

**PURCHASING
ADMINISTRATION AND OPERATIONS**

Fiscal Year 2007 - 1st Quarter

Goal Statement

To procure goods and services in an efficient manner as required by County Departments and Divisions enabling them to perform their functions to the citizenry in a timely manner.

Performance Measures	FY 2006 Year-to-Date	FY 2007 Year-to-Date	FY 2007 Projected	
Number of solicitations processed (excluding resolicitations)	N/A	210	834	
Number of resolicitations processed	N/A	44	260	
Solicitations processed per professional position	N/A	11	47	
Small Business Enterprises (SBE) solicited (notified)	2,901	N/A	16,568	1
Total Awards issued centrally (including SBEs)	N/A	253	2,412	
Total purchase orders issued centrally to SBEs	N/A	44	301	
Average number of calendar days to process quotations <\$30,000	N/A	N/A	53	1
Average number of calendar days to process non-construction awards >\$30,000 <\$250,000	N/A	N/A	157	1
Average number of calendar days to process construction awards >\$30,000 <\$250,000	N/A	N/A	150	1
Average number of calendar days to process non-construction awards >\$250,000	259	N/A	167	1
Average number of calendar days to process construction awards >\$250,000	202	N/A	160	1
Percent of Master Agreements renewed/replaced 30 days prior to expiration	N/A	41	67	
Internal customer satisfaction rating (%)	N/A	N/A	78	1

Notes

1 Data not available at this time due to required development of specialized Advantage reports. Data is expected to be available for the 2nd quarter.

**PURCHASING
CENTRAL WAREHOUSE**

Fiscal Year 2007 - 1st Quarter

Goal Statement

To maintain a stock of low dollar, high volume items for economical and efficient distribution to agencies on a demand basis and to dispose of surplus property.

Performance Measures	FY 2006 Year-to-Date	FY 2007 Year-to-Date	FY 2007 Projected	
Number of line items processed	6,796	6,790	28,000	
Cost per dollar of inventory processed (expressed in cents)	26	29	30	
Dollar value of goods sold as surplus (auction or sale)	6,784	2,823	90,000	1
Percent of pick-up orders pulled same day	100	100	95	
Percent of delivery orders made next day	100	N/A	95	2
Internal customer satisfaction rating (%)	N/A	N/A	90	
Percent of inventory availability	0	N/A	95	3

Notes

- 1 This measure is lower than last year because there were no public sales and a reduced number of surplus bids as a result of the surplus warehouse closure on October 1, 2006.
- 2 This measure is no longer viable because regular deliveries were discontinued effective October 1, 2006 due to a staff reduction. Only limited bulk deliveries are being made.
- 3 This measure is no longer viable because inventory backorder servicing was turned off effective October 1, 2006 due to the elimination of office supply inventory items which are in the process of being discontinued.