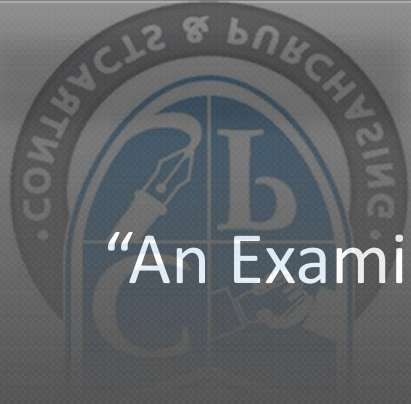




Monterey County
Administrative Office



Civil Grand Jury Report
“An Examination of Monterey County Contracting
and Purchasing Practices”
August 24, 2021

Civil Grand Jury Findings (F1-F18)

F1- Contract Visibility and Transparency

F2- Contract Tracking Systems

F3- Countywide Access to Department Contracts

F4- Real-Time Contract Details

F5- Standard Operating Procedures and Compliance

F6- Procurement Ethics

F7- Competitive Pricing and Negotiation

F8- De-centralized Procurement

F9- De-centralized Negotiation

F10- Central Control for procurement of Goods and Services not required

F11- Contracts and Purchasing Academy Viability

F12- Contracts and Purchasing Academy Requirement

F13- Contracts and Purchasing Academy Curriculum

F14- Contracts and Purchasing Academy Accessibility

F15- Monterey County Contracts and Purchasing Manual Update

F16- Monterey County Contracts and Purchasing Manual Content and Format

F17- Contracts and Purchasing Manual and Academy Cross Reference

F18- Contracts and Purchasing Manual Primary Source for Monterey County procurement

Civil Grand Jury Recommendations (R1-R12)

R1- Develop Uniformity

R2- Establish and fully implement a Countywide On-line Contract Tracking System

R3- Countywide Training

R4- Fund Contracts and Purchasing Academy Course Materials and Updates

R5- On-line Accessibility to Contracts and Purchasing Academy

R6- On-going training and certification for Contracts and Purchasing Procedures

R7- Update current Contracts and Purchasing curriculum to include Procurement Ethics

R8- Requirement to comply with Contracts and Purchasing Standard Operating Procedures

R9- Update the Monterey County Contracts and Purchasing Manual

R10- Update the Procurement Ethics Section of the Purchasing Manual

R11- Emphasize the “Ethical Standards for Purchasing” Section of the Manual

R12- Make the Monterey County Contracts/Purchasing Manual accessible in an online format

Monterey County Administrative Office Contracts and Purchasing Structure

- S1- eCMS On-line platform to Manage Contracts developed by ITD
- S2- Central Advantage System Multiyear Agreement
- S3- Countywide Service Agreements
- S4- Contracts and Purchasing Standard Operating Procedures
- S5- Countywide Department Contracts and Purchasing Coordinators
- S6- County Contracts and Purchasing Subject Matter Experts (Focus Group)
- S7- Advantage Centralized Workflow Process for Reviewing and Approving Goods
- S8- Advantage Centralized Workflow Process for Reviewing and Approving Service Contracts
- S9- Contracts and Purchasing Academy
- S10- Contracts and Purchasing Deputized Purchasing Agents Assigned to Departments for support and real-time training.

Monterey County Administrative Office Contracts and Purchasing PLAN

P1- Re-structuring the Monterey County Contracts and Purchasing Academy

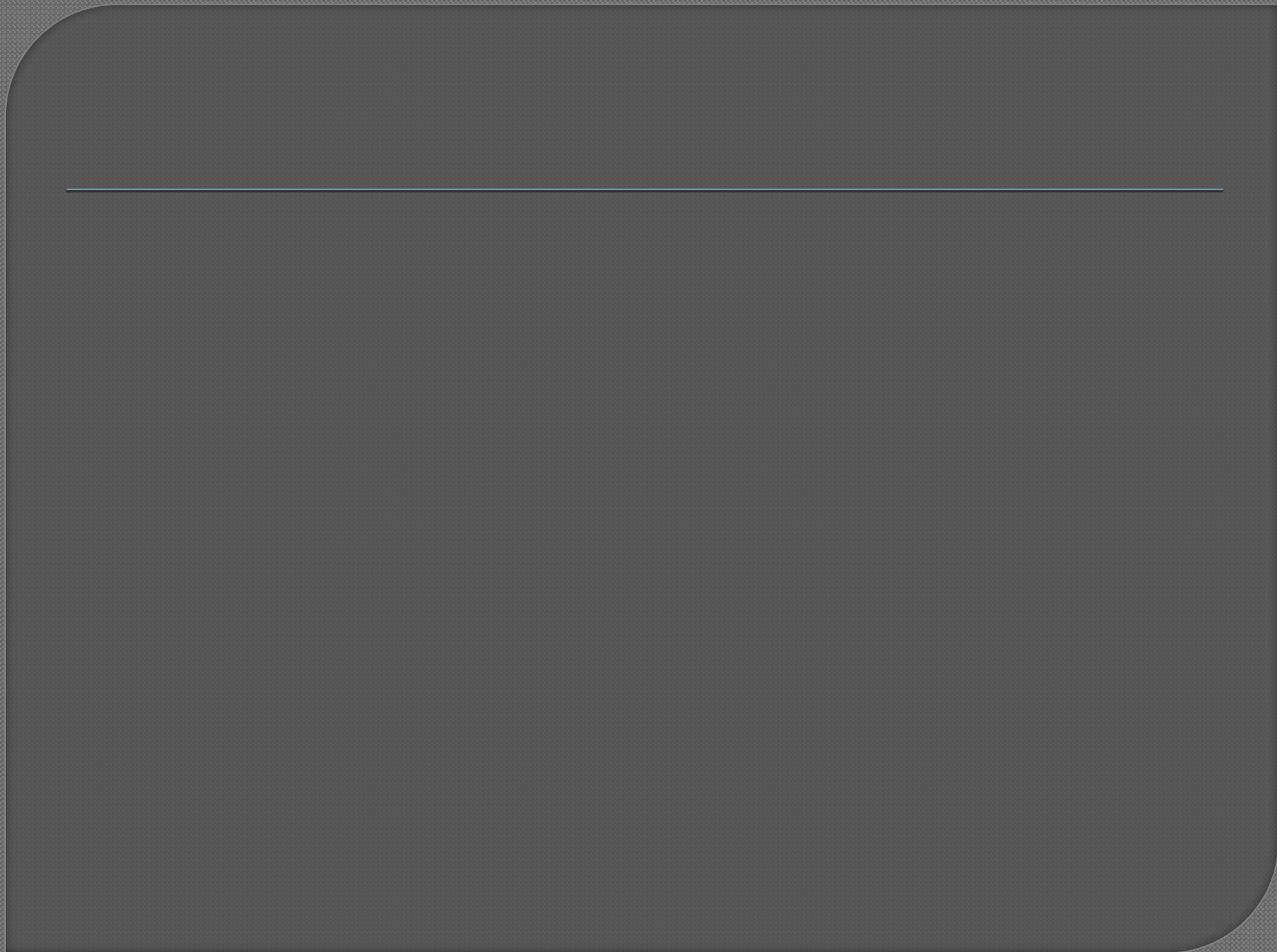
P2- Re-structuring the Monterey County Contracts and Purchasing Manual

P3- Updating Standard Operating Procedures

P4- Continue to work with Departments and ITD to develop and fully implement and system for Contracts Management and Transparency

P5- Work with County Counsel and Risk Management to incorporate a robust Procurement Ethics Section in the Purchasing Manual and the Purchasing Academy Curriculum

OPEN DISCUSSION AND QUESTIONS



Open Discussion and Questions