

PURCHASING

The Purchasing Department proactively directs the County's procurement operations and activities. It also develops, coordinates and evaluates procurement and contract administration policies and programs; performs contract administration oversight; provides guidance and support to departments and agencies in administering contracts; develops purchasing requests; performs cost-price analyses, and analyzes cost-price indices.

DEPT NUMBER: 1-9171	PURCHASING					
FUNDING SOURCE(S)	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 BUDGET	FY 2010/11 BUDGET	INC/DEC FY 11 - 10
General Fund	172,760	192,060	201,932	209,996	192,755	(17,241)
EXPENDITURES						
Personnel Services Expenditures	162,236	178,094	185,223	196,256	179,655	(16,601)
Operating Expenditures	8,753	12,953	16,071	13,740	13,100	(640)
Capital Outlay	1,771	1,014	637	0	0	0
Other Expenditures	0	0	0	0	0	0
EXPENDITURE TOTAL	\$172,760	\$192,060	\$201,932	\$209,996	\$192,755	(\$17,241)
AUTHORIZED PERSONNEL	3	3	3	3	3	0

FY 2010/11 Budget Highlights & Initiatives

- There are no significant changes to the FY 2010/11 Recommended Operating Budget.

Goal:

To procure supplies, equipment, material and services in a timely, efficient and effective manner and in compliance with applicable laws, regulations and County policies

Objectives:

- Increase standardization of products and services procured throughout the county in order to reduce total cost
- To ensure we obtain and acquire the best price and value for each dollar spent
- Development of strong, professional working relationships with our vendors, our internal customers and in our local community

Function or Division	Description	Percent of Budget
Procurement	Develop, coordinate and evaluate procurement and contract administrative service for the county	100%