CENTER FOR GOVERNMENT SERVICES

“50th”
Annual Rutgers University
Public Purchasing Educational Forum
and Pre-Forum Seminar

Co-Sponsored by
Northern New Jersey NIGP
Southern New Jersey NIGP
New Jersey Association of
County Purchasing Officials

“Changes in Attitudes”
May 1 & 2, 2019

Pre-Forum Seminar
“Green Procurement Update”
April 30, 2019

Golden Nugget Hotel
Atlantic City
**AGENDA**

**WEDNESDAY, MAY 1, 2019**

7:30 – 8:30  
REGISTRATION/BREAKFAST/EXHIBITS

8:30 – 9:00  
WELCOME

9:00 – 10:00  
**KEYNOTE:**
P3: PUBLIC-PRIVATE PARTNERSHIPS  
Christopher Paladino, President  
New Brunswick Development Corporation (DEVCO)

10:00 – 11:00  
**CONCURRENT SESSIONS:**

PROPERTY/CASUALTY REQUIREMENTS FOR PUBLIC CONTRACTS  
Joseph Clark, Purchasing Manager, Ocean City  
Frank Covelli, Senior Vice President, Managing Director, PIA  
Robert S. Hoffmann, Administrator, Chatham Township  
Robert Shannon, Administrator, Wyckoff Township

MANAGEMENT SKILLS  
Tricia S. Nolfi, Ed.D., Assistant Professor  
Organizational Leadership, Rider University

ROLE OF THE PURCHASING AGENT IN CONSTRUCTION CONTRACTS  
Gerald Reiner, Purchasing Agent, Bergen County  
David Samuel, Managing Partner, CME Associates

11:00 – 11:30  
BREAK/VISIT EXHIBITS

11:30 – 12:30  
**CONCURRENT SESSIONS**  
Repeated from Above

12:30 - 1:30  
LUNCHEON/VISIT EXHIBITS

1:30 - 4:00  
**CONCURRENT SESSIONS (NOT REPEATED)**

LEGISLATIVE “SHOUT-OUT”  
Joseph Valenti, Chief, Local Management Services, DCA (Ret)

PUBLIC SCHOOL PURCHASING  
James Shoop, BA/PA, Passaic Board of Education (Ret)

3:00 – 3:30  
BREAK/VISIT EXHIBITS

**THURSDAY, MAY 2, 2019**

8:00 – 8:30  
REGISTRATION/BREAKFAST/EXHIBITS

8:30 – 9:30  
PLENARY SESSION:  
ETHICS IN THE PUBLIC SECTOR  
Tobey K. Sharding, Assistant Professor  
Institute for Ethical Leadership, Rutgers Business School

9:30 – 10:30  
**CONCURRENT SESSIONS:**

PAY TO PLAY: IMPLEMENTATION & APPLICATION  
Laura Paffenroth, Assistant County Counsel, Camden County  
Richard D. Trenk, Partner, McManimon, Scotland & Baumann  
Office of the State Comptroller Representative

DLGS UPDATES: ELECTRONIC PROCUREMENT, P3, CHANGED SITE CONDITIONS AND MORE  
Cynthia Lindsay, Assistant Director, DLGS, DCA  
Michele Meade, Procurement Specialist, DLGS, DCA

10:30 – 11:00  
BREAK/VISIT EXHIBITS

11:00 – 12:00  
**CONCURRENT SESSIONS**  
Repeated from Above

12:00 – 1:00  
LUNCHEON/VISIT EXHIBITS

1:00 – 3:00  
**PLENARY SESSION:**  
ELECTRONIC BIDDING  
Marc H. Pfeiffer, Bloustein Local Government Research Center  
Joseph Weber, JJW Consulting Services, Yardville

**AGENDA**

**WEDNESDAY, MAY 1, 2019 (cont’d.)**

3:30 – 4:30  
LEGISLATIVE “SHOUT-OUT” (continued)

4:30 – 5:30  
NETWORKING RECEPTION:  
“CHANGES IN ATTITUDES”
HANDOUTS
Handouts will not be distributed at the conference. Documents will be posted online at: http://cgs.rutgers.edu/publicpurchasing

REGISTRATION INFORMATION
A check or voucher must accompany the registration form, made payable to Rutgers, the State University of New Jersey. Send to the address noted on the registration form. Registrations received on the day of the Forum are assessed a $15 late fee. Withdrawal requests must be submitted in writing at least 2 business days before the Forum and will incur a $25 processing fee. Withdrawals will be refunded, minus the $25 fee. Failure to notify CGS within the time frame will result in forfeiture of all fees. There is a $25 fee for returned checks.

HOTEL INFORMATION
Accommodations
Overnight accommodations are available at the Golden Nugget Hotel, Huron Avenue & Brigantine Boulevard in Atlantic City, NJ, 08401 for $74 plus 13.9% Tax and $15 Resort/Tourism/Occupancy fee. Please contact the hotel directly at 1-800-777-8477 and select Option 3 to be connected with a Reservation Agent. To receive the discounted rate, advise the hotel that you are attending the Rutgers University Educational Forum & Seminar, (Group Code ARU19).

A credit card deposit equal to the first night’s stay of room and tax is required to guarantee individual reservations. The credit card will be charged for the room and tax at the time of the reservation. Purchase Order/Voucher reservation and billing instructions are available on our website: https://cgs.rutgers.edu/programs/publicpurchasing

The cut-off date for reservations within the block is Tuesday, April 16, 2019 at 5:00 PM. After that date, no reservation will be taken at the discounted group rate. Additional reservations will be accepted, based on availability, at the current hotel rate.

Cancellations are accepted up to 48 hours prior to arrival without penalty by calling the above telephone number, selecting Option 3. Ensure a cancellation confirmation is received from the agent.

Check in time is 4:00 PM, check out time is 12:00 NOON.

Parking
Self-parking is complimentary; valet parking is available at the daily rate of $10.

Directions
Atlantic City Expressway into the city. Take Exit 1 toward Convention Center/Marina/Brigantine. Merge onto Atlantic City Expressway Connector for 1 mile; stay straight onto ramp. Take ramp toward Trump Marina/Farley Marina. Merge onto Huron Avenue. Make U-turn at Castle Boulevard onto Huron Avenue.

REGISTRATION FORM
PAYMENT INFORMATION:
The registration fee is $350 for two days and $200 for one day attendance at the Educational Forum. The fee for the “Green Procurement Update” Seminar is $128, which is a separate event from the Forum. Mail registration form and payment to:

RUTGERS PUBLIC PURCHASING EDUCATIONAL FORUM
Center for Government Services
303 George Street, Suite 604
New Brunswick, NJ 08901-2020
or fax to 732/932-3586

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Check dates/fees:
Annual Public Purchasing Educational Forum:

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Pre-Forum Seminar: Green Procurement Update

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Check or voucher must accompany registration form. Make check or voucher payable to Rutgers, The State University of New Jersey. Mail to above address.

In accordance with University policies, credit card information is not accepted on registration forms. Students paying fees with a credit card must register online at: http://cgs.rutgers.edu. Click on the red “Register Now” button.

There is a $25 fee for course withdrawals and/or returned checks.
PRE-FORUM SEMINAR

GREEN PROCUREMENT UPDATE

Tuesday, April 30, 2019  3:00 - 6:00 PM
Golden Nugget Hotel, Huron Ave. & Brigantine Blvd., Atlantic City

Instructor: Susan Jacobucci, Administrator, Borough of Paulsboro

PP-2227-SP19-1  $128.00

This course discusses the philosophies behind the concept of green procurement, sustainability, and resource efficient procurement. The course explores the benefits of green procurement including, but not limited to, umbrella goals such as reducing the carbon footprint and more local realities such as reducing workers exposure to toxic materials, sustainability, recycling and disposal. Topics include Legal Considerations; What Green Can Do for You; Green Products, Services, Parts and Materials; and The Procurement Process. The course will also discuss the conflicts behind “Green Purchasing” and the “Local Public Contracts Law”.

DCA/DLGS has awarded 3 contact hours in “Green Purchasing” for the following certifications: CCFO, CMFO, CPWM, RMC, QPA. RPPO & RPPS certificate holders receive 3 credits in “Public Purchasing”. CRP certificate holders also receive 3 credits.

RUTGERS UNIVERSITY PUBLIC PURCHASING EDUCATIONAL FORUM PLANNING COMMITTEE

Gordon H. Ball, Jr., RPPO, CPPO, QPA - Executive Director, Southern New Jersey Chapter NIGP
Kathleen McKenzie Cupano - Assistant Director, Center for Government Services, Rutgers University
Ann V. Hartwick, RPPO, CCPO, QPA - Purchasing Agent, Middlesex County
Althea Headley, QPA, RPPO, MPA - Purchasing Agent, Irvington
Eileen Kuca, QPA, RPPS - Purchasing Agent, Wayne Township
Mary “Trish” Mooney, QPA, RPPO - Purchasing Agent, Atlantic City
Nicola Reid, QPA, RPPO - Purchasing Agent, Stafford Township
Laura M. Scutari, MPA, QPA, CCPO, RPPO - Director of Purchasing, Union County
Ann Marie B. Spagnola, MPA, QPA, RPPS - Administrative Specialist 4 - Procurement, State of NJ, Judiciary, Purchase & Property
Mary Louise Stanton, RPPO, CCPO, QPA - Purchasing Agent, County of Somerset (Retired)
Joseph Valenti - Bureau Chief, Local Management Services, DLGS, DCA (Retired)

NJ DEPARTMENT OF EDUCATION WAIVER

The NJ Department of Education has granted a waiver of the prohibition on overnight travel for school district travel expenditures, per NJSA 18A:11-12 and NJAC 6A:23A-7.11(c). Obtain a copy of the approval letter at: http://cgs.rutgers.edu/publicpurchasing