

Ben Calia, CPPB Procurement and Contract Services Manager (816) 969-1083	DeeDee Tschirhart, CPPB Senior Procurement Officer (816) 969-1087	Tarah Daugherty Procurement Officer II (816) 969-1085	Desiree Collins Procurement Officer I (816) 969-1082
High profile political projects/issues	Finance	Fleet	Co-Op Contracts
Division Leadership	Courts	Parks	Development Center
Division Budget	ITS	Central Building Services	Planning
Staff Performance	HR	Airport	Administration/City Clerk
Review/Revise all Departmental Solicitations and ensuing contracts/agreements	Law	Vehicles	Courier Services
Legal: document revisions	Police/Animal Control	Heavy Equipment	Furniture
Sign final Payroll	Fire	Uniform/Mat Rental	Office Supplies
Staff Assignments	Public Works	Pest Control	Vending Machines
Parks	Water Utility	Waste Disposal/Recycling	Safety Committee
Tow Contract	Creative Services	LS Cemetery	Dept PCard Reconciler
Copiers	Custodial Services	Landscaping/Tree Service	Dept ERP System Reconciler/Invoice Coder
Historic Preservation Projects	Sidewalks/Curbs	Printing	Dept Payroll Backup
Real Estate Projects	Mowing	Petroleum Products	ITS Liaison
Procedure Manuals (Lawson and Procurement)	CDBG	Janitorial Supplies	Access Reports (Performance/Insurance)
	Surplus Property	Portable Toilets	
	Web Page Administrator	HVAC/Plumbing	
	INFOR/Lawson Liaison		
INFOR/Lawson Training	INFOR/Lawson Training		INFOR/Lawson Training
Update Certificates of Insurance on Contracted Vendors	Update Certificates of Insurance on Contracted Vendors	Update Certificates of Insurance on Contracted Vendors	Update Certificates of Insurance on Contracted Vendors
Contract Renewals	Contract Renewals	Contract Renewals	Co-Op Contract Renewals