



Atlantic Public Purchasing Association

Chapter of N.I.G.P
NATIONAL INSTITUTE OF GOVERNMENTAL
PURCHASING

2017-2019 EXECUTIVE COMMITTEE

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E-mail: vfernandez@charlottetown.ca

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What can APPA do for you?

The Atlantic Public Purchasing Association (APPA) is the Atlantic Canadian chapter of NIGP (<http://www.appa-aapa.ca/>) and offers those in the public sector the opportunity to achieve professional accreditation, pursue training and development, gain new contacts, and keep abreast of new products, services and suppliers through APPA's conferences. Conferences are held throughout Nova Scotia, PEI, and New Brunswick each year. **APPA IS THE ONLY NON- PROFIT ORGANIZATION COMMITTED TO DELIVERING TIMELY, RELEVANT, PROFESSIONAL DEVELOPMENT AND ACCREDITATION OPPORTUNITIES AT A REASONABLE COST TO PUBLIC SECTOR PROCUREMENT PROFESSIONALS IN THE ATLANTIC REGION.** APPA also believes in fostering strong, mutually beneficial business relationships among public sector agency members, and creating an environment for the open exchange of information, ideas, tendering documents, and procurement-related policies. To become a member of the APPA Chapter a member application form can be obtained by via our website.

The courses offered through the APPA conferences are **specifically designed for those working in public sector procurement**, and will provide every level of procurement professional with the information and decision-making tools they need on a day-to-day basis to protect the interests of their agency, maintain the integrity of the public tendering process, and ensure the best value for taxpayer dollars. The seminars and courses offered through the APPA conferences are extremely beneficial to new, mid-level, and Senior-level procurement professionals. The networking opportunities from the conference are also an extremely valuable part of the APPA conference experience. Participants will have an opportunity to consult with one another regarding their agency's tendering practices, seek out advice and/or ideas, share and discuss policies and business practices.

The National Institute of Governmental Purchasing (NIGP) (<http://www.nigp.org/>) is a non-profit organization providing support to **public sector purchasing professionals** at the federal, state, provincial and local government levels throughout the United States and Canada. NIGP provides its members with many services, including education, professional networking, research, and technical assistance for those serving the public procurement community.

Included in this package is a comprehensive agenda for the 2018 APPA Conference, which includes a registration form, hotel booking details and costs, as well as seminar costs. Please do not hesitate to contact the undersigned, or any other member of the APPA Executive Committee, should you have any questions regarding the association, its conferences, or seminar offerings. We look forward to your valued participation at the 2018 Spring Conference.

Gerry Wilson, CPPO, CPPB, CET, PSPP
President Atlantic Public Purchasing Association

ATLANTIC PUBLIC PURCHASING ASSOCIATION

2018 Spring Conference – Charlottetown, PEI, May 29 – 31.

Location: Charlottetown Inn & Conference Centre
283 Grafton Street
Charlottetown, PE
C1A 1L5
Tel: (902) 626-4406 ■ Toll Free: 1-855-937-8734 ■ www.charlottetowninn.com

Room Rates: \$125.00 / night (Taxes extra) – Standard Room

Banquet Dinner: Wednesday, May 30, 2018
Cost: \$25.00 per member ■ \$35.00 per guest (All taxes and gratuities included)
Time: 6:30 p.m.
Location: Hunter's Ale House – 185 Kent Street, Charlottetown

Don't forget to book your room (a block of 25 rooms have been allocated for the conference) at the Charlottetown Inn & Conference Centre BEFORE April 30, 2018 to ensure you receive the special Group Rate (Tel: 1-855-937-8734 or reservations@charlottetowninn.com).

You must advise the registration desk that you are booking for the APPA Conference.

All Course pricing below HST exempt.

NIGP "LEAP" FOUNDATION SEMINAR

Sourcing in the Public Sector

Instructor: Marcheta Gillespie, CPPO, CPPB, C.P.M., CPM
Director of Procurement, City of Tucson (Retired)

BIO: <http://ams.nigp.org/eweb/DynamicPage.aspx?webcode=Presenters#G>

For more information on this seminar: <http://www.nigp.org/grow-professionally/education/catalog-courses/sourcing-in-the-public-sector>

Dates: Tuesday, May 29, 2018 (lunch and snack breaks included)
Wednesday, May 30, 2018 (lunch and snack breaks included)
Thursday, May 31, 2018 (lunch and snack breaks included)

Registration Fee: \$999.00 per person – NIGP/APPAs Members
\$1,159.00 per person – Non-members
\$950.00 per person – early bird (cutoff April 27)

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NIGP 1-DAY SEMINAR #1

Making the Contract fit the Purchase

Instructor: Omid Ghamadi, CPSCM, MBA
Folsom Lake College

BIO: <http://ams.nigp.org/eweb/DynamicPage.aspx?webcode=Presenters#G>

For more information on this seminar: <http://www.nigp.org/grow-professionally/education/catalog-courses/making-the-contract-fit-the-purchase>

Dates: Wednesday, May 30, 2018 (lunch and snack breaks included)

Registration Fee: \$499.00 per person – NIGP/APPA Members
\$549.00 per person – Non members
\$449.00 per person – Early Bird (cut off April 27)

NIGP 1-DAY SEMINAR #2

Protests: Managing Options for Positive Results

Instructor: Joyce Foster
Contract Administrator – Dekalb Peachtree Airport

BIO: <http://ams.nigp.org/eweb/DynamicPage.aspx?webcode=Presenters#F>

For more information on this seminar: <http://www.nigp.org/grow-professionally/education/catalog-courses/protests-managing-options-for-positive-results>

Dates: Thursday, May 31, 2018 (lunch and snack breaks included)

Registration Fee: \$499.00 per person – NIGP/APPA Members
\$549.00 per person – Non members
\$449.00 per person – Early Bird (cut off April 27)

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Banquet

Hunters Ale House / Wednesday, May
30, 2018 @ 6:30pm

Menu:

Turkey Dinner which includes
dressing, potatoes, veggies

Dessert, Tea & Coffee

Or

Sirloin Stirfry

Dessert, Tea & Coffee

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CONFERENCE REGISTRATION FORM

Name: _____

Job Title: _____

Name of Employer: _____

Address: _____

Telephone: _____ Fax: _____

E-Mail Address: _____

<p style="text-align: center;">NIGP 3-DAY SEMINAR</p> <p style="text-align: center;">May 29-31, 2018</p> <p>Sourcing in the Public Sector Instructor: Marcheta Gillespie</p>	<p>Registration Fees: \$999.00 per person – NIGP/APPA Members \$1,159.00 per person – Non-Members \$950.00 per person – (early bird (cutoff April 27))</p> <p>Banquet / Turkey Dinner or Sirloin Stirfry (PLEASE CIRCLE MENU SELECTION ABOVE)</p> <p>Wednesday, May 30, 2018: \$25.00 per person – NIGP / APPA Members \$35.00 per person – Guests and Non-Members Number of guests attending: _____</p> <p style="text-align: right;">TOTAL:</p>	<p style="text-align: right;">\$ _____</p> <p style="text-align: right;">\$ _____</p> <p style="text-align: right;">\$ _____</p>
<p style="text-align: center;">NIGP 1-DAY SEMINAR #1</p> <p style="text-align: center;">May 30, 2018</p> <p>Making the Contract fit the Purchase Instructor: Omid Ghamadi</p>	<p>Registration fees: \$499.00 per person – NIGP/APPA Members \$549.00 per person – Non- Members \$449.00 per person – Early Bird (cut off April 27)</p> <p>Banquet / Turkey Dinner or Sirloin Stirfry: (PLEASE CIRCLE MENU SELECTION ABOVE)</p> <p>Wednesday, May 30, 2018: \$25.00 per person – NIGP / APPA Members \$35.00 per person – Guests and Non-Members Number of guests attending: _____</p> <p style="text-align: right;">TOTAL:</p>	<p style="text-align: right;">\$ _____</p> <p style="text-align: right;">\$ _____</p> <p style="text-align: right;">\$ _____</p>

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<p style="text-align: center;">NIGP 1-DAY SEMINAR #2 May 31, 2018</p> <p>Protests: Managing Options for Positive Results</p> <p>Instructor: Joyce Foster</p>	<p>Registration fees: \$499.00 per person – NIGP/APPA Members \$549.00 per person – Non-Members \$449.00 per person – Early Bird (cut off April 27)</p> <p>Banquet / Turkey Dinner or Sirloin Stirfry: (PLEASE CIRCLE MENU SELECTION ABOVE) Wednesday, May 30, 2018: \$25.00 per person – NIGP / APPA Members \$35.00 per person – Guests and Non-Members Number of guests attending: _____</p> <p style="text-align: right;">TOTAL:</p>	<p style="text-align: right;">\$ _____</p> <p style="text-align: right;">\$ _____</p> <p style="text-align: right;">\$ _____</p>
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CHEQUES SHALL BE MADE PAYABLE TO:

ATLANTIC PUBLIC PURCHASING ASSOCIATION

(We regret that APPA cannot accept credit card payments, or Purchase Orders;
 however, invoices can be provided upon request if required by your employer)

Please return your completed Conference Registration form **ON OR BEFORE MAY 11, 2018 or APRIL 27 for the early bird rate to:**

City of Charlottetown
 199 Queen Street
 Charlottetown, C1A 7K2

Conference Organizer:

Vada Fernandez

Tel: (902) 629-4109

Fax: (902) 629-4191

E-mail: vfernandez@charlottetown.ca

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Please be sure to advise the Conference Organizer of any special nutritional requirements or food allergies you may have, to ensure a special plate and/or snacks are prepared for you.

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AGENDA

One Day Seminars #1 & #2- 30-31 May 2018

Seminar #1 - Making the Contract Fit the Purchase

Seminar #2 – Protests: Managing Options for Positive Results

Conference Room: McAvity

Tuesday, May 29, 2018

7:00 PM – 8:00

APPA General Business Meeting (Stanhope A)

8:00 PM -11:00

Hospitality Suite (check with front desk)

Seminar #1 – Wednesday May 30, 2018

8:00am – 8:30am

Registration

8:30am – 9:45am

Seminar

9:45am – 10:00am

Morning Break

10:00am– 12:00 Noon

Seminar

12:00 Noon – 1:00pm

Lunch Break (Lunch will be provided)

1:00pm – 2:45pm

Seminar

2:45pm – 3:00pm

Afternoon Break

3:00pm – 4:30pm

Seminar

Banquet Dinner – Hunters Ale House

Hospitality Suite (Room 100)

Seminar #2 – Thursday, May 31, 2018

8:00am – 8:30am

Registration

8:30am – 9:45am

Seminar

9:45am – 10:00am

Morning Break

10:00am– 12:00 Noon

Seminar

12:00 Noon – 1:00pm

Lunch Break (Lunch will be provided)

1:00pm – 2:45pm

Seminar

2:45pm – 3:00pm

Afternoon Break

3:00pm – 4:30pm

Seminar

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AGENDA

3-Day NIGP Foundation Course **Sourcing in the Public Sector** **Instructor: Marcheta Gillespie** **Conference Room: Stanhope B**

DAY 1 – Tuesday, May 29, 2018

8:00am – 8:30am	Registration
8:30am – 9:45am	Course
9:45am – 10:00am	Morning Break
10:00am – 12:00 Noon	Course
12:00 Noon – 1:00pm	Lunch Break (Lunch will be provided)
1:00pm – 2:45pm	Course
2:45pm – 3:00pm	Afternoon Break
3:00pm – 5:00pm	Course
8:00pm- 11:00pm	Hospitality Suite

DAY 2 – Wednesday, May 30, 2018

8:00am – 9:45am	Course
9:45am – 10:00am	Morning Break
10:00am – 12:00 Noon	Course
12:00 Noon – 1:00pm	Lunch Break (Lunch will be provided)
1:00pm – 2:45pm	Course
2:45pm – 3:00pm	Afternoon Break
3:00pm – 5:00pm	Course
	<u>Banquet Dinner</u> – Hunters Ale House
	Hospitality Suite

DAY 3 – Thursday, May 31, 2018

8:00am – 9:45am	Course
9:45am – 10:00am	Morning Break
10:00am – 12:00 Noon	Course
12:00 Noon – 1:00pm	Lunch Break (Lunch will be provided)
1:00pm – 2:45pm	Course
2:45pm – 3:00pm	Afternoon Break
3:00pm – 5:00pm	Course