



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

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a. Receive a status report on the County of Monterey's Annual Spend for FY24/25.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Receive a status report on the County of Monterey's Annual Spend for FY24/25.

SUMMARY

The Contracts and Procurement Office (C&P) within the County Administrative Office provides decentralized procurement and contract management support to County staff across all 28 departments. C&P oversees the full lifecycle of goods and services procurement through the County's Enterprise Resource Program (ERP), Advantage, ensuring consistency, compliance, and adherence to County policies and industry standards.

In FY24/25, the County procured goods and services from approximately 1,716 vendors, representing \$158.8 million in total procurement activity. Of this amount, \$52.5 million was expended with local vendors within Monterey County, reflecting the County's ongoing commitment to supporting the local business community. C&P also administers the Surplus Program, which generated \$181,730 in savings during FY 2025. In addition, the Procurement Card (P-Card) Program continues to provide decentralized purchasing support with 554 active cards and \$9.15 million in annual expenditures.

DISCUSSION:

The C&P team continues to advance procurement best practices and operational consistency to strengthen procurement operations. Following the Board's approval of the updated Procurement Manual in February 2025, C&P staff ensures procedures designed to improve clarity, efficiency, and policy compliance across all departments are implemented. C&P also maintains a strong focus on procurement education and professional development, highlighted through the ongoing success of the Contracts and Procurement Academy, which has contributed to a more knowledgeable and consistent countywide procurement workforce.

Beyond purchasing and contracting, C&P manages the Countywide Service Agreement Program and oversees the lease arrangements for the County-operated cafés and Crescita Daycare, including 1441 Schilling Pl Café and Villa Rivera Café. This responsibility includes coordination of logistics and seating area reservations for 1441 Schilling Place Café.

A dedicated team of eight (8) Deputized Purchasing Agents supports the County's high-volume and complex procurement needs. The division upholds the County's standards of transparency, integrity, accountability, and strategic stewardship, and remains committed to continuous improvement, ethical procurement practices, supplier relationship management, and cost-effective service delivery.

A detailed summary of FY24/25 procurement activity is provided in the attached PowerPoint presentation.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

FINANCING:

There will be no increase in General Fund Contributions as a result of this presentation to the Board.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

The Board's continuation of receiving this status report regarding the County of Monterey's Annual Spend per fiscal year will ensure transparency, accountability, and informed decision-making regarding County procurement activities and appropriate stewardship of public funds.

Mark a check to the related Board of Supervisors Strategic Plan Goals:

- ☐ Well-Being and Quality of Life
- ☐ Sustainable Infrastructure for the Present and Future
- ☐ Safe and Resilient Communities
- ☐ Diverse and Thriving Economy

If does not fall under any of the above Board of Supervisors Strategic Plan Goals (Other):

☒ Administrative

Link to the Strategic Plan:

[<https://www.countyofmonterey.gov/home/showdocument?id=139569>](https://www.countyofmonterey.gov/home/showdocument?id=139569)

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Attachments:

Power Point Presentation