



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: General Services
Department No.: 063
For Agenda Of: 04/09/13
Placement: Departmental
Estimated Tme: 30 Minutes
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Jim Laponis, Interim Director 568-2626
Director(s)
Contact Info: Mark Masoner, Business Leader 568-2692
SUBJECT: Local Vendor Outreach Program: Annual Report for 2012

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: N/A

Other Concurrence:

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Accept the annual report on the results of the Local Vendor Outreach Program for calendar year 2012.
- b) Determine that the acceptance of the annual report is not a “project” as defined by State CEQA Guidelines Section 15378(b)(5), as it is an administrative activity that will not result in direct or indirect changes in the environment.

Summary Text:

Through the positive efforts of all involved, the County successfully achieved the established goal of directing 60% of discretionary spending to vendors located within the County of Santa Barbara in 2012.

Background:

The Board of Supervisors established the Local Vendor Outreach Program (The Program) in 1993 with the goal of increasing local vendor participation in the County’s procurement process. The Program began with a series of educational seminars for local businesses designed to acquaint them with the processes and procedures of County Government Procurement and to encourage their participation in selling goods and services to the County.

The Program also has reporting requirements whereas the Purchasing Manager is responsible for tracking the amount of money spent with local vendors, and to report annually on the progress made in increasing participation and meeting established goals. In 1997, a Performance Measure was adopted by the Board of Directors as part of the General Services Department budget establishing the goal of having 60% of the County's discretionary expenditures spent locally. In 2012, and for the second consecutive year, the goal was successfully achieved.

In calendar year 2012, the County spent \$107 million with local vendors (out of a total of \$177 million discretionary dollars). As a percentage, we exceeded our 60% goal in 2012 by spending 61% with local vendors. These positive results are due directly to the combined efforts of the following (as a percentage spent): 54% was spent by the authority of Board actions, 34% was spent by the authority of the Purchasing Division actions, and 12% was spent by the authority of individual Department actions.

As compared to the other 57 Counties in California, Santa Barbara has the second highest local vendor preference at 6%. This preference is applied in the evaluation of tangible items that are bid by the Purchasing Division.

The definition of a local vendor (as approved by the Board in 2005) is a vendor that 1) has a physical business office in the County, 2) holds a business license in the County, 3) has a resale license as issued to the local business address, and 4) whose office is staffed during normal business hours by a minimum of 1 full time employee. There is no mandate that the actual employee be a resident of the County. General Services does not track how many employees a local vendor has or how many of them live within the County.

Performance Measure:

The Performance measure in this program is to spend a minimum of 60% of the County's discretionary funds on goods and services with local vendors.

Fiscal and Facilities Impacts: None

Fiscal Analysis: None

Narrative:

The Program is accomplished within the existing budget of the Purchasing Division, General Services Department.

Staffing Impacts: None

Special Instructions:

Attachments:

Local Vendor Outreach PowerPoint Report

Authored by: Mark Masoner, Department Business Specialist