



PIMA COUNTY BOARD OF SUPERVISORS

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MEMORANDUM

To: C.H. Huckelberry, County Administrator

From: Tom Ward, Chairman, Pima County Small Business Commission

Date: November 10, 2009

Subject: Local Business Contracting for Professional Services

With regard to your memorandum of November 5, 2009 on the above referenced subject, the Pima County Small Business Commission (SBC) is pleased to respond to the Board of Supervisors' request to review this subject, hear testimony and make any appropriate recommendations to the Board.

You may recall in your May 18, 2009 meeting with two members of the SBC and myself, the subject of professional services was briefly discussed because of the SBC correspondence with the American Council of Engineering Companies (ACEC) of Arizona with regard to the County's request to consider professional fee reductions.

At its November 19, 2009 meeting, the SBC will consider the following schedule to comply with the Board's request:

1. The chairman would appoint an ad hoc committee of Commissioners to meet with George Widugiris and appropriate staff to become familiar with the County's procurement procedures and applicable ordinances and code, particularly as these items apply to professional services. I anticipate this step will require no more than three meetings and would be completed by December 17, 2009.
2. The ad hoc committee would prepare a detailed written report for the entire SBC and provide it to the Commissioners in January, 2010.
3. On January 21, 2010, Mr. Widugiris would appear before the entire Commission to answer any questions and generally help prepare the Commission for the public hearing. I would also like Mr. Widugiris to attend the public hearing as a resource for the SBC.

Also, during January we would invite professional organizations such as ACEC, the Southern Arizona Chapter of the Appraisal Institute, the American Institute of Architects Southern Arizona Chapter and other organizations with interest in this matter, as well as individual professional services firms, both local and national, to testify at the public hearing to be held (tentatively) on February 4, 2010.

4. Subsequent to the public hearing, the SBC would prepare its report for submission to the Board of Supervisors at its February 16, 2010 meeting.

With a strong effort to solicit testimony, I believe a single hearing in the Board of Supervisors' meeting room will be sufficient for the SBC to obtain its needed information. If the response to the hearing notice exceeds our expectations, the SBC will hold a second hearing in late February. Naturally, this would delay our report to the Board of Supervisors.

I wholeheartedly agree with the statement in your memorandum that "it is important that the County provide appropriate support to the local business community, as well as achieve our goal of hiring the most/best qualified professionals to provide services to the public at a fair price to our taxpayers." The SBC will do everything in its power to help provide that support and assure that goal.

On a separate but related issue, I would greatly appreciate it if you could use your powers of persuasion to have Supervisor Valadez make his two appointments to the SBC. District 2 is the only District without representation on the SBC.

On behalf of the SBC, I wrote a memorandum to the Board on the matter of "Commission Appointments" on February 2, 2009. Subsequently, I talked to Supervisor Valadez at a Board meeting and spoke to his executive assistant by telephone – all to no avail. Since I became Chairman last March, we have never failed to have a quorum; however, 11 members rather than nine would make our work schedule much easier. Thank you for any help you can provide in this matter.

C: The Honorable Chairman and Members, Pima County Board of Supervisors
Members of the Small Business Commission
John Bernal, Deputy County Administrator for Public works
Tom Moulton, Small Business Commission Coordinator and Economic
Development and Tourism Director
George Widugiris, Procurement Department Director
Aurora Hernandez, Recording Secretary, SBC