

**MASSACHUSETTS ASSOCIATION OF PUBLIC PURCHASING OFFICIALS
(MAPPO)**

**MEETING MINUTES
April 13, 2011 at Wachusett Mountain, Princeton MA
Spring Conference**

Officers Present

John Story, President
David Geanakakis, Vice President
Mary Delaney, Secretary

Officers Absent

Katharine Sacca, Treasurer

New Members Attending

Donna Walsh from Massachusetts State Lottery and John Juros from Barnstable

Guests Attending

Richard Crowley and Maria Maggio from Andover

Conference – Opening Remarks

President, John Story, opened the conference at 9 am in the Granite Room at Wachusett Mountain. John then introduced Mary Delaney, host for the Spring Conference. Mary welcomed everyone, and invited guests to enjoy the mountain view as the ski slopes melted in a torrential rainstorm, creating brooks and waterfalls for our entertainment.

Conference – Session One

Mary introduced Anthony DiLuzio of Maguire Group, presenting a program on CM@Risk. Tony provided an overview of the CM@Risk method for building projects. He described the construction delivery method in detail and offered comparisons to the traditional design-bid-build method. Tony spoke about some of the challenges an agency/municipality would face using this type of procedure, and offered solutions to those challenges.

Conference – Session Two

Mary introduced Brian O'Donnell of the Office of the Attorney General, presenting a follow-up on the CM@Risk topic and touching upon other topics of interest to the membership. Brian went into detail about some of the procedural challenges of the CM@Risk method, but also touched upon some of the benefits of the method. Brian also spoke on recent developments on bid protests through the Attorney General's Office and provided some legislative updates.

Conference – Session Three

Mary introduced Carol McGravey (Urbelis & Fieldsteel, LLP), Angela Atchue (City of Boston Public Facilities Department and Property and Construction Management Department) and Joe Cook (Assistance City Solicitor and Chief Procurement Officer of the City of Northampton) of the City Solicitor and Town Counsel Association, presenting "Don't Wait Until Things Go Wrong – A Lesson on Contract Language." Each presenter reviewed a particular section(s) of procurement law and connected contract language to said section(s). The presenters recommended language/terms/conditions that are necessary in contracts, and explained the reasons behind these recommendations. They also made available many samples for the membership, which will be available electronically from the MAPPO secretary.

Lunch

Members enjoyed a buffet lunch and dessert, followed immediately by the MAPPO business meeting.

Business Meeting

John Story opened the business meeting. He recognized and welcomed new members and guests.

Announcements

John announced the next meeting will be held at GreenStar in Boston on Tuesday, May 3, 2011 and the guest speaker will be Gary Lambert, State Purchasing Agent for the Commonwealth. John announced the June meeting will be a clambake to be held at Cruiseport Gloucester on Friday, June 17, 2011 and will include a trolley ride through Rockport.

John announced that he and David Geanakakis will attend a recognition for Ellen Bickelman on April 14, 2011 and will present her with a plaque on behalf of MAPPO for her contributions to the profession of public purchasing.

Agenda Items

On behalf of the Website Committee, David Geanakakis gave a website update and informed members that we are challenged by the need to populate the website and having no volunteers to do so. Dave asked for anyone interested in assisting to contact him, there is no requirement to be on the website committee to do so.

Chairman of the Legislative Committee, Dan Doucette informed members that the placement of bid protest information on the Attorney General's website beginning July 1 will be very beneficial to members. He also reported that DCAM's job order system could be a solution to the "tradespersons issue" and he will advocate for a change to include municipalities in this effort. Dan indicated he will be keeping a close eye on developments with respect to a statewide "Responsible Employer" statute.

Minutes

Motion made and duly seconded to approve the minutes of the February 16, 2011 and March 16, 2011 meetings as written. Motion passed.

Conference – Session Four

Mary introduced Andrea Woods of the Franklin Regional Council of Governments and Geoff Rogers of the Hampshire Council of Governments to present "Purchasing Partnerships: Working with Other Communities to Save \$\$\$." Andrea spoke about the various ways communities can partner to not only save money, but to ease the burden of bidding when staffing levels are unable to do their own in smaller jurisdictions. Geoff explained how communities could partner to establish an electricity cooperative.

Conference – Session Five

Mary introduced Neil Cohen of the Inspector General's Office to present a program called "Lessons Learned: Tales from the IG's Office." Neil spoke about various forms of procurements-gone-wrong and decisions resulting from bad, or ill-advised decisions. Neil spoke at length about the need to look at how business is done, and whether it is done with good intent or with "a bad attitude." Throughout the presentation, Neil offered examples and testimonials of both good and bad ways of doing business.

Meeting Adjourned

President, John Story closed the conference at 4:15 pm.

Respectfully submitted,
Mary A. Delaney, MAPPO Secretary