

OFFICE OF CONTRACTS AND PROCUREMENT CONTACT INFORMATION

PERSON/GENERAL AREA	DETAILED DESCRIPTION
<p>KJB – Kim Burtis - Coordinates professional services and construction kburtis@columbusairports.com Ph: 614-239-5010 Fx: 614-239-3183</p>	<p>Construction and professional design services related to construction and surveyors; Client relationship management and orientation; SharePoint Site Administrator.</p>
<p>Shane Gill - Coordinates information and office-related purchases; surplus and sales; Outreach Coordination sgill@columbusairports.com Ph: 614-239-3197 Fx: 614-239-3183</p>	<p>Assists and supports specialists, Grant Administration and SharePoint Site Administrator back up. Proposed vendor research and processing. Reporting contract usage for cooperative contract and reporting key performance indicators. Coordinates Vendor Outreach materials and events</p>
<p>KBH - Katie B. Heisler – Acquires technology related hardware, software and virtual ware including related services for all Divisions. kheisler@columbusairports.com Ph: 614-239-4055 Fx: 614-239-3183</p>	<p>Audio/visual, computer hardware, software and output devices, IT staff augmentation (software developers, help desk analysts, technical writers), communications systems, telephones, communication devices.</p>
<p>DR – Diana Ragan – Acquires fleet, materials, supplies and equipment for maintenance, repairs, operations and security. dragan@columbusairports.com Ph: 614-239-4074 Fx: 614-239-3183</p>	<p>Airfield and building (MRO), paint, electrical, plumbing, lighting, and fleet, landscaping, traffic control, traffic safety, fuel, chemicals, janitorial, equip., road and runway materials supplies, equipment, and services, building maintenance materials and supplies, utilities, security (non-electronic) weaponry, canines, sporting, recreation, pest control equip & services, uniforms and other personal protection equipment (PPE).</p>
<p>MMG – Maureen McGuire – Acquires General professional services other than those related to construction, office supplies and furnishings. mmcguire@columbusairports.com Ph: 614-239-3323 Fx: 614-239-3183</p>	<p>Insurance brokers, risk managers, audit services, misc. studies, environmental, human resource professionals, benefits, financial management, Interior design, marketing and media design; Acquisition of printing, stationary, office supplies office furnishings and services, and moving services. Equipment, supplies and services for public & personal health and safety. Approve surplus property for disposition (sale, salvage).</p>
<p>WJK – Bill Kirwin – Manages the Office of Contracts & Procurement and leads the Procurement function for CRAA. Supervises the Staff and acquires construction and construction related professional services. wkirwin@columbusairports.com Ph: 614-239-4086 Fx: 614-239-3183</p>	<p>Contract and procurement administration policies and procedures; leadership and management strategies for all commodities and services. Construction and professional design services related to construction and surveyors; Contract and procurement administration policies, procedures; day-to-day leadership and management for all commodities and services.</p>