

Collin County
Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Matt Dobecka

Honoree's Job Title: Contract Administrator

Department: Purchasing

Years of Service with the County: 12

RECEIVED
11 FEB 28 AM 9:34
HUMAN RESOURCES

Why the Honoree is receiving a GEM Award including dates:

2/23/11 Received Collin County Governmental
Purchasing Forum 'Outstanding Service Award,'

for 'going the extra mile' to develop new
and efficient solutions to everyday duties such as
developing and maintaining the purchasing intranet
site for end users' access to contract information
and pricing, and continued effort to participate
in activities to better the purchasing profession.

Approved by elected official or department head on the 24 day of February, 2011

Franklin Ybarbo
Signature of Elected Official
or Department Head

Franklin Ybarbo
Printed Name

January 5, 2011

To: Collin County Governmental Purchaser's Forum Outstanding Service Award Evaluation Committee

From: Michalyn Rains, CPPO, CPPB
Collin County Purchasing Department

Nominee: Matt Dobecka, CPPB

I would like to nominate Matt Dobecka for the CCGPF Outstanding Service Award.

- Matt has been employed by Collin County since November 1998. Matt came to the Purchasing Department as a Buyer in February 2003, and was soon promoted to Contracts Administrator in November 2004.
- Matt obtained his Certified Professional Public Buyer (CPPB) certification in May 2006.
- Matt is capable of effectively and efficiently applying his knowledge to all projects of which he is assigned. He is diligent in using all state and cooperative contracts. He is creative, he can think "outside of the box", and is always a team player. Matt is responsible for the many construction and permanent improvement projects for the county.
- Matt has excellent research skills and is forever developing new and efficient solutions to our everyday duties, such as the purchasing intranet site for end users' access to contract data and pricing information, electronic transmission of purchase orders to vendors, and electronic certified mail status and tracking.. He is the technical "go to" guy in the office.
- Matt is always willing to take on special projects such as participating and organizing Collin County's effort at the CCGPF Vendor Fair. Matt served as a CCGPF Vendor Fair Host committee member in 2008 and CCGPF Vendor Fair Chairperson in 2009.

- Attends the quarterly CCGPF meetings.
- Matt actively participates in developing, coordinating, processing, evaluating and administering Forum term contracts; Road Materials, Hot Mix & Flexible Base in 2008, Road Materials, Aggregate, Lightweight Aggregate, Flexible Base, Cemented Treated Base, & Microsurfacing in 2009, and Road Materials, Microsurfacing in 2010.
- Matt regularly attends DFW NIGP chapter meetings, his contributions to the chapter include Newsletter Chair for 2 years, Website Development for 3 years, planning and organizing of the 2008 & 2011 CPPB Conference, and the Legislative committee for 2008. Matt is currently serving as the Secretary for the DFW NIGP Chapter for 2011.
- Matt served on the 2010 Host Committee for the National NIGP Conference held in San Antonio, Texas, his positions include Website Development Chair and Marketing co-chair.

Matt attends purchasing conferences/seminars/webinars as often as possible as time and budget allows.

Matt is an outstanding asset to the Collin County Purchasing Department and the profession. Matt is a pleasure to work with at every level, he is dependable and enthusiastic in all of his endeavors.

Thank you for your consideration.