge & Competency (BoK-C) which can be found at www.uppcc.org.

 [Report an issue with this product or seller](#)

Print length



230 pages

Language



English

Publication date



July 6, 2024

Dimensions



8.5 x 0.52 x 11
inches

ISBN-13



979-8328354530

UPPCC CERTIFICATION



CFC-NIGP

CPPO/CPPB PREP GUIDES AND COURSES

CPPO and CPPB Prep Courses

- NIGP's CPPO and CPPB Prep Courses provide a review of key topics identified in the 2021 UPPCC Body of Knowledge and Competency.
- The Prep Courses help you to assess your strengths and weaknesses as they relate to the subject matter.
- Available in-person or virtually
- Course registration **includes** a hard copy of the Prep Guide with an in-person Prep Course registration or a digital copy for an online course registration.
- Addresses all six domains of the Body of Knowledge and Competency.
- Describes the testing environment for the certification examinations.
- Explains the various methods of study that will help prepare for the examination.

[REGISTER FOR A CPPO PREP COURSE](#)

[REGISTER FOR A CPPB PREP COURSE](#)

CPPO and CPPB Exam Study Tools

CPPO/CPPB PREP GUIDES AND COURSES

CPPO AND CPPB ONLINE ASSESSMENT TOOLS

These tools offer convenient 24/7 access starting the day you register and can help you get comfortable navigating computer-generated exams. These tools test your strengths and weaknesses within the Universal Public Procurement Certification Council (UPPCC) Body of Knowledge and Competency (BoK-C) and align with the six domains covered in the CPPO and CPPB BoK-C Exams.

Disclaimer: The questions on these assessments ARE NOT found on the Universal Public Procurement Certification Council (UPPCC) Certification Exam. These questions simulate the format and types of questions asked and are intended as a study aid to review subject matter relevant to the UPPCC Body of Knowledge and Competency. Using an assessment tool does not guarantee a passing grade on the UPPCC Certification Exam.

FEE
\$98

[Purchase CPPO Tool](#)
[Purchase CPPB Tool](#)

If you have previously purchased one of the online assessment tools and want to purchase it again, please call Customer Care at 1-800-367-6447.



The UPPCC Board of Directors is pleased to announce approval of a new eligibility option for the Certified Public Procurement Officer (CPPO) Certification Program. Given the significant number of highly competent professionals at the Officer level who do not have a bachelor’s degree or higher, UPPCC recognized the need for an alternative option for CPPO certification for these experienced professionals. The new eligibility option is shown below as Option Two with Option One being the existing option. This change will take effect starting with the Fall 2024 exam window.

The logo for the Certified Public Procurement Officer (CPPO) program features a stylized sunburst icon above the acronym "CPPO" in a bold, blue, sans-serif font, with the full name "CERTIFIED PUBLIC PROCUREMENT OFFICER" in a smaller font below it.	
Option One	Option Two
• Bachelor’s degree or higher earned from an accredited institution of higher learning • 5 years of procurement experience within the previous 10 years from the applications submission date of which a minimum of 3 years is in a management or supervisory position. A minimum of 50% of the required years of experience must be in public sector (remaining experience may be from either public or private sector), and • 96 contact hours of procurement-related coursework/training completed within the previous 10 years from the applications submission date.	• No Degree Required • Active CPPB Certification • 10 years of procurement experience within the previous 15 years from the applications submission date of which a minimum of 6 years is in a management or supervisory position. A minimum of 50% of the required years of experience must be in public sector (remaining experience may be from either public or private sector), and • 96 contact hours of procurement-related coursework/training completed within the previous 10 years from the applications submission date.

CPPB/CPPO STUDY GROUP

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>

Recommended UPPCC Exam Prep Timeline

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.	6 Months Before Exam Assess where you are
Choose NIGP courses to fill your knowledge gap. NIGP's coursework aligns with the UPPCC's body of knowledge by domain. VIEW BOK-C ALIGNMENT	5 Months Before Exam Review BOK and Choose Courses
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. VIEW CPPO COURSES VIEW CPPB COURSES	4 Months Before Exam Take a Prep Course
Now that you know your strengths and weakness, 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. READ STUDY GUIDE	3 Months Before Exam Study
Take the online assessment tool again to see where you have made progress and which areas still need development.	2 Months Before Exam Re-assess
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.	1 Month Before Exam Personal Study Time

INTERNSHIP/EXTERNSHIP COMMITTEE UPDATE

A Happy New Year to all my fellow Chapter members!! Each of us in the procurement and contracting profession takes pride in the roles we perform every workday. In reflecting on the job path each of us took to attain the position we presently hold in our respective agencies; it is just as important to offer opportunities and outreach efforts for others who may be early in their career or preparing to soon enter the workforce from the collegiate ranks. One of my goals of this Chapter's Internship/Externship Committee is to help relatively inexperienced individuals to become familiar with, and to generate interest in, this public sector purchasing and contracting field. Base level positions in this profession too often require prior work experience in addition to an educational degree. One recruiting approach to consider is to reach out to the college student population to create general awareness of the variety of roles that exist in the public sector environment, and specifically in the purchasing and contracting field, as well as what type of work experience that may lead to these positions. To this end, there are opportunities that every agency can participate in to make a contributive difference.

As I've certainly mentioned previously, during each semester break throughout the year, the University of Central Florida sponsors the **Knight Shadow** program, and seeks employers to host one or more students in a one-day job shadow event. UCF offers this event to be in a virtual format, however students able to attend this career-based externship experience in an in-person format is far more impactful. Having hosted this event in-person to numerous students over the past several years, I personally can attest it is a highly informative experience for the students.

The Spring 2025 Knight Shadow session is scheduled for March 18th and 19th and provides an agency to host one or more students for either (or both) of those days. **Employer/Host registration closes on January 29, 2025.** Student registration opens on February 5th. UCF's Experiential Learning department handles the employer/student matching and orientation steps. As a host, you are welcome to create your day's event as you wish, which may include example activities such as observing operations, worksite tours, joining in staff meetings, providing information interviews, etc. If your agency is able to host several students, it typically provides a more interactive and collaborative experience. Whether the agency is able to host one or more students, each student will undoubtedly leave with gratitude for your hosting and come away with an increased awareness of the purchasing and contracting field that in turn may generate a future career interest for them. This type of job shadowing program provides an excellent opportunity for our Chapter membership in its future recruiting efforts.

These **Knight Shadow** events are offered to employers and organizations in the central Florida region and offer real-life experiences in creating awareness of potential career paths for students as they prepare to enter the workforce. To learn more about this program, including timeline, tips, and suggestions for structuring your job shadow opportunity, visit UCF's Experiential Learning website for additional information. <https://academicsuccess.ucf.edu/explearning/students/ucf-job-shadow/>.

If any Chapter member is interested in hosting a one-day **Knight Shadow** event, please contact John Schmidt, at 407-685-5822, or John.Schmidt@occc.net for more information and registration assistance.

Respectfully submitted,

John Schmidt

Chair, Internship/Externship Committee



INTERNSHIP/EXTERNSHIP COMMITTEE UPDATE



University of Central Florida (UCF) Career Services and Experiential Learning is pleased to invite you to recruit on our campus at the **Spring 2025 Internship & Career Expo** on **Thursday, February 6, 2025 from 12:30 PM to 4:30 PM** in the **Addition Financial Arena**.

Yes – you read that right! This is your one-stop-shop to recruit for internship and full-time opportunities!

WHY RECRUIT AT UCF? UCF is an emerging preeminent research university located in metropolitan Orlando, one of the most popular regions in the world. With more than **69,000 students**, UCF is the largest university by enrollment in Florida and one of the largest universities in the nation.

- UCF is the largest university by enrollment in Florida with **69,320** students
- **More than 20%** are [first-generation college students](#)
- **50.7%** of UCF's students are a member of a traditionally underrepresented group
- We offer **240** degree programs across **13** different colleges
- UCF ranks second in Florida with **346** National Merit Scholars enrolled.
- UCF is proud to be a [Hispanic Serving Institution \(HSI\)](#), with a **29.2%** Hispanic student population

Source: <https://www.ucf.edu/about-ucf/facts/>

This university-wide event is **open to all UCF undergraduate and graduate students from all majors**.

Attendance at our last event exceeded 4,000 students and alumni seeking internships as well as full-time professional positions.

The Central Florida Chapter needs one (1) additional volunteer to join the fun at the UCF Spring 2025 Internship & Career Expo in the Addition Financial Arena on Thursday, February 6, 2025, 12:30 PM to 4:30 PM.

This is your opportunity to advocated for the procurement profession!

TO REPRESENT THE CHAPTER, CONTACT JOHN SCHMIDT AT john.schmidt@occc.net.

UNIVERSITY OF CENTRAL FLORIDA

COMMUNITY INVOLVEMENT UPDATES

Hello Chapter Members!

The chapter is always looking for ways to give back to the community. If you have any service events or charities you'd like us to consider, please contact Arima Santana at santanaar@seminolestate.edu or (407) 708-2174.

Thank you for your continued support and involvement.

Arima Santana

(407) 708-2174

santanaar@seminolestate.edu.



Donation Receipt

DONATION RECEIPT

(Please print clearly so form can be returned to you timely)

Donated by:			
Agency:			
Email:			
Donated to: (list charity)			
Type of donation:			
Value:			
** AREA BELOW FOR COMMITTEE CHAIRS USE ONLY **			
COMMUNITY SERVICES CHAIR			
Approved by / Date			
SCHOLARSHIP CHAIR			
Accepted by / Logged / Date:			
<i>Not eligible for scholarship points unless signed by Community Services & Scholarship Chairs</i>			
Thank you for your generosity. We appreciate your support!			

CERTIFICATION SUPPORT

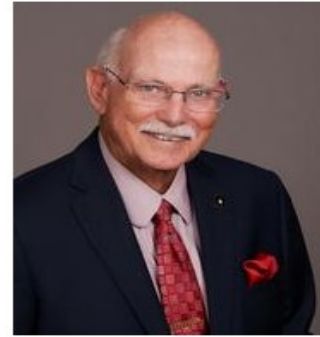
Question of the Day by David Nash

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/>

Your Facilitator



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



MENTORING OPPORTUNITIES

Join the NIGP Mentoring Program – Invest in Your Professional Growth!

I'm excited to share an incredible opportunity for professional growth and development: the CFC-NIGP Mentoring Program! Whether you're a seasoned procurement professional looking to give back or someone seeking guidance to navigate your career, this program offers a valuable chance to connect, learn, and grow. As a proud participant and mentor since 2011, I've seen firsthand how the program fosters meaningful relationships and creates a supportive environment for skill-building, problem-solving, and career advancement.

Why Join the Mentoring Program?

For Mentees: Gain insights from experienced professionals, expand your network, and receive personalized guidance to help you achieve your career goals.

For Mentors: Share your expertise, give back to the profession, and grow as a leader while building lasting professional relationships.



Are you interested in participating in the 2025 Mentoring Program?

Contact Info: Fatima F Calkins at FCalkins@goaaa.org

LEADERSHIP DEVELOPMENT

NIGP Mastermind Program

THE NIGP MASTERMIND PROGRAM

Fall 2024 and Spring 2025

NIGP's newest offering, The Mastermind Program, allows for targeted study of various leadership concepts in peer-to-peer learning environments. Grounded in leadership expert John Maxwell's teachings, these eight offerings are taught by procurement professionals and earn participants a Maxwell Leadership Certificate.

Each Mastermind topic provides unique opportunities for leaders to share expertise and experiences, and put new concepts into practice through activities and discussion.

The Mastermind Program is recommended for NIGP Members that are mid to senior procurement leaders.



Lourdes Coss, MPA, NIGP-CPP, CPPO

FACILITATOR - [View Bio](#)



Register for the February 26, 2025 Course

Take your team to the next level by empowering them to take on leadership roles within your organization.

[Register ↗](#)



Register for the March 26, 2025 Course

Elevate your performance: discover techniques for achieving greatness as an individual and as part of a team.

[Register ↗](#)



Register for the May 8, 2025 Course
[Register](#)

Transform your leadership style: learn to coach and inspire others to achieve results.

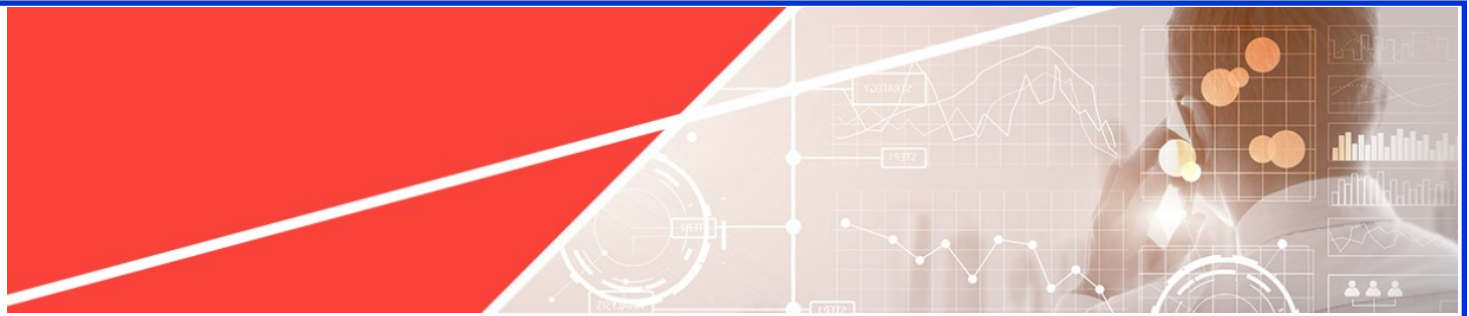
[Register ↗](#)



Register for the May 14, 2025 Course

Discover the secrets to building a lasting legacy through effective leadership.

[Register ↗](#)



LATEST TRENDS AND INFORMATION IMPACTING THE PROFESSION

Webinars

You asked for more content, and we listened.

Our webinars, always free to members, provide valuable learning on hot topics in procurement, helping you stay informed.

- **60% increase in content**, means more contact hours to meet your professional learning goals
- **Snack-sized learning** to fit all schedules
- Topics geared to learners at all levels
- Designed to complement other NIGP learning resources

JAN 21	Webinar - NIGP Certified Procurement Professional: Connecting Certification to Your Learning and Career Aspirations Webinar	JAN 23	Webinar - Refresh and Renew: Leveraging Collaboration and Networks for a Better 2025 Webinar
JAN 28	Webinar - NIGP Member Orientation Webinar	JAN 29	Webinar - Manage Your Solicitation like a Project Manager: Optimizing Procurement Processes for Efficiency and Success Webinar
JAN 30	Webinar - Public Procurement 2025: Key Trends Shaping the Future Webinar	FEB 13	Webinar - The Missing Link: Unlocking Procurement with Request Management Automation Webinar
FEB 25	Webinar - NIGP Certified Procurement Professional: Connecting Certification to Your Learning and Career Aspirations Webinar	FEB 27	Webinar - Putting the Pieces in Place: Solving the Puzzle of Connecting Supplier Evaluations, Scorecards and Ratings Webinar
APR 22	Webinar - NIGP Member Orientation Webinar	JUL 8	Webinar - NIGP Member Orientation Webinar
OCT 14	Webinar - NIGP Member Orientation Webinar		

Webinars are...

\$0

Complimentary to MEMBERS

\$195

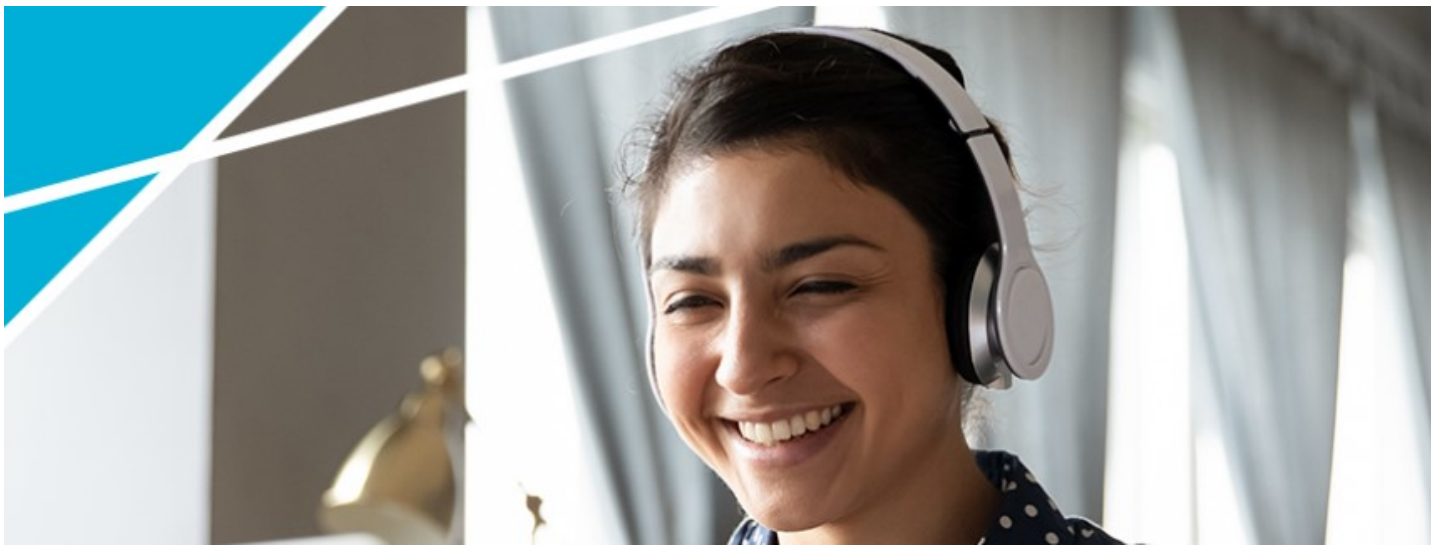
Non-Members

90

Minutes (60-70 minutes of presentation with time for Q&A)

1

Attendees receive one (1) contact hour per completed webinar they attend.



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.

Topic	
TECHNOLOGY	PROTESTS
SUSTAINABILITY	CYBERSECURITY
EVALUATION METHODS	FRAUD
LEADERSHIP	RELATIONSHIP MANAGEMENT
BENCHMARKING	NEGOTIATIONS
MARKET RESEARCH	REVERSE AUCTIONS
SPEND ANALYSIS	CERTIFICATION
COOPERATIVES	CONSTRUCTION
SPECIFICATIONS	AUDITS
UTILITIES	GASB/LEASE
BONDS	COVID-19
CFR 200/UNIFORM GRANT GUIDANCE/ UGG	RISK
BID	CONTENT CORNER



Dive into the dynamic world of public procurement with **RADIO NIGP**! Join a passionate community of procurement professionals sharing captivating stories, insightful expertise, and relevant discussions on today's hottest topics. Get ready to be informed, entertained, and inspired!

December 2024: Giving



This time of the year focuses on giving and reflecting on the spirit of generosity, selflessness, and bringing value to others—qualities central to the holiday's traditions. Public procurement professionals embody this characteristic daily by ensuring the responsible stewardship of public funds, delivering value to our communities, and fostering partnerships that benefit society. Just as Christmas encourages giving to enrich lives, procurement professionals give their expertise, creativity, and commitment to meet public needs and build a better future.

**Send Us Your Comments
& Questions**

radio@nigp.org

[Check it out at https://www.nigp.org/events/radio-nigp.](https://www.nigp.org/events/radio-nigp)

NIGP PROFESSIONAL DEVELOPMENT OPPORTUNITIES

New to Procurement!!!!

Earn your Public Procurement Associate Designation by taking these three (3) Core Certificate classes.

Three payment options, choose the one that works best for you.



On-Demand Bundle

On-Demand courses are pre-recorded to fit your schedule, you can work at your own pace, on your own time, there is no time limit (available 24/7)

Price:
Members: \$920 Non-Members: \$970

3-Week Intensive

3-week blended course consisting of on-demand courses and live Instructor sessions (that are date specific)

Price:
Members: \$1,250 Non-Members: \$1,350

Pay-As-You-Go

For maximum flexibility, register for individual Competencies or Core certificates. (Available On-Demand, Virtual Instructor-Led, and In-Person)

Total Price
(if taking 3 Core Certificate Courses)
Members: \$1,515 Non-Members: \$1,815
(if taking 11 Competency Modules)
Members: \$2,180 Non-members: \$3,235

Hosting a Seminar

Interested in hosting a virtual class? Contact Lisa Kesecker at (407)870-4622 with any further questions or to begin the seminar scheduling process. With a variety of classes to choose from, visit the NIGP website for course information at: NIGP.ORG

Do you want to start earning your Pathway's badges and certificates? Go to the NIGP's website and lookup the various classes so you can start earning your badges!

Contact: Lisa Kesecker, CPPB, Pro-D Chair
lisa.kesecker@osceolaschools.net

EDUCATIONAL OPPORTUNITIES

PROCUREMENT U AFFILIATE

NASPO



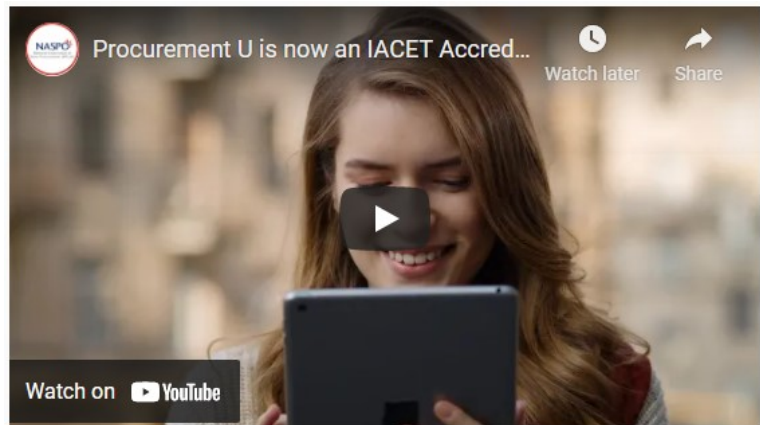
PROCUREMENT U FREE COURSES - GIVE BACK PROGRAM

Our Gift to You

Throughout the COVID-19 Pandemic, procurement professionals have led the way in procuring critical PPE and essential needs for state and local governments across the country during this unprecedented time. As a small token of our profound appreciation for everything you do, we are making ALL *Foundational Procurement* courses totally FREE.

This "Procurement U Gives Back" Program is also a celebration of a major milestone for Procurement U: we are now an IACET Accredited education provider! Watch the video to learn more about what this prestigious honor means for us, and for you.

Below are details on the changes happening right now as a part of our Give Back Program and how you can take advantage of this unparalleled offer. We encourage you to explore the opportunities available and check our website often, as we have even more new and exciting things coming soon. Enjoy!



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. This includes over 25 contact hours of online course instruction, completely free.

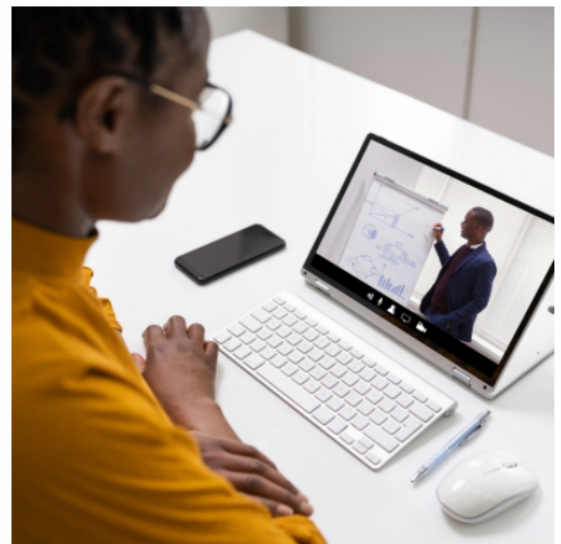
To enroll in one of these free courses, click the "Free Courses" button below, sign up or log in, and explore the catalog.

[FREE COURSES](#)

NEW! FREE WEBINAR RECORDINGS FOR CONTACT HOURS

Missed one of our webinars? No problem! In addition to all the free courses, we are also announcing a brand-new offering: free webinar recordings that are eligible for contact hours. Simply checkout a webinar recording that you did not get to experience live, pass the short quiz after the video, and you automatically receive a certificate of completion showing your earned contact hour(s). It's that easy to build hours towards certification, all completely free for everyone. Check back often as we add new webinar recordings throughout the year.

[FREE WEBINARS](#)



NIGP Leadership Summit 2025

In Person February 20 - 22, 2025
in Chicago, Illinois

<https://www.nigp.org/events/leadership-summit>

What to Expect at Leadership Summit 2025

Get ready for an extraordinary experience at Leadership Summit 2025, happening in vibrant Chicago from February 20-22! No matter where you are in your leadership journey, there's a program designed just for you.



IMPACT

For mid to senior-level procurement leaders, the Impact program dives into the most sought-after topics, enhancing the skills you need to excel in your role.

[Learn more ↗](#)



EDGE

For emerging leaders, the Edge program offers a transformative learning experience to elevate your leadership skills and potential.

[Learn more ↗](#)



ACADEMY

For NIGP Chapter Leaders, the Academy program focuses on strengthening chapter operations, increasing member engagement, and elevating member services.

[Learn more ↗](#)

Why Attend?

Developing your leadership skills is crucial for today's public procurement professionals. In an ever-evolving landscape, strong leadership is essential for navigating challenges, driving innovation, and achieving organizational goals. Here's what's new and exciting this year:

- **Focused Content:** Enjoy more time spent in individual cohorts, with targeted new content tailored to the needs of today's procurement leader.
- **Enhanced Networking:** Connect with other leaders through enriched networking opportunities.
- **Valuable Resources:** Access enhanced resources and takeaways both before and after the event.
- **Learning Journal:** We're bringing back the Learning Journal for easier notetaking and reflection.

STEP UP TO PUBLIC PROCUREMENT CERTIFICATION

NIGP Certified Procurement Professional (NIGP-CPP)



WHY ATTAIN YOUR NIGP-CPP

2,100+ approved NIGP-CPP candidates and counting....

When NIGP launched the NIGP Certified Procurement Professional (NIGP-CPP) certification, we knew from research that a competency-based certification for procurement leaders was need and wanted. And, we are very happy with the success of this certification. This is in no small part to the amazing group of professionals, volunteers, and subject matter experts who worked hard to elevate the work that each of you do by building a whole new way to get recognized for your competencies, skills, and abilities.

WHY EARN THE NIGP-CPP

NIGP-CPP is one of several ways a procurement professional can be publicly recognized for the achievement of competencies. The program is offered by NIGP - the leading public procurement association that serves as a trusted advisor to more than 2,600+ public agencies and 17,300 public procurement professionals throughout North America.

TOOLS TO HELP YOU PREPARE



Test Your Procurement Knowledge

Access the Personalized NIGP-CPP Assessment Tool

\$49 [Register Today >](#)



Purchase the Prep Guides

Available for Modules A and B in digital and print formats.

\$35 digital **\$45** hardcopy [Purchase >](#)



Take an Exam Prep Course

Register for a NIGP-CPP Exam Prep Course

\$195 [Register Today >](#)



Prep Community on NSite

Join the NIGP-CPP Prep Community to study with colleagues.

\$0 to Members [Join the NSite Community >](#)

For more information please visit: <https://www.nigp.org/certification/why-the-nigp-cpp>.

NIGP PATHWAYS

PERSONALIZED LEARNING FOR TODAY'S AGILE PROFESSIONAL

Get to Know Pathways

TOPIC:

Certification

Competency Module

Core Certificate

Designations

Digital Badge

Pathways

Specialization Certificate



Core Certificates



Designations

SPECIALIZATIONS



Learn more at <https://www.nigp.org/learning/what-is-pathways>.

DECEMBER MEETING MINUTES



Membership Meeting & Fall Workshop Minutes Friday, December 6, 2024

Start: 9:04 AM

Ended: 10:10 AM

Welcome – Tabatha Freedman, President

➤ Welcome Guests

- Myra White, Volusia County Schools
- Sheila Desinat, City of St. Cloud

Old Business

Secretary's Report and Approval of Previous Minutes – Nick Canjar

- Recap of Adults Night out at Pirates Dinner Adventure
 - 8 in attendance.
- Reminded members there was no September meeting and therefore the minutes that are up for approval are from the July 11, 2024 meeting.

Treasurer's Report – Sean Hynes

- Membership 2025
 - Primary Member must complete renewal.
 - If an administrative employee is completing the registration use the code "ADMINRENEW" to remove the \$40 fee for them.
 - Please do not use "add" button as it doesn't add appropriate contact information.
 - Reach out to Sean if you have any questions.
 - \$40 member fee for each member.

Approval of Consent Agenda to include:

- Approval of Previous Minutes from the July 11, 2024, Membership Meeting
- Approval of Bank Reconciliations from June, July, August, and September 2024
 - Motion to approve by Heidi Dotson, Seconded by Carrie Mathes
 - No Discussion
 - Motion Passed

Vice President's Report – Chris Coghill

- Programming Updates
 - Next Membership Meeting will be on January 31, 2025.
 - Carrie Roberts, Pasco County Procurement Director, will be speaking on writing specifications.
 - March Spring Workshop will feature the NIGP Business Council. The topics are being finalized.
 - Discussed Topics that will be presented at today's Fall Workshop
 - Leadership in the morning session presented by Honorable Ric Keller
 - Expanding Your Sphere of Influence in the afternoon session presented by Carrie Mathes, Orange County Government

DECEMBER MEETING MINUTES



CFC NIGP
Membership Meeting Minutes
Page 2 of 4

- Scholarship Updates
 - Scholarship deferment form is up to date as of 9:00am on December 4, 2024.
 - The scholarship redemption form cutoff date for 2024 was December 1, 2024.
 - Scholarship redemption forms will be accepted again in early 2025.
- Scholarship Deferment Survey
 - Due on December 15, 2024, at 11:59 PM.
 - Survey available on the chapter's website.

President's Report – Tabatha Freedman

- RTS
 - This was the first year the tradeshow was at a hotel and was our first tradeshow within our revers tradeshow.
 - Thank you to all agencies that participated.
 - \$44,500.00 was earned after expenses were deducted.
- Budget
 - Budget was provided via e-mail before the meeting.
 - Motion to divide up the Reverse Tradeshow as follows:
 - \$30,000.00 to scholarship fund
 - \$4,000.00 to Community Service Chairty (Ronald McDonald House)
 - \$10,000.00 to Professional Development (Pro-D) fund
 - A reminder that to apply for Professional Development scholarships members must be active. Being active equates to serving on a committee or task force, attending 2 chapter events in the past 12 months, and/or attending Reverse Tradeshow.
 - Request to combine foreign and Pro-D scholarship lines into one line item.
 - Request \$1,000.00 to purchase a new laptop for the chapter.
 - Andrew Kokitus voiced concern over the charity amount and provided the following modification suggestion:
 - \$2,500.00 to Ronald McDonald House
 - \$30,000.00 to Scholarship Fund
 - \$12,500.00 to Pro-D Fund
 - Andrew Kokitus wanted the funds raised from the Reverse Tradeshow to go back to the chapter members which led to his suggestion of \$2,500 to Ronald McDonald House.
 - Elise Burgess also recommended \$2,500.00 to Ronald McDonald House as there were other charities that were equally good.
 - Carrie Mathes inquired about how much the membership has voted to donate to past charities.
 - Tabatha Freedman noted that it was between \$1,000.00 - 12,000.00 depending on the year.
 - Katrina Ponzini shared that \$5,000.00 was donate dot Pet Alliance in 2023.
 - Chris Coghill shared that she sympathizes with everyone who helped the Reverse Tradeshow become a success and therefore raise the funds being discussed for donation. Chris went on to share a personal story of her experience at Ronald McDonald House. She believed it was more harmful to reduce the donations than to leave as it. She furthered that we keep the donation amount at \$4,000.00.
 - Jessica Waldron provided the suggestion of \$1,000.00 from Reverse Tradeshow

DECEMBER MEETING MINUTES



CFC NIGP
Membership Meeting Minutes
Page 3 of 4

- Funds and \$1,000.00 from the budget making the total donation \$4,000.00.
- Freddy Suarez furthered the discussion that we bump up the amount by \$1,000.00.
- A final revised motion was made as follows:
 - \$3,000.00 from Reverse Tradeshow Funds
 - \$1,000.00 from Budget
 - Grand Total of \$4,000.00.
 - Motion to approve again by Heidi Dotson and seconded by Fatima Calkins
 - 1 opposed
 - Motion Passes
- Discussion was held to add \$1,000.00 to purchase a new laptop for the chapter to assist with virtual meetings.
- Chris Coghill suggested that a laptop and a new owl be purchased together to ensure they are compatible.
- Tabatha Freedman noted that it would be approximately \$2,000.00 for both items.
- Sean Hynes provided information stating the owl was only between 3-3.5 years old and we should be getting at least 5 years' use out of it.
- Tabatha Freedman suggested that we replace the owl in the 2026 budget.
- Motion to approve the budget with the following revisions:
 - Add \$1,000.00 to the Technology fund
 - Add \$11,000 to the Pro-D fund
 - Motion to approve budget by Heidi Dotson and seconded by Fatima Calkins
 - Discussion
 - Carrie Mathes inquired if that would be enough for the technology fund.
 - Sean Hynes confirmed it would be.
 - Motion passes
- Pro-D Scholarship Awards
 - Leadership Summit
 - Congratulations to Herronda Mortimer, Senior Analyst for Seminole County for winning registration and airfare.
 - It was noted that hotel costs are not included but Herronda can use any available scholarship points for these costs.
- Buyer of the Year and Manager of the Year applications
 - Due at the end of January
- Committee Bootcamp
 - Will be held at 10:00am on 1/31/2025 before the Membership Meeting.
 - Free lunch if members attend the Committee Bootcamp in person.

New Business

- Committee/Task Force(s) – Updates from Chairs
 - Note: Volunteer positions are available please contact Tabatha Freedman to discuss opportunities.
- Community Service
 - Donation slips are available to those that donate to Ronald McDonald House.
 - Slips must be on file to include on scholarship application for 2024.
- Legislative
 - Fatima Calkins informed members that the next session starts in March 2024.
- Pro-D
 - Lisa Kesecker provided a list of classes currently scheduled.

DECEMBER MEETING MINUTES



CFC NIGP
Membership Meeting Minutes
Page 4 of 4

- Contact her if you would like to host a class.
- Study Groups
 - Nick Canjar, on behalf of Heather Beaudry, shared that the study group will be on hiatus until mid to late January.
 - Registration will be available in early January.
- Mentoring
 - Fatima Calkins noted that members can contact her if they are looking to be a mentor or if someone is looking for a mentor to be paired with.

Open Floor

- Recognition of New Certifications
 - Katrina Ponzini, CPCM
- Job Postings, Announcements, New Positions, Purchasing News
 - Carrie Mathes shared that Orange County Government has a Contracting Agent Position available that closes on 12/19/24.
 - Sean Hynes shared that Brevard Public Schools have a Procurement Agent Position open.
- 50/50 drawing was held.
 - \$80 was raised: \$40 went to the winner and \$40 went to the Ronald McDonald House.
 - Debra Feingold was the winner.
- Scholarship Application Reminder
 - Please be considerate when submitting your application and have all your documentation together.
 - Ramandeep Mann is the scholarship chair for 2025.

State of the Chapter

- Vice President Chris Coghill shared the 2024 State of the Chapter as part of the membership meeting.
- The presentation covered chapter events such as Family Day, Adults Night Out, Leadership Summit, FORUM, and the Reverse Tradeshow. It also addressed members who achieved CPPB, CPPO, and NIGP-CPP certifications in 2024.
- The presentation highlighted that we had over 100 new members in 2024.
- Mark your calendars for the reverse tradeshow scheduled for Friday, November 7, 2025, and Wednesday, November 4, 2026.

Chapter Meeting is Adjourned, 10:10 AM

- Motion to approve by Hedi Dotson, Seconded by Maria Green

JANUARY MEMBERSHIP MEETING AGENDA



Committee Boot Camp and Membership Meeting Agenda

January 31, 2025

Boot Camp @ 10:00 AM Membership Meeting @ 12 PM — 2:00 PM

10:00 AM Committee Boot Camp (in-person only)
11:45 AM Registration
12:00 PM Chapter Lunch
12:30 PM Chapter Business Meeting
1:00 PM Presentation

Meeting
LUNCH MENU

Box Lunch

Welcome – Tabatha Freedman, President

Introductions, Welcome Guests & Recognition of New Members

Old Business

Secretary's Report – Nick Canjar
Treasurer's Report – Sean Hynes
Membership 2025
Consent Agenda
Item 1: Minutes from Previous Meeting
Item 2: Bank Reconciliations
Vice President's Report – Chris Coghill
Programming Updates
Scholarship Updates
Scholarship Application
Scholarship Log
President's Report – Tabatha Freedman
Pro-D Scholarships
RTS
Buyer of the Year and Manager of the Year applications
Committees

New Business

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

2025 CHAPTER DATES

Committee Bootcamp
&
Membership Meeting
January 31st

Spring Workshop
March 28th

Membership Meeting
May 23rd

Membership Meeting
July 11th

Fall Workshop
September 19th

Reverse Trade Show
(RTS)
November 7th

Membership Meeting
&
State of the Chapter
December 5th

Chapter Meeting Is Adjourned