



Legislation Text

File #: 23-2702, **Version:** 1

Department: Purchasing

Department Head/Elected Official: DeWight Dopslauf

Regular or Supplemental RCA: Regular RCA

Type of Request: Position

Project ID (if applicable): N/A

Vendor/Entity Legal Name (if applicable): N/A

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

Request Summary (Agenda Caption):

Request for approval of three positions effective June 3, 2023 to support procurement operations.

Background and Discussion:

The requested positions for Process Improvement and Engagement Director and two (2) Senior Buyers was a result of the recommendations by Protiviti for the Procure to Pay initiative; staffing levels compared to other agencies is considerably lower.

Expected Impact: N/A

Alternative Options: N/A

Alignment with Goal(s):

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health
- ☐ Transportation
- ☐ Flooding
- ☐ Environment
- ☒ Governance and Customer Service

Prior Court Action (if any):

| Date | Agenda Item # | Action Taken |
|------|---------------|--------------|
| | | |

Location:

Address (if applicable): N/A

Precinct(s): Countywide

| Fiscal and Personnel Summary | | | |
|--|--------------|--------------|-------------------|
| Service Name | | | |
| | FY 23 | FY 24 | Next 3 FYs |
| Incremental Expenditures (do NOT write values in thousands or millions) | | | |
| Labor Expenditures | \$ | \$ | \$ |
| Non-Labor Expenditures | \$ | \$ | \$ |
| Total Incremental Expenditures | \$ | \$ | \$ |
| Funding Sources (do NOT write values in thousands or millions) | | | |
| Existing Budget | | | |
| 1000 - General Fund | \$200,712 | \$ | \$ |
| Choose an item. | \$ | \$ | \$ |
| Choose an item. | \$ | \$ | \$ |
| Total Current Budget | \$200,712 | \$ | \$ |
| Additional Budget Requested | | | |
| 1000 - General Fund | \$ | \$634,000 | \$1,902,000 |
| 1000 - General Fund | \$ | \$ | \$ |
| 1000 - General Fund | \$ | \$ | \$ |
| Total Additional Budget Requested | \$ | \$ | \$ |
| Total Funding Sources | \$ | \$634,000 | \$1,902,000 |
| Personnel (Fill out section only if requesting new PCNs) | | | |
| Current Position Count for Service | 0 | 0 | |
| Additional Positions Requested | 3 | 3 | 3 |
| Total Personnel | 3 | 3 | 3 |

Anticipated Court Date: May 16, 2023**Anticipated Implementation Date (if different from Court date):****Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item**Contact(s) name, title, department:** DeWight Dopslauf, County Purchasing Agent, Office of the Purchasing Agent

Attachments (if applicable): Job Descriptions