



Doing Things!

Purchasing Work Session Presentation

Presented by: Joe Lauro, Director
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Who We Are

- 21 FTE (1% of workforce) in two divisions
 - Operations
 - Support
- Centralized purchasing and contracting for the Board of County Commissioners (BCC), Constitutionals and independent agencies

What We Do

- Facilitate procurement processes using regulatory code and policy to ensure ethics and competition
- Create audit trails
- Ensure the market created by Pinellas County is apportioned fairly
- Participant in the Tampa Bay Area Purchasing Cooperative

What We Do

- Manage the BCC Purchasing Card Program and e-Payables Program
- Manage the Construction Contractor Pre-qualification Program
- Manage over 1,000 active contracts

Deliver First Class Services to the Public and Our Customers

- 5.1 Maximize partner relationships and public outreach
 - Provide outreach opportunities for greater understanding of procurement processes
 - Act as consultants in the contracting process
 - Pursue Achievement in Excellence in Procurement Award

Deliver First Class Services to the Public and Our Customers

- 5.2 Be responsible stewards of the public's resources
 - Determine the best delivery method for optimum savings and efficiency for capital projects
 - Assure competitive bid process and contracts comply with ordinances and procedures.

Deliver First Class Services to the Public and Our Customers

- 5.3 Ensure effective and efficient delivery of County services and support
 - Improve procurement processes via technological enhancements
 - Consistently review purchasing policy and procedures and amend as necessary
 - Periodically bring Consultant Competitive Negotiation Act (CCNA) consultants together to discuss County process

Opportunities

- Enhance understanding of procurement process

Doing Things:

- Educate internal customers on purchasing process including the need for proper documentation and audit trails (5.1)
- Approach vendors/contractors and internal customers as partners (5.1)

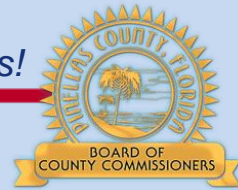
5.2 Key Measures

- Competitive bid process and contracts compliance
- Savings attributed from using Purchasing Card
- Revenue received from using Purchasing Card
- Revenue received from E-payable program

Savings from use of P-Card FY15	Revenue from use of P-Card FY15	Purchase orders issued FY15	Revenue received from E-payables FY15
\$1,295,500	\$263,404	3954	\$67,326

5.3 Key Measures

- Reduce contract review and procurement cycle



Thank You!