

**SUPPORT SERVICES COMMITTEE
PURCHASING AGENDA
APRIL 2, 2014**

I. New Business:

- A. Requesting authorization to attend annual SAMPO conference from May 7th to May 9th at the Fort William Henry.

II. Old Business:

None

RESOLUTION NO. 108 OF 2014

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SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- [X] In-State (needs Supervisory Committee authorization)
[] Out-Of State (needs Board resolution)

The Support Svcs Cmte hereby authorizes Julie Pacyna + Jason Shpur
(Supervisory Committee) (Employee Name)
to attend the Annual SAMPO Conference
(Name of meeting or organization)
at the Fort William Henry, Lake George, New York
(Address)
on 5/7-5/9/14. Mode of transportation to be used personal vehicles
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is not a county vehicle or mass transportation, please explain:
Conference is nearby so don't feel there is a need for County vehicle

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

[X] Notice of meeting or convention including cost. \$ 250.00 each for a total of \$500.00

For Overnight Travel

- [] Room rate \$ _____ GSA* Rate \$ _____
[] Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: 4/2/14

Julie C. Pacyna
Department Head Signature

Date: 4/2/14

Committee Chairman Signature

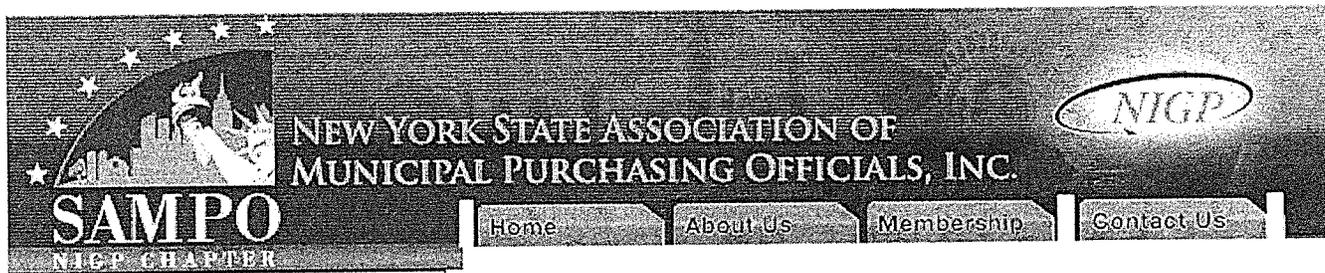
Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

[] REQUEST FOR USE OF FLEET VEHICLE

Filing Instructions:

- 1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to Commissioner of Administrative and Fiscal Services if credit card will be used.



SAMPO Members & Other
Attendees
Event Information

SAMPO MEMBERS:
To obtain any special member pricing, and so we may accurately track your participation you must be logged in. Click here to log in.

PLATINUM SPONSORSHIPS

Advanced Imaging Systems, Inc.
National Joint Powers Alliance
U.S. Communities Government Purchasing Alliance

GOLD SPONSORSHIP

LOWE'S COMPANIES
Red Wing Brands of America
TCPN
The Public Group

SAMPO MEMBERS & OTHER ATTENDEES REGISTRATION

Contact Information:

Company Name: _____

Contact Name: _____

Job Title: _____

Address: _____

Address (cont.): _____

City: _____

State:

ZIP Code: _____

Phone number: _____ ext. _____

Fax number: _____

E-Mail address: _____

Web Site address: _____

Begin web site address with http:// or https://

Other Registration Options:

Item	Price	Available	Qty
SAMPO Member - Full Conference	\$250.00	Unlimited	Login
SAMPO Member - Wednesday Only	\$150.00	Unlimited	Login
SAMPO Member - Thursday Only	\$150.00	Unlimited	Login
Non-Member Full Conference Registration (MUST work for Municipality, School or Government Agency)	\$350.00	Unlimited	
	\$250.00	Unlimited	

Non-Member - Wednesday only (MUST work for Municipality, School or Government Agency			
Non-Member - Thursday only (MUST work for Municipality, School or Government Agency	\$250.00	Unlimited	
Other NIGP Chapter Member - Full Conference	\$300.00	Unlimited	
Other NIGP Chapter Member - Wednesday Only	\$200.00	Unlimited	
Other NIGP Chapter Member - Thursday Only	\$200.00	Unlimited	
Spouse/Guest Registration	\$150.00	Unlimited	
Vendor - Non Exhibiting Full Conference	\$1,000.00	Unlimited	
SAMPO Member Friday Only	\$150.00	Unlimited	Login

To help us provide sufficient seating and materials for our sessions, please complete the form below. This is an informal survey and **your answers will not prevent you from attending any of the sessions offered.**

Attendance Survey:

	Will Attend	Might Attend	Probably Will Not Attend
01 Tuesday 6:00-8:00 pm Welcome Reception - Tankard Tavern	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
02 Wednesday 8:00-10:30 am Registration & Continental Breakfast - Towers Hall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
03 Wednesday 10:30-12 pm Vendor Class	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
04 Wednesday 10:30-12 pm Purchasing - For Beginners thru Intermediate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
05 Wednesday 10:30-12 pm Negotiation Strategies - Getting to a Win/Win	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
06 Wednesday 10:30-12 pm Prevailing Wage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
07 Wednesday 12-1:30 pm Business Lunch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
08 Wednesday 1:30-3:00 pm General Session - Trends and Pathways: What's the Direction of Purchasing for Local Government	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
09 Wednesday 3:05-3:40 pm Last Call for Vendors/Break/Vendor Prize Selection - Towers Hall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10 Wednesday 3:45-5:15 pm General Session - Marketing - The Value of Purchasing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10 Wednesday 7:00 pm Networking Function/Dinner Cruise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11 Thursday 8:00-9:00 am Breakfast	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12 Thursday 9:00-3:30 pm Registration	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

13 Thursday 9:00-10:30 am General Session - How to Thrive More and Struggle Less	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14 Thursday 10:45-12:15 pm TBA - Sergio Paneque	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15 Thursday 10:45-12:15 pm Responsibility vs Responsiveness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16 Thursday 10:45-12:15 pm Insurance Basics and All the Questions You Want Answered	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17 Thursday 10:45-12:15 pm Electronic Bidding	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
18 Thursday 12:30-2:00 pm Lunch - Guest Speaker	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
19 Thursday 2:00-3:30 pm GSA Contracts - All You Wanted to Know	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20 Thursday 2:00-3:30 pm Critical Provisions to Include in a Bid Specification	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
21 Thursday 2:00-3:30 pm Intermediate Insurance/ACORD Certificates and Additional Endorsements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
22 Thursday 2:00-3:30 pm Smart Procurement/Strategic Function	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
23 Thursday 3:45-5:15 pm Red Flags of Collusion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
24 Thursday 3:45-5:15 pm Bonding: The Good, Bad and Ugly	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
25 Thursday 3:45-5:15 pm Best Value and Cooperative Bids - Follow-up to March Classes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
26 Thursday 3:45-5:15 pm Contract Management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
27 Thursday 6:30-9:00 pm Banquet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
28 Friday 8:00-9:00 am Breakfast	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
29 Friday 9:00-11:00 am New York State Office of the State Comptroller	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

General Questions:

If paying by PO, complete registration "paying with check". Provide PO number below.

Attendee #1 Name (and certifications, e.g, Jane Doe, CPPB):

Attendee #2 Name (and certifications):

Attendee #3 Name (and certifications):

Attendee #4 Name (and certifications):

Will you attend the Vendor Expo?

Yes

No



SAMPO Members & Other

Attendees

Event Information

PLATINUM SPONSORSHIPS

Advanced Imaging Systems, Inc.

National Joint Powers Alliance

U.S. Communities Government

Purchasing Alliance

GOLD SPONSORSHIP

LOWE'S COMPANIES

Red Wing Brands of America

TCPN

36TH ANNUAL PROFESSIONAL DEVELOPMENT CONFERENCE AND VENDOR EXPO

May 6 - 9, 2014
Fort William Henry Resort Conference Center
48 Canada Street
Lake George, New York 12845

Join us again this year for our 36th Annual Professional Development Conference in Lake George.

We have an outstanding lineup of classes and speakers to help you sharpen your skills and increase your knowledge in the field of public procurement. **See the Conference Agenda below for details.**

HOTEL ACCOMMODATIONS

Fort William Henry Resort and Conference Center [view hotel web site]
48 Canada Street
Lake George, NY 12845
Toll-free: (800) 234-0267 or (518) 668-3081

Room reservations must be made directly with the hotel, and mention the SAMPO conference to secure the discounted rates for reservations. Suites, premium and standard rooms are available. Rooms are reserved on a first-come, first-served basis. If you require special accommodations (e.g., handicapped-accessible) please mention this when talking with the reservations agent.

\$115 - Deluxe (main hotel building)
\$94 - Premium (main hotel wing)
\$73 - Standard (adjacent to the main hotel) *(all attendees who are using their scholarships awarded for use in 2014 will be assigned to the \$73 or \$94 rooms but may upgrade to the \$115 rooms in the main building by paying the difference in the room rate).*

Reservation Deadline: May 2, 2014 or as long as rooms are available.

Cancellation policy: If you are unable to honor your guaranteed reservation, please cancel by 2pm, 72 hours prior to arrival. If you cancel after this time, one night's deposit plus all applicable taxes will be applied to your credit card.

CONFERENCE AGENDA *(subject to change)*

TUESDAY, MAY 6, 2014

2:00 - 6:00 pm	Registration open, hotel lobby
6:00 - 6:30 pm	Moderators' Meeting - Conference Room, hotel lobby
6:00 - 8:00 pm	Welcome Reception - Tankard Tavern
	Dinner on your own
9:00 - 11:00 pm	Hospitality Suite open

WEDNESDAY, MAY 7, 2014

8:00 - 10:30 am	Registration open, breakfast in Towers Hall
7:30 - 10:15 am	Vendor Expo open, Towers Hall
11:00 - 3:30 pm	Registration available in the Conference Center
10:30 - 12 noon	Concurrent Sessions:

Are you interested in serving as a class moderator?

- Yes
- No

Will you attend the Wednesday evening dinner cruise?

- Yes
- No

Thursday evening banquet entree?

- Chicken Entree
- Beef Entree
- Fish Entree
- Vegetarian Entree
- Not Attending

If you are bringing a guest, please enter his/her name:

[Continue >>](#)



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- Vendor Expo open, Towers Hall
- Vendor Class** - Douglas Sippel, Purchasing
Town of Colonie, Fort Edward Room
- Purchasing - for Beginners through Intermediate** - Karen A. Storm, CPPB,
Purchasing Agent, Albany County Department
General Services - Long Lake Room
- Negotiation Strategies - Getting to a Win/Win** - Sean Carroll, Director, Onondaga
County, Division of Purchase - Blue Mountain
Lake Room
- Prevailing Wage** - Christopher Alund, Director,
Bureau of Public Work, NYSDOL - Tupper Lake
Room
- 12:15 - 1:30 pm Business Lunch with Vendors - Lake George
North & South
- 1:30 - 3:00 pm Vendor Expo open, Towers Hall
- 1:30 - 3:00 pm **General Session** - Trends and Pathways:
What's the Direction of Purchasing for Local
Government, Tammy Rimes, Inspirational
Speaker and Government Leader - White Lion
Room
- 3:05 - 3:40 pm Last call for Vendors/ Break - Towers Hall
- 3:45 - 5:15 pm **General Session** - Marketing the Value of
Purchasing: How Buyers Need to Be Sellers Too
- Tammy Rimes, Inspirational Speaker and
Government Leader - White Lion Room
- 7:00 - 11:00 pm Boat Cruise and Dinner on Lake George
- 11:00 - 12:00 am Hospitality Suite Open

THURSDAY, MAY 8, 2014

- 8:00 am - 9:00 am Breakfast - White Lion Room
- 9:00 - 3:30 pm Registration available in the Conference Center
- 9:00 - 10:30 am **General Session** - Andy Core - How to Thrive
More & Struggle Less - Lake George North &
South
- 10:45 - 12:15 pm **Concurrent Sessions:**
- Sergio Paneque** - Chief Procurement Officer -
Class title to be determined - Fort Edward Room
- Responsibility vs. Responsiveness**, Mary
Anne Sadowski, Esq. - Ingerman & Smith LLC -
Long Lake Room
- Insurance Basics and All the Questions You
Want Answered**, Bob Bambino, Director of
Risk Management, NYSIR, Wright Risk
Management Co. - Blue Mountain Lake Room
- Electronic Bidding** - Darren Henderson, Ion
Wave - Tupper Lake Room
- 12:30 - 2:00 pm Lunch w/Guest speaker - NYS Procurement -
Sergio Paneque - Chief Procurement Officer -
White Lion Room
- 2:00 - 3:30 pm **Concurrent Sessions:**
- GSA Contracts - All You Wanted to Know**,
John Marrone, Customer Service Director, and
Debbie Paralemos-Kandilas, GSA - Fort Edward
Room

Critical Provisions to Include in a Bid Specification, Mary Anne Sadowski, Esq.,
Ingerman & Smith LLC - Long Lake Room

3:30 - 3:45 pm Break

3:45 - 5:15 pm **Concurrent Sessions:**

Red Flags of Collusion, Carrie Syme, USDOJ -
Antitrust Division - Fort Edward Room

Bonding: The Good, Bad and Ugly, Sean
Carroll, Director, Onondaga County, Division of
Purchase - Long Lake Room

**Best Value and Cooperative Bids -Follow-
Up to March Classes**, Paul Brennan, CPPO,
CPM, Past President SAMPO & NIGP - Lake
George North and South

6:30 - 9:00 pm SAMPO Banquet

9:00 - 11:30 pm Hospitality Suite Open

FRIDAY, MAY 9, 2014

9:00 - 10:30 am **New York State Office of the State
Comptroller** - Mitch Morris - White Lion Room

10:30 - 11:30 am Roundtable Discussions

11:30 am Conference Adjourns - Safe Travels Home

Deadline: May 2, 2014
Reserve now! Opportunities are limited.

Register Online



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