



Board of Supervisors Memorandum

February 19, 2013

Procurement Director Contracts Report – July 1, 2011 through December 31, 2012

Background

As required by Pima County Code Section 11.08.010, a report on contracts and amendments awarded or signed by the Procurement Director for the period July 1, 2011 through December 31, 2012 is provided for Board of Supervisors review.

In July 2011, Pima County transitioned to a new financial Enterprise Resource Planning (ERP) system, Advantage Financial (Advantage). At that time, all contract data records were transferred from the prior Contracts Management System (CMS) and the Synergen Asset Management System (Synergen) to Advantage. The CMS system, formerly used to produce the quarterly contracts report for the Board of Supervisors, was decommissioned.

A replacement quarterly contracts report was developed in a test environment prior to the July 2011 implementation of Advantage. However, in October 2011, as the Third Quarter report became due, staff encountered issues with the accurate production of the report. It was prioritized for correction by the Information Technology Department; and in December 2012, the report was corrected. This report provides information on all contracts awarded by the Procurement Director for the period July 1, 2011 through December 31, 2012.

From this point forward, Procurement will report on a quarterly basis.

An additional benefit of the new Advantage-based report is the ability to report Procurement Department processed Master Agreements (MAs) and Purchase Orders (POs) awarded by the Procurement Director. Over time, Procurement staff began moving away from formal contracts processed through CMS to more efficient forms of award in the Synergen system. With the combination of formal contracts (CTs), MAs and POs in one Advantage database, the quarterly contracts report now reports on Procurement MAs and POs, as well as formal CTs.

Implementation of the Advantage system also changed how Job Order Contract (JOC) and Qualified Consultant List (QCL) awards are issued by Procurement. JOC contract awards report as MAs under the Construction Award Category. QCLs are awarded as discrete contracts; they report as CTs under the Architectural Services or Engineering Services Award Categories.

In keeping with Pima County's ongoing quest for a sustainable future and in compliance with Resolution No. 2007-84, Procurement has not provided hardcopies of the detailed

Executed Contracts Report. The detailed Executed Contract Report may be accessed online via the Clerk of the Board's intranet site by clicking on this agenda item for the February 19, 2013 Board of Supervisors meeting.

Report

For the period July 1, 2011 through December 31, 2012, 470 contracts and amendments were awarded or signed by the Procurement Director for expenditures of \$16,989,658 and revenues of \$1,293,582.

The Executed Contracts Report has nine columns identifying the Award Category, Department Name, Vendor, Contract/Document Number, Version Number, Expense Amount, Revenue Amount, Authorization Date, Termination Date and Description. When the version number following the document number is greater than 1 (original), the Expense or Revenue Column displays the delta increase or decrease in the original award amount. If the Expense and/or Revenue Column are both blank for a version number greater than 1, the amendment was a term only extension.

Nineteen award categories were awarded or amended this period as follows:

Award Category	3rd Qtr 2011	4th Qtr 2011	1st Qtr 2012	2nd Qtr 2012	3rd Qtr 2012	4th Qtr 2012	Totals
Animal/Veterinary Services						1	1
Architectural Services					2		2
Construction	4	1	6	13	10	20	54
Consulting/Professional (other than Medical and Legal)	8	6	4	4	7	20	49
Cooperative Agreements	6	2	1	2	4	3	18
Engineering Services		3	1	2	6	5	17
Expert Witness	1						1
Grants/Funding from Pima County		1				1	2
Grants/Funding	7	7		2	15	5	36
Intergovernmental Agreements	2	1		1	1	3	8
Lease Purchase	1						1
Legal Services	1	1	1		1	5	9
Medical Services	5	1	9		6	2	23
Permits, Licenses and Insurance	1	1		1	5	4	12
Purchase Materials and Services	6	11	12	17	14	8	68

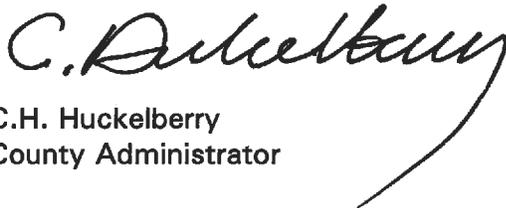
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Award Category	3rd Qtr 2011	4th Qtr 2011	1st Qtr 2012	2nd Qtr 2012	3rd Qtr 2012	4th Qtr 2012	Totals
Real Estate Building and Maintenance		1					1
Real Estate Leases	6	8	7	5	3	6	35
Real Property Acquisition Agreement	8	46	14	20	14	18	120
Sewer Services				5	5	3	13
Total Contracts Awarded by Procurement	56	90	55	72	93	104	470
Quarterly Total Expenditure	\$296,876	\$1,462,072	\$880,636	\$3,868,830	\$6,073,051	\$4,408,193	\$16,989,658
Quarterly Total Revenue	\$62,175	\$376,737	\$88,329	\$544,794	\$171,339	\$50,208	\$1,293,582

Recommendation

I recommend the Board of Supervisors accept the Procurement Director's Contracts Report for the period July 1, 2011 through December 31, 2012.

Respectfully submitted,



C.H. Huckelberry
 County Administrator

CHH/dph- February 8, 2013

Attachment

c: George Widugiris, Director, Procurement Department

Executed Contracts by the Procurement Director

