Northern New Jersey NIGP Minutes of the Regular Meeting – September 10, 2015 Marcy Richers, Secretary of Chapter 7 The Imperia Conference Center, Somerset New Jersey

The meeting was called to order at 10:08 AM by President James Jorgenson. After the flag salute, a moment of silence was observed, new guests were welcomed and self-introductions were made by the attendees.

By motion, the minutes were approved. There was no Treasurer's Report presented. It will be distributed by email.

GUEST SPEAKERS

Brian Gallagher, NJ Division of Purchase and Property Procurement Bureau

There is currently a 5 person team doing outreach for cooperative contracting. Brian believes that cooperative purchasing gives the best value for the dollar. He encouraged the attendees to contact him via email (Brian.Gallagher@treas.nj.gov) if problems are encountered when using state contracts and asked for the emails of the attendees to gain knowledge from them. He explained there was a policy shift 5 years ago encouraging more collaboration in order to enhance state contract usage. The thinking is that in the end, by helping us through this outreach program, the taxpayer will be helped. He provided a handout, which he reviewed, that asks that before you bid something out on the local level, you should review the state purchasing contracts that are available. This can save you time, money and ensure compliance. He discussed the cooperative contracts that are available: State, National (WSCA, NASPO, NJPA, etc.) The state's terms and conditions always override any conditions of the national contracts. Although national coops can be used you must follow the guidelines. It is not perfect, but it gives you options. Brian also talked about NJSTART, a new state of the art e-procurement system, which ultimately will allow locals to put RFP's on-line. He reviewed the NJ Start website and options available, but stated it might not be a replacement for the current State contract website. With regard to state contracts, he said to utilize the method of operation and make the vendor do the work to make the sale. If you encounter problems, email the specialist. As a last resort, you can lodge a formal complaint to the CCAU (Contract Compliance and Administration Unit). See the Division's website for instructions.

Joe Valenti, Government Procurement Consultant, Former DCA Bureau Chief

Joe discussed the changes to the Federal Code of Regulations and how they affect public purchasing. The old 24 CFR has been replaced by the new 2CFR. It was adopted in 2013 to be put into effect in 2014. In 2015, NJ 2CFR should have been used, not just by housing authorities, but by anyone receiving federal money. He advised the attendees to be careful when you receive federal money and to make sure to ask if there are any requirements above and beyond what the LPCL requires. Be aware that a Code of Ethics is required when borrowing Federal Funds. He also discussed a court case (Union County vs. Earle Asphalt) which Earle won the first round and is awaiting a ruling in Appellate Court concerning the requirement that the contractor, Earle, had to maintain an apprenticeship program.

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Mary Lou Stanton, QPA, Retired, Somerset County Purchasing

Mary Lou advised the attendees that a 1 day 6 hour session on Competitive Contracting was being held on October 6^{th} at the Somerset County Admin Building. She reviewed 40A:11-4.1 through 4.5 of the LPCL which addresses this method of procurement.

Gordon Ball, Division of Local Government Services

Gordon advised the attendees to make sure they follow the Local Finance Notice(s) when using national contracts. He stated that you almost have to do everything except write the specs and publicly open the bids. You must do your due diligence and check prices, and don't rely on the vendor for this. Also make sure what you are purchasing is what they are authorized to sell. GSA contracts are not included.

Gordon also talked about the new "Clean-Up Bill for the DLGS (see Bills A3791/S2454), which recently passed and transferred a lot of responsibilities out of the DLGS to other areas.

Jim Jorgenson

Went over the NJ NIGP website and asked the attendees to contact him if they had any ideas or suggestions regarding adding anything to the Resources section.

Kathleen McKenzie Cupano

Assistant Director Center for Government Services-Rutgers

Kathy stated that enrollment is way up in Purchasing 1 classes. Purchasing 1, 2 and 3 courses will be held in October and November at various locations with different instructors. A Fall 2015 Public Purchasing Classes Brochure was distributed to all attendees. She anticipated that a brochure for Green Purchasing classes would be issued in a week's time, with classes to be taught by Kevin Lyons on 11/23 in Wayne and Flemington.

The annual Public Purchasing forum will be held on April 27-28, 2016

OLD BUSINESS

None

NEW BUSINESS

meeting was adjourned at 12:24 PM.

Next Masting Data: December 10, 2015 at 10 AM

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