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**buy**

buy quiet  
buy quiet  
buy quiet  
buy quiet

*Workshops on*

## **Purchasing Quieter Products and Services**

*to be conducted in*

Nashville, TN, February 27  
St. Paul, MN, March 20  
Arlington, TX, April 10

*sponsored by*

National Institute of Governmental  
Purchasing, Inc. (NIGP)  
National League of Cities (NLC)  
State of Tennessee Chapter of NIGP  
State of Minnesota Chapter of NIGP  
League of Minnesota Cities  
Association of Minnesota Counties  
North Central Texas Council of  
Governments

*In cooperation with*

U.S. Environmental Protection Agency  
(EPA), Regions IV, V, and VI

## Purpose

Excessive noise, regardless of its source, has an adverse impact on our health and well-being. Local government services are often noisier than they need to be since quieter models of noisy equipment are generally available at competitive prices. This workshop will show you that "Buying Quiet" requires little additional effort, and it will provide you the information you need to purchase quieter products and services at little or no additional cost.

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## Who Should Attend

Officials involved in administration, purchasing, public works, public safety, transportation, grounds maintenance, noise control, and related activities. Also, industry officials and citizens interested in a quieter environment.

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## What You'll Learn

- How to specify quieter products
- How to make sure you get what you ask for
- Who to contact for further information and technical assistance

## Agenda

- a.m.**
- 8:30 Registration and Coffee
- 9:15 Why Buy Quiet?
- 9:45 Which Products Should You Select?
- 10:15 COFFEE BREAK
- 10:30 How to Specify Product Noise Levels
- 11:15 A Buy Quiet Program in Action: Case Description
- noon** LUNCH
- 1:00 Buying Quiet: An Industry Perspective
- 2:00 Cooperative Purchasing and Buying Quiet
- 2:30 Demonstration of "Quiet" and "Loud" Products
- 3:30 COFFEE BREAK
- 3:45 Contacts for Technical Assistance and Further Information
- 4:15 Discussion
- 4:30 Adjourn

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Speakers for the workshops are listed on the right inside panel. The same products may not be demonstrated in all three workshops.

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## Speakers

DONNA M. DICKMAN  
Manager  
Areawide Noise Study  
Metropolitan Washington, D.C., Council of Governments

WILLIAM B. WHITSON, CPPO  
Purchasing Agent  
Metropolitan Government of Nashville and Davidson County, Tennessee

RAYMOND HUGHES  
Deputy Administrator  
Purchasing Department, Shelby County, Tennessee

WILLIAM E. PETER, CPPO  
Purchasing Agent  
Joint Purchasing Office of St. Paul and Ramsey County, Minnesota

WILLIAM DILLON  
Director, Purchases & Supply  
City of Davenport, Iowa

KATHLEEN CALLAHAN  
Noise Project Director  
League of Minnesota Cities

JOHN PROMISE  
Director of Environmental Services  
North Central Texas Council of Governments

LLOYD CHAISSON  
Director, Urban Noise Programs  
NLC

LEWIS E. SPANGLER  
Executive Vice President  
NIGP

STEPHEN B. GORDON  
Director, Buy Quiet Program  
NIGP

AND OTHERS

## Workshop Registration Form

To register, please complete, detach, and mail to Buy Quiet Program, % NIGP, 1735 Jefferson Davis Highway, Suite 101, Arlington, VA 22202, or call Stephen Gordon at (703) 920-4020.

I/We are registering for workshop to be conducted at

Nashville

St. Paul

Arlington

Name(s): \_\_\_\_\_

Title(s): \_\_\_\_\_

Government/Agency: \_\_\_\_\_

Street Address/P.O. Box: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

### WORKSHOP LOCATIONS:

Nashville:  
Howard Johnson's Motor Lodge North  
2401 Brick Church Pike  
Nashville, TN

St. Paul:  
St. Paul Civic Center  
St. Paul, MN

Arlington:  
North Central Texas Council of  
Governments  
1201 N. Watson Road (Hwy. 360)  
Arlington, TX

**HOTEL INFORMATION FOR OUT-  
OF-TOWN PARTICIPANTS:**  
Call Stephen Gordon,  
(703) 920-4020

## **[bq]** Buy Quiet Program

% National Institute of  
Governmental Purchasing, Inc.  
Suite 101, Crystal Square  
Building 3  
1735 Jefferson Davis Highway  
Arlington, Virginia 22202

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