



# The NCMA VOICE

December 2002



## The President's Corner.....

Why should one join the NCMA? We cost conscious professionals want to know.

What do I get for my money? Is it a "best value"? As stated by the NCMA National President, "As a neutral forum, NCMA offers the unique opportunity for both ends of the business-to-business relationship-buyer and seller-to explore the issues that face the contract management profession." We have the opportunity to gain knowledge from sources otherwise unavailable to us. Becoming involved in the local Chapter provides the opportunity to work in close relationship with some of the best contract professionals in the area and even the nation. In today's work environment, standing still is falling behind. NCMA offers the opportunity to become the professional you want to be. According to Dave Weinbaum "A window of opportunity won't open itself". So come be a part of this month's program. **Bring your business cards to the meeting, door prizes will be awarded!**

*Joel Pearman*

## About The Program.....

Please join us on December 4<sup>th</sup> for a special program featuring a presentation from Charles Crowe, Director of Procurement and Contracts for DOE Oak Ridge on Responding to Requests for Proposals—a timely and informative topic for all of us who aspire to do business with the Department of Energy and/or its contractors.

The luncheon will be preceded by a mini-workshop on marketing behind the Y-12 fence, a topic for which we have had numerous requests from our contracting community. This presentation will be given by Bob Waters, manager of Y-12's socio-economic programs.

Since this is our last meeting before Christmas, we have a special treat in store for our pre-meeting enjoyment. The Chickadees, a local group specializing in classic harmony music, will serenade us with a short program featuring your favorite carols of the season.

Don't miss this great program—call 483-9332 to make your reservations today.

## About The Speaker.....

### NCMA WORKSHOP

**Where:** Garden Plaza Hotel, Board Room

**When:** December 4, 2002, 10:30 a.m.

**Speaker:** Mr. Bob Waters, Manager of Y-12's Socio-economic Programs

**Topic:** Marketing Behind the Y-12 Fence

**Cost:** No Cost to Members

### NCMA MEMBERSHIP MEETING

**Where:** Garden Plaza Hotel

**When:** December 4, 2002

**Social Hour begins at 11:30 a.m.**  
**Lunch will be served at 11:45 a.m.**

**Cost:** \$12 Members, \$15 Non-Members

**Topic:** ORO's Procurement Perspective

**Speaker:** Mr. Charles Crowe, Director of the Procurement and Contracts Division, Department of Energy

**Menu:** Fresh Tossed Garden Salad, with Ranch and Honey Dijon Dressing, Baked Sugar Cured Ham, Candied Yams, Southern Style Green Beans, Chef's Choice Dessert, Dinner Rolls with Butter, Coffee, Decafe, Iced Tea and Water

Come celebrate with us. Let's enjoy a holiday feast, music, and door prizes.

**RSVP:** Call Vicki Dyer at 483-9332 or fax to 483-0241.

**NOTE:** Please make reservations by 5:00 p.m., Wednesday, November 27, 2002.

Charles D. Crowe is the Director of the Procurement and Contracts Division for the Department of Energy, Oak Ridge Operations (ORO) Office. He began his government career in 1975 as an Industrial Relations Specialist at ORO following several years in the private sector working in academia and as a contractor. In 1980 Charles moved to the Procurement and Contracts Division at ORO as a Contract Specialist, and was promoted to Chief of the Contract Management Branch in 1987. When emphasis began to focus on environmental clean-up, the Division was reorganized, and Charles became the Chief of the Environmental Acquisitions Branch, with responsibility for all ORO Environmental Restoration and Waste Management contracts. He was selected as Director, of the Procurement and Contracts Division in October 1999, and currently has responsibility for ORO procurement, contracts, personal property, and real estate.

Charles has a Bachelors Degree from Berea College and a Masters Degree form Eastern Kentucky University. He is a native of Johnson City, Tennessee. Charles and his wife Edwena are residents of Oak Ridge, and have two children Nicholas and Rebecca. Both children are students at the University of Tennessee at Chattanooga.

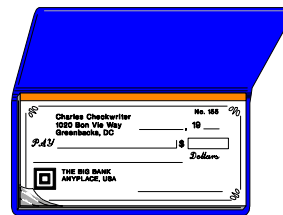
### From the National Director.....

The National Board of Directors meeting was held on November 16, 2002 in Vienna, Virginia. As the East Tennessee National Director, I represented our Chapter at this meeting and will have highlights from that meeting for inclusion in the next newsletter. There are major changes being proposed to the by-laws, which will affect all Chapters. We expect to receive these proposed changes within 30 days for distribution to and vote by our membership. Please be watching for this and voice your opinion.



One of the highlights of attending the mid-year national board meeting is the opportunity to officially receive the Graalman Award on behalf of our Chapter. If you attended our last membership meeting and/or read the newsletter, you already know from Debra Hickman that we achieved bronze status for our category for the 2001-2002 program year. Please be sure to read Debra's articles in this and subsequent newsletters. Receiving the Graalman Award demonstrates that our members are still receiving benefit from the programs, seminars and professional growth offered by our Chapter. Thanks to all for your continued support of the East Tennessee Chapter!

**Barbara Turner**



### Treasurer's Report.....

As of October 31, 2002, there was \$9,211.61 in checking, \$529.07, and \$5,756.75 in a CD for a total of \$15,497.43.

*Laura Davis*

### THE GRAALMAN CORNER

Below are the ways our Chapter can earn Graalman points in the area of **PROFESSIONAL ACTIVITIES**. This category is worth 63 points (or 17%) out of maximum total points of 365 on the Graalman Application.

#### **Performance Criteria 2: Professional Activities (Maximum 63 Points)**

Members *sitting for the CPCM/CACM exam(s)*; members who *re-certify* their CPCM/CACM designation;

Members engaged in *teaching contract management-related studies* for a college or university **OR** actively engaged as *advisors in areas of contract management* to universities or colleges; Other noteworthy support to encourage universities or people in contract management to continue education, such as a scholarship fund;

Members who participate as *instructors* in any program relating to contract management which was not part of the chapter-sponsored activities,

not for the university community and not as part of regular employment duties; this includes *appearances at other NCMA Chapters, other professional associations, business associations, etc.*;

Chapter submits a *“questions and answers set” for the CPCM exam* and they are accepted for inclusion in the exam questions pool;

Chapter *participates in the CPCM grading process* by providing a team of 2 persons to grade the exam answers; both evaluators must be CPCMs;

Members proctor CPCM/CACM exam sessions;

Chapter *participation in any activities furthering career development in the contracting or acquisition career field*; examples are career fairs, working with colleges/universities to develop related courses/programs; half-day workshop devoted to career development, etc.; and

Member participation in working groups updating the NCMA Body of Knowledge.

HOW ARE WE PERFORMING TO DATE? – The following are the “stats” to date for this Chapter Year, for Criteria 1. The stats are provided first, in bold print and the performance criteria follow in italics.

### **Performance Criteria 1: Education and Training (Maximum 80 Points)**

**TBD:** *Conducting or co-conducting one-day conferences or seminars, that are a minimum of 4 hours each; (other than NES which is covered elsewhere);*

**2 points for: the 9/04/02 membership meeting workshop “Update on SBA and DOE Small Business Programs” and 11/05/02 membership meeting workshop “Are You Imposing Or Accepting Too Many Flow-Down Clauses?”**  
*Conducting or co-conducting workshops that are educational events of 1 to 4 hours on contract management related topics;*

**0 points:** *Conducting or co-conducting certification training/tutorial for CPCM candidates and CACM candidates;*

**TBD:** *Certification of 10% of year-end chapter membership;*

**TBD:** *Host or co-host a National Education Seminar (NES);*

**TBD:** *Host or co-host any other NCMA seminar originated by NCMA National; and*

**TBD:** *Chapter sponsoring an Education Track at the NCMA World Congress.*

There are many activities being planned for furthering Education and Training. We encourage everyone to participate in the upcoming seminars. They are sure to be useful and priced very reasonably, so long as we have sufficient participation. Even *non-members, as well as members*, may participate. Where else can we obtain quality training on the subjects of contract management and acquisition, at an affordable price and convenience, in our own local area? Also, we need to work on those areas that show “0” points. That’s where we really need your help, individually and show that “volunteer” spirit that Tennessee is so well known for. As the year progresses we can take credit for our accomplishments as we complete the seminars and the points will begin stacking-up!

Future newsletters will continue to address the specific evaluation criterion associated with each performance area and provide an overview of where we are in the current Chapter Year (July 01, 2002 thru June 30, 2003).

Email: [debra.hickman@jacobs.com](mailto:debra.hickman@jacobs.com)

## From The Newsletter.....

Don't forget... if you have articles of interest please submit them to us at (865) 482-9436 (fax), or email them to [kbumgardner@scgincorp.com](mailto:kbumgardner@scgincorp.com).

*Katherine Bumgardner*



## NCMA Certification Study Groups

Interested in joining a study group for the certification exams? If so, contact Nancy Harris

@ 865-483-8244 , [MICandy212@aol.com](mailto:MICandy212@aol.com).

*Happy  
Holidays*