



NCMA Voice

November 2007

www.ncmaet.com

Membership Meeting

- Where:** DoubleTree Hotel
- When:** **Thursday**
November 15, 2007
- Social:** 11:30 am
- Lunch:** 11:45 am
- Cost:** \$14.00 for Members
\$15.00 for Non-Members
- Speaker:** **Mr. Edward R. Simpson**
Director, Procurement and Assistance Management, DOE - Headquarters
- Menu:** Tossed Salad
Dressing - Ranch or Honey Dijon
Turkey and Dressing w/Gravy
Creamy Mashed Potatoes
Green Beans
Cranberry Sauce
Assorted Dinner Rolls w/ Butter
Pecan Pie
Iced Tea, Coffee or Decafe

Please pay at the door with cash, personal check, or company check only

Please make sure to make your reservations by close of business on Monday, November 12, 2007

See You There!!

President's Corner

We have an exciting meeting in store for you in November. Ed Simpson, Director, Office of Procurement & Assistance Management, DOE Headquarters will be our speaker. This will be a joint meeting with the National Property Management Association. Don't forget the meeting has been changed to Thursday November 15th at 11:30. Please make plans to attend this exciting meeting.

I am delighted to report to you that our chapter has received the GOLD award for the Graalman for FY07. Congratulations to all Board Members, Committee Members, and others who contributed to this great achievement. A very special thank-you to Rebecca Crowe, Freda Hopper, Katherine Bumgardner for their hard work in documenting our chapter's efforts and achieving this special recognition.

Sonny Rogers

Speaker

As Director of the Department of Energy's Office of Procurement and Assistance Management, Mr. Simpson serves as the Senior Procurement Executive with broad responsibilities for all aspects of DOE's procurement system. Prior to assuming his current responsibilities, Mr. Simpson was the director of the Office of Contract Management, where he was responsible for acquisition planning, contract clearance, and contract management for the DOE's multi-billion dollar non-defense contracting portfolio. He has been a leader in DOE's implementation of key acquisition reform initiatives for over 12 years, and was

instrumental in revising the decade's old competition policies, advancing DOE's use of performance-based contracting, and streamlining its competitive procurement processes.

Mr. Simpson has been with the DOE since 1979. He has held such diverse positions as a special advisor to the senior procurement executive, senior procurement policy analyst, and operational contracting officer. Mr. Simpson began his federal career in 1973 with the General Services Administration. He holds a B.S. degree in Business Management from the University of Maryland, University College. Mr. Simpson is a member of the National Contract Management Association Board of Advisors and Washington, D.C. chapter. He is also a graduate of the Federal Executive Institute's Leadership for a Democratic Society program and was a 2006 recipient of the Presidential Rank Award for Meritorious Service.

NCMA East Tennessee Chapter Strikes Gold!

The National Contract Management Association (NCMA) East Tennessee Chapter has received the Graalman Gold Award for 2007. This recognition documents the innovative ways a chapter provides value to members, connects NCMA and members, and operating an effective program 2006-2007 year. The selection is based on a point system and categories of awards are based on Chapter size. Chapters can achieve Bronze, Silver or Gold status based upon their point count and chapter size. The NCMA East Tennessee Chapter meets on the first Wednesday of each month at 11:30am. NCMA provides informative workshops and guest speakers. For additional information contact our Membership Chair, Beth Holt at 576-0783.

Membership Committee

Over the next couple of months we would like to take this space to remind you of some of the benefits of being a member of NCMA. So often we forget that there are so many "perks" to being a member beyond meeting attendance, local seminars, and fellowship with our contemporaries in this area. One of the first benefits we receive is a subscription to *Contract Management* magazine. This monthly publication provides up-to-date, practical information, and industry news as well as news about activities taking place in NCMA chapters across the world and announcements of training opportunities available to all procurement professionals. Articles in the magazine are based on real-life contracting experiences and provide advice and insights that can help all of us in our daily activities. Included is a section that gives the low-down on Federal Acquisition Regulation changes and revisions and other regulatory changes in how we do business that are timely and pertinent. In addition to the *Contract Management* magazine we also receive the annual *Journal of Contract Management* which can be a great reference tool. It contains in-depth, scholarly articles on theory and practice and is written in a format that makes it a great tool for the procurement professional.

Next month we will take a look at some of the other benefits of membership because there are many that we seldom think about.

Remember, if you need to update your information or renew your registration on the NCMA National website, follow these directions: Log into <http://www.ncmahq.org/>. The first time you log into the site your username is your six-digit member id and your password is blank. Once you log in you will be asked to choose a new password.

Beth Holt and Jud Kingman
Membership Co-Chairs

Newsletter

Thank you for all of your submissions and comments regarding the East Tennessee NCMA newsletter. We always welcome your opinions in making the newsletter as informative as possible. Please be sure to email Dawn Schaefer with your suggestions.

Tracie Rucker & Dawn Schaefer

Treasurer's Report

Checking		\$	9,850.15
Cash		\$	150.00
Money Market		\$	11,757.70
CD	@3.67%	\$	0.00
Savings	@0.9%	\$	0.00

Total Ending Account Balances: \$ 21,757.85



**East Tennessee Chapter of NCMA
Presents a National Education Seminar on April 2, 2008**

Solicitations, Bids, Proposals, and Source Selection—Building a Winning Contract

This one-day highly interactive seminar provides a comprehensive roadmap or series of steps, which can be taken by both buyers and sellers to gain mutual business success. The seminar discusses in detail the Buying and Selling Life-Cycle with key inputs, proven tools and techniques, and desired outputs for all three phases and each of the seven steps essential to achieve high performance results.

The seminar combines more than 200 proven best practices from the public and private business sectors, numerous case studies, 12 selected interviews, 30+ sample forms, and exercises to provide a tremendous learning experience for novices to seasoned business professionals.

Every seminar attendee will receive a copy of the subject and referenced textbook. In one-day, you will focus on the art and science of building a winning contract by:



Every seminar participant will receive a copy of *Solicitations, Bids, Proposals, and Source Selection—Building a Winning Contract* explains in full detail a simple yet powerful process approach to the buying and selling life cycle used in both the public and private sectors. Authored by industry leaders Gregory A. Garrett and Gail A. Parrott, this authoritative resource provides proven strategies for creating successful solicitations, bids, proposals and contracts.

The first chapter guides readers through the entire buying and selling life cycle with subsequent chapters providing detailed process inputs, tools and techniques as well as desired outputs for the three phases and seven key steps for buyers and sellers to attain successful results. Individual chapters are also dedicated to discussing proven best practices for solicitations, bids, proposals and contracts in the U.S. Federal Government, U.S. Commercial and Multi-National/Global markets.

Featured topics include:

- The Buying & Selling Life-Cycle: Learning to Dance Together
- Pre-Bid/Proposal Phase: Procurement Planning, Solicitation Planning & Preparation
- Pre-Bid/Proposal Phase: Pre-Sales Activities & Bid/No Bid Decision
- Bid/Proposal Phase: Bid/Proposal Development & Reviews/Approvals
- Bid/Proposal Phase: Source Selection Planning & Evaluation
- Post-Bid/Proposal Phase: Contract Negotiation & Formation
- U.S. Federal Government Marketplace: Solicitations, Bids/Proposals, & Source Selection – Best Practices
- U.S. Commercial Marketplace: Solicitations, Bids/Proposals & Contracts – Best Practices

We look forward to seeing you at this year's seminar.



Seminar Registration Form and NCMA Membership Application

Submit the completed form to the National Education Seminar Registrar for the East Tennessee Chapter

NES Topic: Solicitations, Bids, Proposals, and Source Selection—Building a Winning Contract

Attendance will earn .7 CEU or 7 CLP

April 2, 2008, at the DoubleTree, 215 South Illinois Ave, Oak Ridge, Tennessee

Hotel Room Reservations: (865) 481-2468

Registration: 7:30 – 8:00am / Seminar 8:00am - 4:00pm

Continental Breakfast, Snacks with Beverages, and Lunch will be provided

Registrant Information

Name: _____ Underline: CPCM CACM SAS

Title: _____ Organization: _____

Business Address: _____

City/State/ZIP: _____

Daytime Phone () _____ Fax () _____ E-mail Address: _____

If you require special accommodations to fully participate, please contact Vicki Dyer at (865) 483-9932.

Early Discount Registration (on or before March 26, 2008)

Member \$200.00 Membership Number (must provide) _____ Nonmember Registration \$250.00

New Membership with Registration \$330.00

Registration after March 26, 2008

Member \$250.00 Membership Number (must provide) _____ Nonmember Registration \$280.00

New Membership with Registration \$350.00

Companies with 20 or more registrants will receive a flat registration rate of \$220 per attendee (\$110 membership fee is not included in this rate.)

Please let us know how you learned of this seminar. _____

Payment Information

National Education Registration Fee Includes

Refreshments, Lunch, and a copy of the book *Solicitations, Bids, Proposals, and Source Selection—Building a Winning Contract*

No Credit Cards Accepted.

Make checks payable to:

NCMA-East Tennessee, P.O. Box 5234, Oak Ridge, TN 37831-5234

***** 2008 NES Payment and NCMA Membership Application *****

Sponsor Name: _____

Checks in the amount of \$ _____ Purchase Order No. _____

For electronic payments, please call Laura Davis at (865) 599-7986

Preferred Mailing Address:

Home Business Address: _____

City/State/ZIP: _____, _____

Home Business Phone: (____) _____

If you have registration questions, contact Penne Howard at (865) 574-3803

Email or Fax Application to: Penne Howard; Email howardpg@y12.doe.gov; Fax ~ (865) 241-2138



East TN NCMA

Meeting Pictures

October 2007





East TN NCMA

Program Schedule

2007 - 2008

September 06, 2007

Membership Meeting

11:30 am
DoubleTree Hotel

Speaker: Ms. Judy Wilson

Director, Procurement and Contracts
DOE - Oak Ridge Office

September 19, 2007

Board Meeting

11:30 am
Scientific Sales, Inc.

October 03, 2007

Workshop

10:30 am
DoubleTree Hotel

Speaker: Dr. Ray Husband

Consultant
Advanced Management, Inc.,

Membership Meeting

11:30 am
DoubleTree Hotel

Speaker: Mr. Robert S. Eby

Director, Amer. Centrifuge Program
Technology & Process Engineering
USEC, Inc.

November 15, 2007

Membership Meeting

11:30 am
DoubleTree Hotel

Speaker: Mr. Ed Simpson

Director, Procurement and
Assistance Management,
DOE - Headquarters