



MWBE / DBE NEWS
“Building bridges to commercial markets.”

SUBCONTRACTING A BUSINESS OPPORTUNITY

Subcontracting or partnering with a Prime Contractor is a business opportunity not to be overlooked.



It can stimulate profitability and growth for your business. The experience as a subcontractor can pave the way for greater understanding of the requirements and capabilities of Prime Contractors, which could potentially lead your firm to consider becoming a Prime Contractor in the future.

City Procurement

The City of Tucson's Department of Procurement is dedicated to the principles of competition and fairness.

The goal is to ensure

Subcontracting is not reserved for emerging or less experienced businesses. It is a way to enhance the qualifications of your business, and to showcase your skills and those of your employees, which then allows your business to become more competitive in bid processes.

Each jurisdiction has specific laws and guidelines, and terms and conditions that govern its bid processes and it is critical to your business that you understand and follow those established laws and guidelines. It is also very important that you

understand the contract with the Prime Contractor before you commit to providing the service or doing the work as a subcontractor. Clearly understand the payment process, who will provide specialized tools required for the job, review manufacturers' installation requirements, inspection



processes, and other related design, material, development, and engineering concerns.

trust. Towards that goal, the Procurement Department encourages qualified vendors to participate in doing business with the City of Tucson.

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- *Certified RG & Sons Shares Success*
- *Catch the SPIRIT to Grow Your Business*
- *Our Job is Jobs!*
- *Are Your Certified to Biz with the City?*

SPOTLIGHT

Story by Alison L. Hupp

RGsonsPlumbing.com

Edited by Leondra Price

RG & Sons
PLUMBING, INC.

RG & Sons Plumbing, Inc., is owned by Rodolfo (Rudy) and Mary Lou Garcia and is a Certified Minority Business Enterprise (MBE). RG & Sons Plumbing, located at 3772 E. Kleindale Rd. Tucson, 85716, does commercial plumbing construction in Tucson and throughout southeastern Arizona.

Rudy started his career in plumbing from a suggestion given by a neighbor's father. He had always taken "shop" classes in high school, and knew that he wanted to work with his hands. After high school graduation, the suggestion continued to resonate in his mind and led him to the local Plumbers Union Hall. He was sure this was his vocation. Rudy successfully completed two separate apprenticeship programs, Metal Trades and Building Trades. Ultimately he became a Journeyman Plumber.

Rudy and Mary Lou married, began raising a family and Rudy continued to work as a plumber. The hours were long and the out of town travel kept him away from his family.

When union plumbing work began to slowdown, Rudy decided to start his own company so that he could continue to work in a trade that was his passion. Having his own company would limit his travel and would afford him much more time with his family.

In March 1989 Rudy started RG & Sons Plumbing, Inc. The business took off and was doing well until it was clobbered with a few major setbacks, which include a significant financial loss and a Chapter 11 bankruptcy.



Readjusting the business with good sound financial structure and a trusted and committed General Manager, RG & Sons was struggling to come back. After much hard work, and hard lessons learned, RG & Sons became one of the first construction companies in Tucson to survive Chapter 11 intact, and to stay in business rather than going under. "That experience taught me that you need to delegate in the right way. If you don't have time to keep daily watch over your affairs, make sure that

"Always have two sets of eyes, independent of each other, checking the bottom line."

you have more than one person, either within the company or from an outside source, such as your accountant, reviewing the books on a regular basis. Whether you are just starting your business or you have been at it a while, always have two, different sets of eyes, independent of each other, checking the bottom line," Rudy recounted.



SPOTLIGHT (continued)

One of Rudy's long-held dreams was fulfilled when his two oldest sons, Nathaniel and Rudy, Jr., joined the company. Nathaniel learned his job from Rudy, Sr., and has now become the company's principal estimator.

Rudy, Jr., spent four years in the field learning plumbing on the job, before becoming the Field Supervisor. "They have both worked their way up to positions of responsibility, and I am proud of them," says Rudy.



In 2004, RG & Sons experienced a big boost in business after becoming a Certified Minority Business Enterprise (MBE). "We found that the MBE certification opened up many doors for us. It brought us to the attention of out-of-town contractors who weren't aware of us. It also provided an edge in the bidding process on some of the bigger government jobs going on," says Richard Galvani, General Manager. He adds, "RG & Sons doesn't do any media advertising. We rely on our reputation and word-of-mouth from satis-

"That experience taught me that you need to delegate in the right way."

fied contractors. We strive to keep our plumbers up to date with the latest Code and compliance information. We also work hard to keep a stable work force. Many of our plumbers have been with us for more than fifteen years." Rudy thinks that some of the best advice he ever got was the suggestion from his neighbor to check into a plumbing apprenticeship. "We offer financial aid for apprentices, and we encourage our plumber's helpers to become apprenticed in the trade."

RG & Sons did the plumbing on the recently completed Pennington Street Parking Garage. "We are very proud of that. We feel that we have contributed, in a small way, to the changing face of downtown," says Rudy, Jr.

Rudy, Sr., adds, "Our policy has always been that we'll do what it takes to get the job done. If that means that I have to go out in the field to help out, then that's what I do. It's always been that way, and it's that way today. I still like working with my hands."

For more information about this firm visit their web site at:

www.rgsonsplumbing.com

To reach their main office call:

(520) 325-3766 or via fax at (520) 326-2320.

E-mail: Rudy@rgsonsplumbing.com



Getting the e-Spirit

SPIRIT is the new State of Arizona's electronic procurement system, which is managed by Arizona Enterprise Procurement Services (EPS). SPIRIT is a full-service e-procurement system that replaces an inefficient, time consuming paper and Postal Service procurement system with a well-organized paperless process that can be accessed via the Internet.

What Can SPIRIT Do for My Business

SPIRIT will enable you to do the following over the Internet:

- Register your company to do business with the State of Arizona
- Describe your business, products, and services
- Identify your business as small, minority, or women-owned, if applicable
- Update your registration throughout the year
- Receive Request for Proposals (RFPs), Invitation for Bids (IFBs), and Request for Quotations (RFQs)
- Submit proposals, bids, and quotations
- Receive contract award results
- Review evaluation reports and competitor submissions.

GET THE SPIRIT

www.spirit.az.gov

NO MORE:

- Missing a procurement opportunity simply because an agency was not aware of your latest product or service offerings.
- Racing down the freeway to deliver your proposal on time and no more disqualified offers for being late or having an incomplete submission.
- Missing an opportunity because you were not aware of an agency's request.
- Telephone tag in getting new products and pricing to your customers.
- Traveling to EPS to review paper documents and paying for copies.

AND BEST OF ALL - there is no cost to you for using SPIRIT.

Only suppliers that have registered with SPIRIT are assured of receiving solicitations. SPIRIT provides Arizona State suppliers with a personalized, secure, confidential Internet site to both receive notifications for purchasing opportunities and to respond with quotes, bids, and proposals in a paperless e-Procurement environment.

Arizona Department of Commerce *Our Job is Jobs !*

The Arizona Department of Commerce (ADOC), Small Business Services Division is a statewide resource for licensing information and small business assistance for every stage of your business development from start-up, expansion, or relocation.

- **Arizona Business Connection (ABC)** is an online program that walks business owners through what they need to know to start or expand their business...at their own pace, at their convenience,... and is accessible 24/7.
- Check out the annual **Entrepreneur's Edge** magazine, available online in English and Spanish; a great resource designed to assist you with many business decisions.
- The **Calendar of Business Events** links to a schedule of statewide networking meetings.
- For **Bid Opportunities**, there are links to public and private sector buyer.

Visit the web site at:

www.azcommerce.com

Go to Business Assistance then Click on "Small Business Services" for links and information that can assist you with many of your business needs.

More from the ADOC



PURCHASING REQUIREMENTS IN A NUTSHELL

\$1 - \$5,000 Best Value

No quotes required. Use good business Practices. Must be awarded to a Small Business. Not a continuing purchase (monthly cost).

\$5,001 - \$50,000

Three Quotes

Three written quotes are required. At least one Minority and/or Women-owned Business must be solicited. The award must be given to a Small Business, Minority-owned, or Women-owned Business.

For Supplier Registration

go to the Arizona State Procurement Office web site:

www.spirit.az.gov

For more information, e-mail your request to:

marthal@azcommerce.com

GET CERTIFIED

The City of Tucson's Minority and Woman-Owned Business (M/WBE) Program was adopted by Mayor and Council on August 5, 1996, and was implemented on October 1, 1996. The program is committed to providing opportunities and incentives to certified firms located in Pima County to do business with the City of Tucson on projects and contracts administered by the City's Procurement Department.

Certified firms may qualify to meet subcontracting goals on City of Tucson construction projects.

Certified general procurement firms may qualify for up to 7% price preference on goods and services contracts of \$25,000 to \$150,000 and 5% bid price preference on contracts above \$150,000 to \$250,000 .

Certified Architectural and Engineering firms may qualify to

receive five preference points on Request for Qualification contracts. Preference points may be added to scores received from the rating committees for each solicitation.

Certified firms will be listed in the City's MWBE Directory that is used by the Procurement Department and contractors to solicit bids and is distributed to procurement entities in the public and private sector.

DBE Program

The Disadvantaged Business Enterprise (DBE) Program offers an opportunity to become certified and eligible to participate in US Department of Transportation-assisted projects.

The City of Tucson receives federal financial assistance from the Federal Transit Administration (FTA) and the Federal High-

Effective July 16, 2003, firms that wish to be considered for certification for the City's MWBE and DBE programs must complete a new program application . Firms located within Pima County may complete a single application to be considered for both programs. Firms located outside of Pima County, including those situated outside the

way Administration (FHWA) of the US Department of Transportation (DOT). In order to comply with federal regulations, the City has established a DBE Diversity Program for Contracts. The DBE Program provides contracting opportunities for certified DBEs.

state of Arizona will also be required to submit the new form, however, only DBE certification will be considered. Firms that are currently certified do not need to reapply.

Download the form from the Office of Equal Opportunity Programs web site at www.cityoftucson.org/eoo Click on the MWBE icon and

So You Want To Do Business with the City
VENDOR REGISTRATION -
Procurement Department at
www.cityoftucson.org/procure



scroll down the page. The form can be completed and printed at your computer, however, you may not be able to save the information, depending on what version of Adobe Acrobat you have installed.

Business and Technical Assistance

**The following is intended for the purpose of information only.
It is not an endorsement or advocacy of any group, agency, or organization.**

Arizona Department of Labor

2675 E. Broadway
Tucson, Arizona 85716
520-628-5459

Arizona Small Business Association Southern Arizona Chapter

4444 E. Grant Road, Suite 119
Tucson, Arizona 85712
520-327-0222

City of Tucson

Office of Equal Opportunity Programs

MWBE/DBE Programs

100 N. Stone Avenue, Suite 610
P. O. Box 27210
Tucson, Arizona 85701
520-791-4593

Procurement Department

City Hall
255 W. Alameda, , Floors 1 East & 6 West
Tucson, Arizona 85701
520-791-4217

Tucson Regional Economic Opportunities, Inc

120 N. Stone Ave., Suite 200
Tucson, Arizona 85701
(520) 243-1900

Service Corp of Retired Executives (SCORE)

520-670-5008

BE SURE TO WATCH

Small Business School

on Tucson 12, the City (cable) Channel

**For the program schedule and time go to
www.tucson12.tv**

Pima County

Procurement MWBE Program
130 W. Congress, 6th Floor
Tucson, AZ 85701
520-740-8260

**Micro Business Advancement Center
(also the office of the Women's Business Center)**
520-620-1241

Small Business Administration (SBA)
Phoenix 602-745-7200
Tucson 520-548-8212

**Pima Community College
Small Business Development Center**
401 N. Bonita Ave.
Tucson, Arizona 85709
520-206-6404

More Small Business Services

Arizona Department of Commerce
1-800-542-5684

**Workers Compensation Insurance
State Compensation Fund (SCF of Arizona)**
520-292-4000



OFFICE OF EQUAL OPPORTUNITY PROGRAMS

Minority and Women-owned
Business Enterprise Commission
City of Tucson – OEOP
100 N. Stone Avenue, Suite 610
Tucson, Arizona 85701

Phone: 520-791-4593

We're On The Web!

www.tucsonaz.gov/eoo

Click on the
Commissions icon

BOARDS, COMMITTEES, AND COMMISSIONS

The City of Tucson utilizes civic minded citizens as volunteers to handle the municipal activities of boards, commissions, and committees. These individuals are appointed by Mayor and Council and offer a wide range of experience, interests, and expertise in their service as members of public bodies. Specific purposed and duration can be short or long term with functions both administrative or advisory. To see a list of the Boards, Committees, and/or Commissions visit the web site at:

www.tucsonaz.gov/clerks/boards/boards.html

or call the City Clerk's Office at (520) 791-4213.

BOARDS, COMMISSIONS, and COMMITTEES

About the Members and Meetings

The appointed members of the MWBE Commission represent a variety of local business entities including the Chambers of Commerce; the construction industry; and goods and services.

Accommodations for persons with disabilities will be made if requested by calling in advance to 791-4593 or 791-2639 (TDD).

MWBE Commission meetings are open to the public and the public is invited to attend to offer ideas and lend support to the programs.

For date, time, and location of the meetings, please call the Office of Equal Opportunity Programs at (520) 791-4593 or online at: www.tucsonaz.gov/clerks.

APPOINTOR	MEMBERS	APPOINTMENT	EXPIRATION
Mayor	Marlene Ashton	12/1/2003	12/3/2007
Ward I	Eddie Muniz	6/23/2006	12/3/2007
Ward II	Andee Leisner	12/13/2005	12/3/2007
Ward III	VACANT		
Ward IV	Thomas P. Curley	12/1/2003	12/3/2007
Ward V	Walter Soto	4/11/2006	12/7/2009
Ward VI	Clarence Boykins Chairperson	3/21/2006	12/7/2009