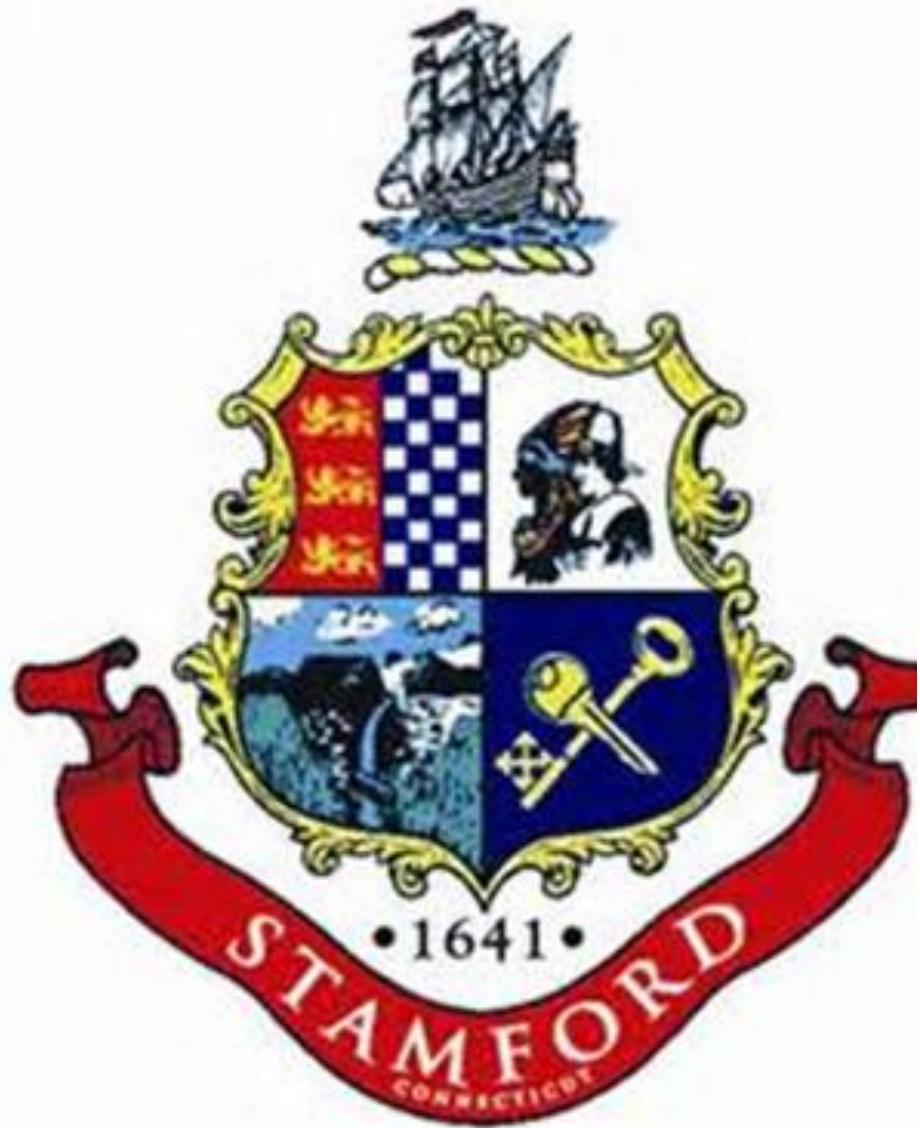


CITY OF STAMFORD
PURCHASING
DEPARTMENT

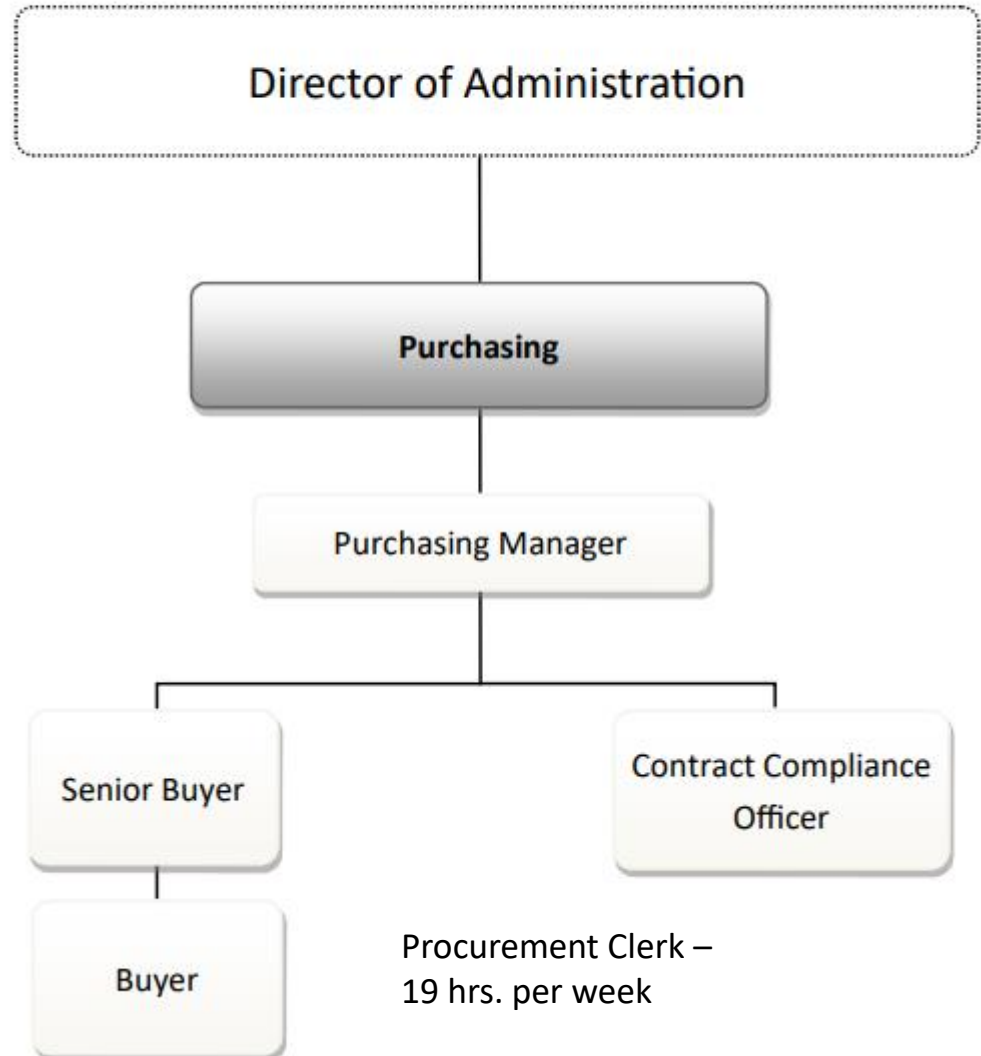
Erik J. Larson
Purchasing Manager
March 12, 2025



Department/Div. Organizational Chart

Office of Administration

Purchasing



Budget Summary (FY 2025-26)

FY25/26 Proposed Budget - \$650,239

- Increases primarily driven by salary
- Minor increases to:
 - Software maintenance
 - Subscriptions
- Minor decreases to:
 - Postage
 - Copying & Printing

New or Expanded Services/Programs (FY 2025-26)

Purchasing – Trends						
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Purchase orders issued*	3,713	3,858	4,015	4,000+	3,541	3,402
Total Amount	\$137,818,347	\$139,321,243	\$98,588,043	\$105,221,748	\$110,298,956	\$127,602,120
Competitive bids	87	51	72	68	65	57
Competitive proposals	34	29	38	44	33	57
Contracts/amendments based on CT State contracts; miscellaneous & coops	132	115	100	129	73	34
GSA contracts	8	6	6	2	1	1
Contracts extended	72	164	135	160	176	100
Bid waivers processed (COS & WPCA)	132	143	211	204	146	86

**Does not include requests to increase, decrease or cancel.*

Key Challenges & Changes (FY 2025-26)

Performance Improvements & Efficiencies

- Introduction of Oracle Redwood Self Service Procurement – a new module for supplier registration and requisition entry.
- Ensuring compliance for projects with multiple funding sources (State and Federal) in an evolving environment.
- Continue identify how we can use the tools we have to their full potential:
 - SharePoint site for Purchasing forms and solicitation support materials;
 - Teams channel for sharing information between departments;
 - Expanded use of the ProcureWare Clarifications feature for requests for information/questions;
 - Oracle agreement deliverables for contract renewal notifications.

Thank You!