

**SUPPORT SERVICES COMMITTEE MEETING**

**Meeting Minutes from Saturday, May 9, 2015 at 1:00 pm  
PSWID Administrative Offices  
6306 W. Hardscrabble Road  
Pine, AZ 85544**

- I. **CALL TO ORDER** – The meeting was called to order at 1:06 pm.
- II. **ROLL CALL OF COMMITTEE MEMBERS** - Paul Randall, Sam Schwalm, Windy Dravillas and Rus Brock were present. Pam Mason, Ric Hawthorne and Trent McNeeley were not present.
- III. **APPROVAL OF MINUTES**  
Review Minutes from the September 2, 2014 meeting. Windy moved to approve the minutes as written. Second by Sam. Unanimous approval.  
Review Minutes from the March 7, 2015 meeting. Sam moved to approve the minutes as written. Second by Paul. Unanimous approval.

**IV. REGULAR AGENDA ITEMS:**

- A. Information/Discussion/Action regarding the responses to the RFQ requesting qualifications for District audit services.

The Committee discussed the four responses to the RFQ which were provided

by: CliftonLarsonAllen	\$15,000
Hinton Burdick	\$14,500
Heinfeld, Meech & Co.	\$13,125
Regier Carr & Monroe.	\$18,650

The Committee discussed the merits of each proposal which included considerations such as the size of the firm, location, services to similar clients, estimated hours by support staff, other factors and the proposal amount.

Sam moved to recommend Heinfeld, Meech & Co. for \$13,125 as the Committee’s recommendation to the Board. The motion was seconded by Rus and approved unanimously.

Sam moved to recommend CliftonLarsonAllen for \$15,000 as the Committee’s alternative recommendation to the Board. The motion was seconded by Windy and approved unanimously.

- B. Information/Discussion/Action regarding possible timing and generation of RFQs for District Engineer, District Hydrologist, and District accounting services.

The Committee discussed a potential RFQ for a District Engineer but deferred action pending an answer to whether PSWID is required to have a District Engineer and/or District Hydrologist. Rus agreed to request Tom to get an answer to that question from our attorney.

- V. **CALL TO THE PUBLIC** – There was no public at the meeting.

The meeting adjourned at 2:23 pm.

Minutes prepared by Rus Brock