

# Pinal County Performance Management

## Annual Report

### FY 2011-2012

#### FINANCE

##### Finance

R  
SBP % of external audits that have an "unqualified or clean" auditor opinion.

	Q1		Q2		Q3		Q4	FY12 YTD
FY12 Target	Actual	YE Estimate	Actual	YE Estimate	Actual	YE Estimate	Actual	Actual
100.00%	0.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

The County's Financial and Single audit were completed during the month of December. The County's Annual Expenditure Limitation was completed in February of 2012. All external audits received clean audit opinions during fiscal year 2011-2012..

R  
SBP % of vendor payments processed electronically

	Q1		Q2		Q3		Q4	FY12 YTD
FY12 Target	Actual	YE Estimate	Actual	YE Estimate	Actual	YE Estimate	Actual	Actual
100.00%	0.00%	0.00%	0.00%		0.00%	0.00%	0.00%	0.00%

Issue Statement #2, Problematic Financial System, is currently being pursued. The County has started the implementation of a Financial system upgrade. The goal of processing 100% of vendor payments electronically will be delayed pending the implementation of this upgrade. We expect to see measurable results in the second half of next fiscal year.

S  
SBP Comprehensive Annual Financial Report is made available to the public within 175 days of year's end.

	Q1		Q2		Q3		Q4	FY12 YTD
FY12 Target	Actual	YE Estimate	Actual	YE Estimate	Actual	YE Estimate	Actual	Actual
	OT		NOT		NOT		NOT	NOT

The Comprehensive Annual Financial Report (CAFR) was made available to the public on January 10th or 194 days after the end of the fiscal year. The CAFR received an audit opinion dated December 2nd and an electronic version of the report was ready for distribution on December 8th (161 days after the end of the fiscal year). However, the distribution process is controlled by the Auditor General's office, the County's State mandated auditor. At that time, paper copies of the CAFR were required to be sent to them and distributed by them to State Legislators and the Board of Supervisors before the report is made available to the public. The printing, quality control review, and mailing process of the paper copies of the CAFR, as well as the holiday season, added several weeks to the distribution process. The Auditor General's office mailed the paper copies of the CAFR on January 5th. The Finance department coordinated a new distribution process with the Auditor General's office that will allow for a limited number of internally printed CAFRs for paper distribution by the Auditor General, while at the same time allowing for all other distributions to be done using electronic copies. As a result, we expect the CAFR distribution to happen in a more timely manner to all interested parties and the public.

# FINANCE

## Procurement

<sup>R</sup>  
SBP % of cooperative purchase contracts analyzed to determine whether continued participation is in the County's best interest.

FY12 Target	Q1		Q2		Q3		Q4	FY12 YTD
	Actual	YE Estimate	Actual	YE Estimate	Actual	YE Estimate	Actual	Actual
25.00%	0.00%	25.00%	0.00%	25.00%	0.00%	25.00%	12.00%	12.00%

Purchasing has identified approximately 250 contracts that we use cooperatively. The County's current Purchasing System does not track activity on a contract by contract basis. Tracking of contracts is a highly manual process requiring review of each individual Purchase Order to identify the vendor, the contract as well as the products/services purchased in order to gather data for analysis. The Purchasing department experienced a 20% reduction in staff in the first quarter of FY11/12 limiting the time available to effectively analyze all cooperative contracts. Given the staffing constraints the Purchasing staff started with larger volume contracts and is continuing forward with the remaining cooperative contracts.

<sup>R</sup>  
SBP % of the County's formal contracts renewed or rebid on or before the expiration date.

FY12 Target	Q1		Q2		Q3		Q4	FY12 YTD
	Actual	YE Estimate	Actual	YE Estimate	Actual	YE Estimate	Actual	Actual
100.00%	88.89%	90.00%	86.67%	90.00%	88.24%	90.00%	88.52%	88.08%

For FY11/12, 54 out of 61 contracts were renewed/rebid prior to contract expiration. Three contracts were put out to bid, but the new contract did not go into effect until after the prior contract expiration. Lead times for contract re-bids have been increased to allow new contracts to be signed by the expiration of existing contracts. Four contracts were not renewed on time as contract renewal requests were not returned to the County in time to sign the new contract prior to the expiration date. In order to address this timing issue, the lead time for notifying vendors to renew contracts has been increased from 30 to 45 days prior to contract expiration. The County has also implemented new contract terms and conditions giving the County the Sole Option to extend (unless otherwise directed by Statute).