



# RESOURCE MANAGEMENT DEPARTMENT



*SEMINOLE COUNTY*  
FLORIDA'S NATURAL CHOICE

# RESOURCE MANAGEMENT DEPARTMENT

The Resource Management Department is committed to promoting long-term fiscal stability and resiliency and acts as stewards of the County's financial resources. The Department works to foster transparency and accountability with respect to financial matters; ensuring compliance with applicable laws, rules and regulations. Under the direction of the County Manager, the Department oversees all fiscal related activities of the Board of County Commissioners.

The Department strives to provide sound fiscal management, policy development, timely and accurate information, quality assistance, and reliable recommendations relative to the County's strategic priorities.

Resource Management delivers the following programs:

- Central Charges
- Printing and Mail Services
- Office of Management and Budget
- Municipal Services Business Unit (MSBU)
- Purchasing and Contracts
- Recipient Agency Grants
- Resource Management Business Office
- Risk Management

## PROCUREMENT AND CONTRACTS:

Seminole County Procurement and Contracts received several accolades and awards in 2017, including:

- Outstanding Agency Accreditation by the National Institute for Public Procurement. The Institute membership represents 3,000 governmental agencies; less than 5% of those public agencies have attained this distinction;
- Achievement of Excellence in Procurement from the National Purchasing Institute (NPI). Seminole County was one of 48 Municipal Counties in the Nation to receive this recognition;
- Excellence in Public Procurement from the Florida Association of Public Purchasing Officers, Inc. (FAPPO). Seminole County was one of three of Florida's 67 counties to receive this honor;
- Best Practice Public Procurement from the Florida Association of Public Purchasing Officers, Inc. Seminole County was one of two Counties in the State to receive this recognition;

## VENDOR/BUSINESS RELATIONS:

- Seminole County has nearly 29,000 registered vendors;
- The Procurement and Contracts division sponsored the County's annual Vendor Fair in March 2017, where almost 100 vendors participated;
- Resource Management representatives participated in several education programs to encourage a diverse range of businesses to work with the County, including small businesses and those that are owned by minorities, veterans and women;

- The Procurement and Contracts division represented Seminole County at the Annual Reverse Trade Show where training and education regarding how to do business with Seminole County was shared with 300 vendor attendees.

## MSBU:

- Produced an on-time, accurate and statutorily sound annual non-ad valorem assessment roll that included 123,272 non-ad valorem assessments. More than \$17,847,800 of generated revenue funded essential public services that yield special benefit to 90,000 properties;
- Supported English Estates homeowners with the creation of a MSBU that funds lake restoration and ongoing environmental maintenance and services and with the replacement of incandescent streetlight fixtures with LED fixtures;
- Responded to more than 30 MSBU application inquiries;

## PRINT CENTER:

- In effort to streamline large printing projects, last year the County Print Center upgraded printing equipment and software. The new "Web Submit" program allows users to build, submit, and track print jobs from start-to-finish. The new printing equipment allows for increased volume without additional labor, faster project turnaround time, and reduced paper costs.

## RESOURCE MANAGEMENT DEPARTMENT BY THE NUMBERS

### SAVINGS/VALUE FOR TAXPAYERS

#### IN 2017, PROCUREMENT AND CONTRACTS

- **SAVED \$6.22M VIA COMPETITIVE CONTRACTS;**
- **CREATED \$138,784 IN REVENUE THROUGH THE USE OF PROCUREMENT CARDS;**
- **REALIZED \$251,655 IN SALES TAX RECOVERY SAVINGS**

### CUSTOMER SERVICE ENHANCEMENTS ACCOUNTABILITY:

- **7,795 FIXED ASSETS VALUED AT OVER \$103.4M ARE INVENTORIED AND ACCOUNTED BY USING RADIO-FREQUENCY IDENTIFICATION (RFID) TECHNOLOGY FOR ACCOUNTABILITY AND EFFICIENCIES.**

