

Pima County FY 2005/06 Recommended Budget

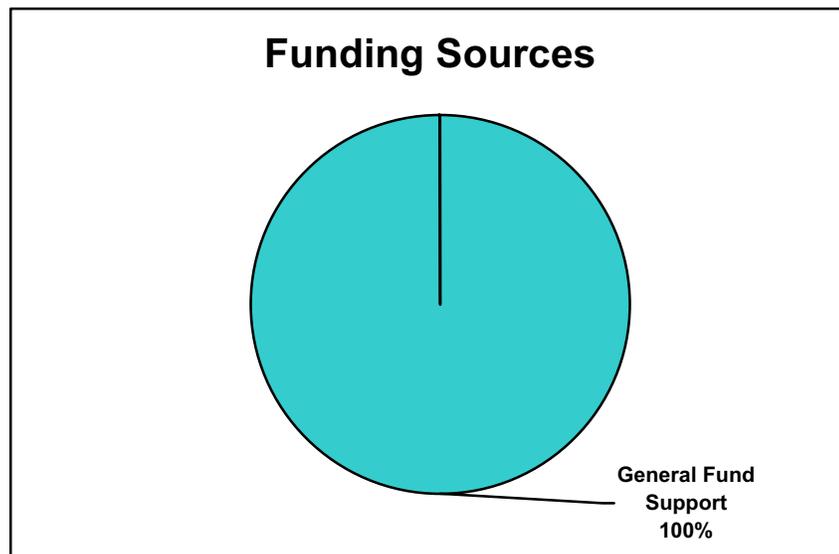
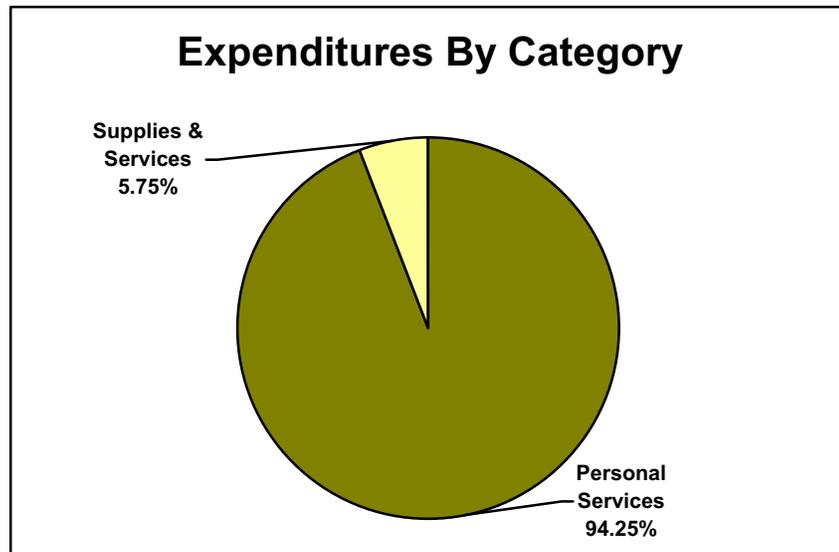
Procurement – General Fund

Revenue \$ 0
Expenditures 1,321,722

Fund Impact \$(1,321,722)

FTEs 30.0

Function Statement: Provide all materials and services for County departments, except as specified by delegation pursuant to the procurement code or under the small purchase procedure. Administer the Pima County Minority/Women-Owned Business Enterprise Program in accordance with County Code requirements for outreach, price preference, subcontractor goals, and compliance review. Ensure compliance with the Living Wage Ordinance 2002-1 through assistance, review, and monitoring of eligible Pima County contracts, as outlined in the covered services section of the ordinance. Manage the contracts review approval process. Provide vendor/business assistance and education to vendors concerning bid preparation, bonds and insurance, and the conduct of business with the County. Track and monitor all County contracts.



Recommended Budget Summary - General Fund

	<u>Total Expenditures</u>	<u>Total Revenues</u>	<u>Operating Transfers</u>	<u>Net General Fund Impact</u>
FY 2004/05 Adopted	1,307,571	0	0	(1,307,571)
Annualize FY 2004/05 Salary Adjustments	17,179			(17,179)
Benefits Adjustment	24,430			(24,430)
Elimination of Interdepartmental Salary Allocation	(27,458)			27,458
Supplemental Requests				
Package B: MWBE New Position				0
Package C: P-Card Program				0
Package D: Spirit Package				0
Package E: Synergen/Spirit Package				0
Total Recommended Budget	<u>1,321,722</u>	<u>0</u>	<u>0</u>	<u>(1,321,722)</u>
Full Time Equivalents (FTEs)	<u>30.0</u>			

Comments/Issues

The department is focusing on the development of improved systems in the coming year, such as the proposed P-Card system to streamline routine purchases throughout the County, the Spirit system implementation, and the Synergen system implementation. Other financial/administrative changes have been minimal.

The revenue shown on the following page as projected for fiscal year 2004/05 is a non-recurring state reimbursement for Spirit system customization.

The department submitted four requests for supplemental funding. None are recommended.

Five Year History of Expenditures and Revenues - General Fund

	FY 2001/02 Actual	FY 2002/03 Actual	FY 2003/04 Actual	FY 2004/05 Projected	FY 2005/06 Recommended
Expenditures	841,344	822,884	1,008,995	1,307,571	1,321,722
Revenues	275	176	76	78,966	0

Funding Summary By Department - General Fund

	FY 2004/05 Adopted	FY 2005/06 Department Base Request	FY 2005/06 Department Supplementals	FY 2005/06 Department Total Request	FY 2005/06 Administrator Recommended
Expenditures					
Personal Services	1,228,241	1,245,730	201,324	1,447,054	1,245,730
Supplies and Services	79,330	75,992	47,600	123,592	75,992
Capital	0	0	0	0	0
Total Expenditures	1,307,571	1,321,722	248,924	1,570,646	1,321,722
Revenues					
None	0	0	0	0	0
Total Revenues	0	0	0	0	0
General Fund Support	1,307,571	1,321,722	248,924	1,570,646	1,321,722
To Total Funding	1,307,571	1,321,722	248,924	1,570,646	1,321,722

SUMMARY BY ACCOUNT

Department Name: PROCUREMENT

ACCOUNT NAME	2003/04	2004/05		2005/06	
	ACTUAL	ADOPTED	YTD THRU FEB 28, 2005	DEPARTMENT REQUESTED	RECOMMENDED
EXPENDITURE ACCOUNTS -					
SALARIES & WAGES	708,328	1,386,022	652,172	1,573,468	1,414,619
OVERTIME	10	0	83	5,101	5,101
TEMPORARY HELP	37,536	0	12,503	0	0
SPECIAL ASSIGNMENT PAY	2,085	4,826	0	0	0
BUDGETED BENEFITS	162,868	306,069	142,565	389,943	347,468
SALARY REDUCTION	(2,383)	(509,863)	0	(521,458)	(521,458)
INTERDEPARTMENTAL SALARIES	0	41,187	0	0	0
** OBJECT TOTALS FOR:					
PERSONAL SERVICES	908,444	1,228,241	807,323	1,447,054	1,245,730
OFFICE SUPPLIES	19,182	13,850	10,638	15,100	15,100
BOOKS/SUBSCRIPTIONS/VIDEO	787	3,270	437	2,950	2,950
SOFTWARE / SOFTWARE LICENSES <\$1,000	2,464	4,950	0	4,600	4,600
FUEL, OIL, LUBRICANTS	0	0	12	0	0
HOUSEHOLD/INDUSTRIAL SUPPLIES	34	0	34	2,235	2,235
REPAIR & MAINTENANCE SUPPLIES	768	0	0	800	800
SMALL TOOLS & OFFICE EQUIP < \$1,000	11,155	11,100	1,571	24,400	16,800
NON MEDICAL PROFESSIONAL SERVICES	0	0	4,301	40,300	300
TELEPHONE/VOICE/DATA TELECOMMUNICATION	12,358	12,500	9,003	16,542	16,542
POSTAGE & FREIGHT	2,299	7,500	2,226	7,000	7,000
MILEAGE REIMBURSEMENT	252	2,025	126	1,300	1,300
IN-STATE TRAVEL	711	5,000	1,002	4,000	4,000
IN-STATE TRAINING	4,502	9,820	1,378	7,800	7,800
OUT-OF-STATE TRAVEL/TRAINING	2,671	0	567	0	0
MOTOR POOL	1,102	2,700	908	1,750	1,750
ADVERTISING	4,606	5,500	1,351	4,500	4,500
PRINTING AND MICROFILMING	7,094	9,100	4,963	7,000	7,000
OTHER INSURANCE	50	0	0	0	0
REFUSE/SEWAGE DISPOSAL/RECYCLING	665	0	0	0	0
LEASES & RENTALS	450	10,000	175	5,400	5,400
SUPPLIES & SERVICES REDUCTION	0	(27,037)	0	(35,385)	(35,385)
R&M MACHINERY & EQUIPMENT	4,042	6,652	2,760	7,000	7,000
R&M BUILDINGS & GROUNDS	2,993	0	1,300	2,500	2,500
DUES AND MEMBERSHIPS	2,018	2,400	620	3,800	3,800
OTHER MISCELLANEOUS CHARGES	368	0	87	0	0
** OBJECT TOTALS FOR:					
SUPPLIES & SERVICES	80,571	79,330	43,459	123,592	75,992
OFF MACH/COMPUTER \$1,000 - \$4,999	19,980	0	0	0	0

SUMMARY BY ACCOUNT

Department Name: PROCUREMENT

ACCOUNT NAME	2003/04	2004/05	YTD THRU	2005/06	
	ACTUAL	ADOPTED	FEB 28, 2005	DEPARTMENT REQUESTED	RECOMMENDED
** OBJECT TOTALS FOR:					
CAPITAL OUTLAY	19,980	0	0	0	0
*** TOTAL: EXPENDITURE ACCOUNTS -	1,008,995	1,307,571	850,782	1,570,646	1,321,722
REVENUE					
GENERAL GOVERNMENT FEES	33	0	0	0	0
** OBJECT TOTALS FOR:					
CHARGES FOR SERVICES	33	0	0	0	0
MISCELLANEOUS COLLECTIONS	41	0	78,699	0	0
OTHER MISCELLANEOUS REVENUE	2	0	267	0	0
** OBJECT TOTALS FOR:					
MISCELLANEOUS	43	0	78,966	0	0
*** TOTAL: REVENUE	76	0	78,966	0	0

This page intentionally left blank.