



## Minutes for April 2004

### Attendance

The meeting was hosted by the County of San Diego and was held at the County Operations Center. There were 17 people in attendance.

### Opening Remarks

Nadine Braudaway, Chair called the meeting to order.

### Announcements

- 1) Nadine announced that there was a public speaking opportunity on the topic of "Best Practice". Those interested should refer to the flyer for additional information.
- 2) The 2006 CAPPO Conference Committee is still in need of volunteers for: Chair of Spouse Program, Chair of Publicity, Chair of Finance, and Chair of Support Services. Additionally, volunteers interested in helping for any time length or project type are still needed.
- 3) Walter Rosmann, City of San Diego, is assisting agencies interested in pursuing the Achievement in Excellence Award (AEP) by offering monthly meetings to provide required assistance with the application process. The first meeting will be held at the City of San Diego's Purchasing Division on Friday, May 7<sup>th</sup> from 2:30p.m.- 4:00p.m. Please contact Tina Yoke at (619) 236-7131 for additional information.
- 4) John Coggins, City of Chula Vista, announced CAPPO state is recruiting for an Executive Assistant to support CAPPO state administrative functions.
- 5) Dede Porter, City of El Cajon, requested bid samples for armor car services.

### Presentation

Bill Broderick, C.P.M., County of San Diego gave a presentation titled "Reverse Auction". The County uses a internet based software called Procuri.com.

The software allows the capability to control whether bidders see the monetary dollar amounts being bid or just the ranking. The software also allows bid increments to be controlled and set in various increments. Additionally the software allows for an audit trail.

The reverse auction is done in real time for the procurement of goods and services, with the exception of public works. The auction happens in a short time frame. Minimum bid amounts can be established along with designated start and end times. The system is set

so all bidders have one last opportunity to place a best and final offer bid within a designated timeframe of last posted bid.

The reverse auction will be utilized by the County to procure copier services. The County will solicit per copy pricing for digital copiers. The County has invited all CAPPO members to visit the on-line auction process on May 27<sup>th</sup> at 10:00a.m. If interested in additional details for the upcoming on-line auction, please contact Bill Broderick, C.P.M. at (858) 694-2936.

**Closing**

Nadine Braudaway announced May's meeting would be hosted by the Airport Authority on May 26, 2004.

Minutes submitted by Tina Yoke, Vice Chair