



University of Arizona

Procurement and Contracting Services

Contracting/Printing Services/Purchasing/Receiving/Stores/Surplus

Property/Marketing/Small Business Supplier Diversity Program

Surplus Property/Marketing/Small Business Supplier Diversity Program

PACS On-Line Newsletter



Inspired Leadership

By

Stephen G. Mack, L.C.P.M., Director

During the past year, I have written several columns on leadership. It is a trait that is often discussed, articulated in writings, and yes, even debated, as we try to capture its essence in our lives. During the recent Annual Meeting in Baltimore, I had the opportunity to take my beautiful wife, Rosita, to Washington D.C. for her first visit to our capital city. We were both awed and inspired by the stunning architecture and humbled by the ideals represented by these magnificent monuments and museums. Traveling through the Mall, we arrived at one of my favorite places in Washington, the Lincoln Memorial. As I read Lincoln's inspiring words of equality and justice, the eloquence of his words and the significance of his message, which have not diminished with time, resounded deeply within me. When he spoke about equality for all, regardless of skin color or national origin, many believed he was on the fringe. Lincoln was a leader in every sense of the word, and he paid the ultimate price for refusing to compromise on his core values.

As we descended the steps of the monument, we came to the first landing and saw the stone marker indicating the spot where another great leader, Martin Luther King Jr., ignited the nation with his immortal "I Have a Dream" speech. I was moved as I remembered this groundbreaking speech and, more importantly, when I contemplated the meaning of his words and courage of his actions. It would be impossible to have a discussion about leadership without including this man, who was so instrumental in providing the direction and uncompromising leadership that compelled us as a nation to engage in the hard work necessary to move out of our comfort zone of complacency with the status quo toward a position of inclusion and diversity.

I will admit that I was personally on the wrong side of history during this time. I wouldn't suggest that I was racist in anyway, but, like the majority of people in the country at the time, I believed that road of patience and longsuffering would lead to integration, and I did not understand or agree with Dr. King's movement. Boy, how wrong could I have been? One of Dr. King's greatest strengths was that he saw the vision and relentlessly pursued it.

"I have a dream that one day this nation will rise up and live out the true meaning of its creed: 'We hold these truths to be self-evident: that all men are created equal.' I have a dream that one day on the red hills of Georgia the sons of former slaves and the

sons of former slave owners will be able to sit down together at a table of brotherhood. I have a dream that one day even the state of Mississippi, a desert state, sweltering with the heat of injustice and oppression, will be transformed into an oasis of freedom and justice. I have a dream that my four children will one day live in a nation where they will not be judged by the color of their skin but by the content of their character. I have a dream today... When we let freedom ring, when we let it ring from every village and every hamlet, from every state and every city, we will be able to speed up that day when all of God's children, black men and white men, Jews and Gentiles, Protestants and Catholics, will be able to join hands and sing in the words of the old Negro spiritual, "Free at last! free at last! Thank God Almighty, we are free at last!"

Like Lincoln, Dr. King also paid the ultimate human price for his convictions as he fell to a crazed gunman bent on destroying the movement, but it was too late. King had already created the critical mass that allowed his dream to take root and grow. In my opinion, we still have much work to do, but we are certainly significantly ahead of where we were in the 1960's.

During the annual meeting there were any number of sessions related to leadership, and there seems to be an increasing demand for commentary and discussion of this important topic. There are many places to look for inspiration when searching for examples of leadership, but both Martin Luther King Jr. and Abraham Lincoln embodied the essential ability to visualize what *could be* and the strength to overcome all challenges. They certainly didn't wait for a consensus before taking the reins and exhorting the masses to follow them.

Every year when I attend the annual meeting I come away with several new ideas that I can implement at the University of Arizona, but I must say being in the place where one man's vision was expressed and another man's vision is honored was a remarkable experience that I will not soon forget.

*(Originally appeared in **Purchasing Link**, July 2006)*



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Purchasing Card



We want to thank all of you who attended the Third Annual PCard Summer School July 26th at the Student Union. Your continued support is what makes the PCard program a success!

Presentations and pictures from the workshop are now available on the Procurement and Contracting Web page at <http://pacs.arizona.edu/pcard/default.htm>.

Thank you to everyone who has returned the evaluation form supplied in your training guides. Your input will help us improve future Summer School programs!

Please don't hesitate to contact us with comments or if we can be of assistance.

Team PCard

For questions or further information concerning the P-Card, please contact Misty McCormick, P-Card Administrator @ 621-3288 or by e-mail @ sandberm@u.arizona.edu.

Purchasing/Contracting



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Business Solutions Representative
Cari.cutshaw@alltel.com
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Business Solutions Representative
Mike.norris@alltel.com
520-419-7070

All Departmental accounts needing assistance with billing, account maintenance and customer service related issues please contact:

Antionette Williams
Key Account Representative
Antionette.williams@alltel.com
520-909-9901

All Departmental accounts with 1-5 lines of service OR Any Faculty and Employees with individual accounts needing new service, features, accessories or account maintenance please contact:

James Myrose
Business Affinity Representative
James.myrose@alltel.com
520-954-7200

For questions or additional information about Alltel, please contact Ted Nasser, C.P.M., Manager of Purchasing @ 621-5449, by fax @ 621-5179 or by e-mail @ enasser@u.arizona.edu.

Revision to Procurement Code Policy 3-803D.1

The Arizona Board of Regents (ABOR) University Procurement Code Policy 3-803.D.1 has been modified as follows:

Policy Title: [Exceptions to Competitive Selection for Procurements Not Exceeding \\$50,000](#)

Effective Date: June 23, 2006

Any procurement which does not exceed an aggregate dollar amount of Fifty thousand dollars may be made in accordance with procedures promulgated by the procurement officer, except that the procurements shall be made with such competition as is practicable under the circumstances. **Any procurement which does not exceed the aggregate dollar amount of Fifty thousand dollars shall be restricted, if practicable, to Small Businesses.** The procurement officer shall rotate the Small Businesses solicited to compete for any procurement of Fifty thousand dollars or less. If it is impracticable to restrict a particular procurement to Small Businesses, the procurement officer shall make a determination setting forth the reasons and place it in the contract file. Procurement requirements shall not be artificially divided or fragmented so as to constitute a purchase under this subsection and to circumvent the source selection procedures required by ABOR Policy 3-803.B (Bidding and source selection procedures, competitive sealed bidding) or ABOR Policy 3-803.C (Bidding and source selection procedures competitive sealed proposals) or ABOR Policy 3-804.B (Professional services, construction and construction services).

University of Arizona Procurement and Contracting Services will adopt the following changes to comply with this revised policy effective September 1, 2006:

1. The Director of Procurement and Contracting Services has determined that transactions not exceeding \$5,000, procured directly by the campus community in accordance with FRS Departmental Manual Policy 9.18 Small Dollar/ Direct Purchase Procedures (Refer to: <http://www.fso.arizona.edu/fso/deptman/9/918small.html>), are impracticable to mandate awarding to Small Businesses. The Director has also determined that it is also impracticable to require departments to document why small dollar purchases were not made from a Small Business.

Departments are strongly encouraged to use the Purchasing Card (P-Card) for these transactions whenever possible.

They are also encouraged to make efforts to identify Small Business for these purchases. The use of the P-Card will not only streamline purchasing but will allow departments to have greater purchasing flexibility, and generally is more efficient and cost effective for the University.

2. **ALL** Transactions processed by Purchasing not exceeding \$50,000 **SHALL** be restricted to Small Business unless it is impracticable. Departments will be required to provide documentation to buyers to justify any purchase in this category not awarded to a Small Business.
3. For procurements not exceeding \$25,000 (less than \$2,500 on Federal money) the type and amount of competition necessary to select a supplier will be determined by the Procurement and Contracting Services Buyer. The Buyer will take into consideration:
 - Small Business
 - Need
 - Market
 - Time Constraints
 - Delivery Requirements
 - Availability
 - Other Factors (e.g. quality, price).

The Buyer's professional determination of the type and amount of competition necessary to select a supplier need not be documented, **UNLESS** the supplier is not a Small Business. The Buyer's signature on the purchase document is sufficient evidence that this professional determination has been made.

4. For procurements over \$25,000 and not exceeding \$50,000, the Buyer shall conduct an informal solicitation to a minimum of three vendors. **ONLY** Small Businesses shall be include in the solicitation, unless it is determined impracticable by the Buyer and documented.
5. All procurements exceeding \$50,000 shall be conducted in accordance with current ABOR University Procurement Code and UA Purchasing Policies.
6. Procurement and Contracting Services is working immediately on a web application to assist Departments and Buyers to identify Small Businesses.

Any Questions may be directed to the Procurement Office to determine whether a purchase is appropriate or may be in noncompliance with policy.

University of Arizona Vendor Resource List

In Addition to the UA database, the following resources may be utilized in finding qualified small, small disadvantaged and women-owned businesses:

Small Business Resource List		
Organization	Phone #	Website/Email
Tucson Regional Economic Opportunities, Inc.	520/243-1944	www.treo.org
Tucson Hispanic Chamber of Commerce	520/620-0005	president@thcc.us
Tucson-Southern Arizona Black Chamber of Commerce	520/623-0099	info@tsabcc.com
National Association of Women Business Owners (NAWBO)	520/326-2926	info@nawbotucson.org
Grand Canyon Minority Supplier Development Council	602/495-9950	officegmsdc.org
Central Contractor Registration		http://www.ccr.gov



For more information regarding Small Business, please contact Ernie Webster, Supplier Diversity Manager at 621-2888 or ewebster@u.arizona.edu

Spotlight on Small Business Supplier Diversity Program



Name: Hilton Tucson East
Address: 7600 East Broadway Boulevard
 Tucson, AZ 85710
Phone: (520) 721-5600
Business: Full Service Convention Hotel
Contact: Catering and Group Sales
 (Tushe_ds@hilton.com)

Name: 2006 MED Week Awards Ceremony
Address: Hotel Arizona (formerly The Radisson)
 At the Tucson Convention Center
Phone: (520) 621-2888
Event: Awards Ceremony
Contact: Ernest Webster
 (www.tucsonmedweek.com)

The **Hilton Tucson East**, the recipient of two nationwide Hilton Service Awards and an Independent Customer Service and Loyalty Award, has proudly hosted University of Arizona events and visitors since 1987.

This small, minority-owned business, located just 8 miles from the University of Arizona and 1 mile from Park Place Mall is proud to employ many University of Arizona students and graduates and offers customized intern programs for those who may be interested in pursuing a hospitality career.

The **Hilton Tucson East** regularly hosts meetings and events in conjunction with the University of Arizona. The hotel hosted teams for the 2005 NCAA Men's Basketball first and second rounds, the 2006 NCAA Women's Basketball first and second rounds, and a wide variety of other sports and clubs. Over the years, the hotel has held several retirement dinners, holiday parties and conventions for University of Arizona personnel. Kappa Kappa Psi and Phi Delta Gamma also have held regional conventions at the hotel.

Some Highlights of the Hilton Include:

Concierge Level Rooms available

- Private access floor
- Free breakfast
- Free evening cocktail reception

Modern Atrium Hotel Design

- Interior, climate-controlled Corridors and Rooms
- 7-Story Atrium Lobby and Glass Elevators
- Unparalleled Views of the Santa Catalina Mountains

Meeting Space

- Ballroom Seats up to 300 for Banquets
- 6 Break Out Rooms separate from Ballroom
- All Meeting Rooms on First Floor
- Flexible Pricing for University Events

For more information on meeting space, banquets or groups, please contact the Hilton Tucson East Catering and Group Sales Department at 721-5600 or view the 360 degree virtual tours on www.tucsoneast.hilton.com/ on the groups and meetings photo tour tab.

University of Arizona staff interested in Minority Business Development will definitely want to attend the **2006 Minority Enterprise Development Week Awards Ceremony to be held on September 21st and 22nd at the Hotel Arizona** (formerly the Radisson) at the Tucson Convention Center.

Coordinated by the Minority and Small Business Alliance of Southern Arizona in which the UA Small Business Supplier Diversity Program is one of the main leaders, this year's theme is:

“Remembering Yesterday, For a Better Tomorrow”

Awards will be given to Minority Businesses in seven areas that include: **Construction, Exporting, Manufacturing, Retail, Service, Supplier/Distribution and Technology**. An Advocate award for an outstanding corporation or agency that supports minority business development will also be given. More than 250 business owners and corporate sponsors will be present at the two-day event.

A Silent/Live Auction with music will begin the festivities on September 21st and four minority students, two from UA and two from Pima College, will each receive \$1,000 scholarships. Short and lively movies of the business winners will highlight the second night along with dinner and other entertainment. Festivities will begin at 5 p.m. each night and end at between 8 p.m. and 9 p.m. Tickets are \$60 each or a table of 10 for \$550. **For more information please go to the website at www.tucsonmedweek.com** For more detailed information, please call Ernie Webster, Manager, Small Business Supplier

For more information on these businesses or others, contact Ernie Webster, Manager, Small Business Supplier Diversity Program at 621-2888.

MINORITY AND SMALL BUSINESS ALLIANCE
OF SOUTHERN ARIZONA
AND



Raytheon

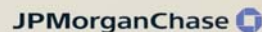
Presents...

Minority Enterprise Development Week

*Awards Celebration
& Silent Auction*



Remembering yesterday, for a better tomorrow.



September 21-22, 2006

Hotel Arizona

at the Tucson Convention Center



WWW.TUCSONMEDWEEK.COM

Stores Blanket Vendor Program

Stores Blanket Vendor Additions August/September 2006				
Vendor Name	Address	Phone #	PO #	Commodity Description
Brady Industries	Tempe	480-222-6789	958220	Janitorial supplies and equipment
Betts Printing (formerly Pima Printing)	110 S. Park Ave.	623-0441	958221	Printing, reproduction, and graphics
First Choice Services (formerly King Richard Coffee Service)	3860 S. Palo Verde #314	745-5158	958092	Coffee and related items

The Stores Blanket Order System allows departments to purchase small dollar value items, not stocked by stores, without the need for advanced paperwork. To learn more about the necessary requirements for making Stores Blanket Order purchases or to search the listing of all Blanket Vendors, go to the Stores Blanket PO section of the PACS website at: <http://pacs.arizona.edu/stores/stores-blankets.htm>. From this site you can search alphabetically or by category. Small business appear in red lettering in the listings.



If you have questions or need additional information about Stores Blankets, please visit the Stores Blanket PO section of the PACS website at: <http://pacs.arizona.edu/stores/stores-blankets.htm> or call the Stores Accounting Section at 621-7305.

Procurement and Contracting Services Staff Directory 2005-2006

PURCHASING AND CONTRACTING
<http://pacs.arizona.edu>
 University Services Annex, Building 300A
 Tucson, Arizona 85721

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Gary Sapp	Special Assistant to the Director	621-1721	621-9847	gsapp@u.arizona.edu

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OLR/dPR ATTACHMENTS "ONLY" FAX No.: 626-8008

FRS-OLR/dPR HELPLINE: 626-4000

ARIZONA BUYWAYS E-COMMERCE HELPLINE: 626-8979

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<i>Laura Bonanno</i>	<i>Office Specialist/Front Desk</i>	<i>621-1747</i>	<i>621-5179</i>	llp@u.arizona.edu
Gail Hanson	Office Automation Specialist Sr.	621-5701	621-5179	ghanson@u.arizona.edu
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BUSINESS OFFICE

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MARKETING

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WAREHOUSE OPERATIONS CUSTOMER SERVICE

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Donald Phifer	Custodian	621-3877	621-3196	

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ARIZONA BUYWAYS E-COMMERCE HELP-LINE: 626-8979

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K. Lynn Hosack	Accounting Assistant	626-9091	621-1245	klhosack@u.arizona.edu

PROCUREMENT AND CONTRACTING SERVICES (PACS) REFERENCE GUIDE

	Telephone	Fax
Purchasing Office	621-1747	621-5179
Contracting Office	621-3919	621-9847
Stores Accounting Customer Service	621-7305	621-1245
Purchasing Card Program	621-3288	621-1245
Supplier Diversity Program	621-2888	621-9847
Arizona Buyways E-Commerce Helpline	621-8979	
FRS dPR/OLR Helpline	626-4000	626-8008
OLR/dPR Attachments "Only" Fax No. Stores (Warehouse Operations)		626-8008
Customer Service Line	621-7975	621-3533
AHSC Receiving	626-4051	626-8459
Central Receiving	621-3877	621-3196
Printing Services: http://pacs.arizona.edu/printinggraphics/pgs.html	621-9514	621-6478
Surplus Property: http://pacs.arizona.edu/surplus/dept/index.htm	621-1754	798-0719
PACS Home Page Address: http://pacs.arizona.edu/		
Purchasing Policy Manual: http://pacs.arizona.edu/purch/manual/mancon.html		
Credit Card programs: http://pacs.arizona.edu/pcard/default.htm		



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