

BOARD OF COUNTY COMMISSIONERS

DATE: December 11, 2012

AGENDA ITEM NO. 7

Consent Agenda ☒

Regular Agenda ☐

Public Hearing ☐

County Administrator's Signature

Subject:

Recommendation and Adoption of Resolution - Donation of Surplus Equipment

Department:

Real Estate Management
Department of Environment and Infrastructure

Staff Member Responsible:

Paul S. Sacco, Director
David Scott, Executive Director

Recommended Action:

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) ADOPT THE ATTACHED RESOLUTION WHICH AUTHORIZES DECLARING PERSONAL PROPERTY AS SURPLUS AND TRANSFERRING SAME BY DONATION, TO HILLSBOROUGH COMMUNITY COLLEGE, AS REQUESTED BY THE DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE (DEI).

Summary Explanation/Background:

The purpose of this request is to transfer an atomic absorption spectrophotometer (Asset #56191), purchased in 1986, and an inductively coupled plasma unit (Asset #60194), purchased in 1988, from DEI to Hillsborough Community College (HCC). DEI has no use for these devices; they were replaced with new devices in 1997 when the devices were loaned to HCC. HCC currently uses the devices in their Environmental Science Technology Program. HCC is willing to accept donation of the devices.

The present value of the two devices at auction is estimated at between \$200 and \$500. As a result, it is cost prohibitive to incur the relocation costs necessary to sell these devices as surplus in Pinellas County; and consideration for sale of the devices at the current location could result in unnecessary interference to the daily activities of the HCC campus. Also, the transfer will eliminate the need to track these items in County inventory. This transaction is in accordance with Sections 274.05 and 274.06 Florida Statutes.

Fiscal Impact/Cost/Revenue Summary:

The atomic absorption spectrophotometer and the inductively coupled plasma unit are both fully depreciated.

Exhibits/Attachments Attached:

Contract Review Transmittal Slip
Resolution
Correspondence from Hillsborough Community College

BOARD ACTION REVIEW TRANSMITTAL SLIP**PROJECT: Donation of Surplus – DEI to Hillsborough Community College****ESTIMATED EXPENDITURE/REVENUE:**



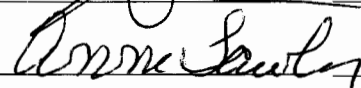
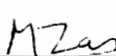
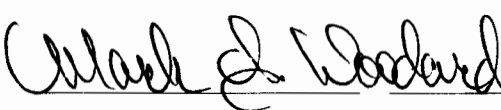
TYPE: ☐ Auction ☒ Donation
 ☐ Sale ☐ Other

\$0
 (Circle appropriate choice above.)

In accordance with the policy guide for Contract Administration, the attached documents are submitted for your review and suggested comments and/or changes.

- *To assist other reviewers in this process, please mark your comments and/or suggested changes directly upon the document itself in INK.*
- *So that we can correctly identify which are your comments on this form, please indicate the page numbers that correspond to your suggested changes and/or comments.*

Upon completion of your review, please complete the Board Action Review Transmittal Slip below and call _____, ext. _____ so that it can be picked up and taken to the next Review Authority on the list.

<u>Review Authority</u>	<u>Review Date</u>	<u>Review Signature</u>	<u>Corres. Pg. #s to Document</u>	<u>Comments Included/Addressed (Date)</u>
Real Est. Mgmt. (Paul S. Sacco)	<u>11/2/12</u>	<u></u>	_____	_____
DEI (David Scott)	<u>11/6/12</u>	<u></u>	_____	_____
Finance (Anne Lawler)	<u>11-7-12</u>	<u></u>	_____	_____
Legal (Michael Zas)	<u>11/8/12</u>	<u></u>	_____	_____
County Admin. (Mark Woodard)	<u>11/14/12</u>	<u></u>	_____	_____

Please return to Real Estate Management Department, Planning Division by 11/19/12
 All inquiries should be made to Andrew Puyke at telephone extension 43237.

RESOLUTION 12-__

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PINELLAS COUNTY, FLORIDA, DECLARING PERSONAL PROPERTY SURPLUS AND TRANSFERRING SAME TO HILLSBOROUGH COMMUNITY COLLEGE (HCC) AS REQUESTED BY THE DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE (DEI); PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the operating capital outlay equipment as identified in Exhibit A attached hereto (hereinafter, "Equipment"), originally purchased by the County to support the Utilities Department Laboratory is no longer needed by DEI; and

WHEREAS, said Equipment will continue to be used by HCC for their Environmental Science Technology Program.

WHEREAS, said equipment is currently on loan to HCC.

WHEREAS, DEI has requested that said Equipment be transferred to HCC.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Pinellas County, Florida, at a duly assembled meeting held on this _____ day of _____, 2012, as follows:

Section 1. The Equipment identified in Exhibit A is no longer needed for county purposes and is declared surplus and removed from the inventory of the Pinellas County Department of Environment and Infrastructure.

Section 2. By the adoption of this Resolution, all rights, title and interest in and to the Equipment is hereby transferred and conveyed to HCC.

Section 3. This Resolution shall take effect immediately upon its adoption.

Commissioner _____ offered the foregoing Resolution and moved its adoption, which was seconded by Commissioner _____, and upon roll call, the vote was:

Ayes:

Nays:

Absent and not voting:

APPROVED AS TO FORM
OFFICE OF THE COUNTY ATTORNEY

By: M Zas
Asst. County Attorney

EXHIBIT A

<u>Equipment to be Transferred</u>	<u>Tag No.</u>
Perkin Elmer Zeeman 3030 Atomic Absorption Spectrophotometer	56191
Perkin Elmer Model P-40 Inductively Coupled Plasma Unit	60194



www.hccfl.edu

Hillsborough Community College

November 1, 2012

Brandon Campus

10414 E. Columbus Dr.
Tampa, FL 33619
253.7802 (TDD) 253.7858

Dale Mabry Campus

4001 W. Tampa Bay Blvd.
Tampa, FL 33614
253.7202 (TDD) 253.7035

**Dr. Gwendolyn W. Stephenson
District Administration Center**

39 Columbia Drive
Tampa, FL 33606
253.7000 (TDD) 253.7174

MacDill Center

8102 Condor Street
MacDill AFB, FL 33621
840.0015/840.0660

Plant City Campus

1206 North Park Road
Plant City, FL 33563
757-2102 (TDD) 757-2166

SouthShore Campus

551 24th Street NE
Ruskin, FL 33570
259.6100

Ybor City Campus

2112 N. 15th Street
Tampa, FL 33605
253.7602 (TDD) 253.7788

Ms. Kathleen A. Roach
Laboratory Manager
Pinellas County DEI Lab

Dear Kathleen:

This letter will acknowledge that Hillsborough Community College accepts your donation of the equipment which you loaned to us several years ago for the Environmental Science Technology Program. This equipment will benefit both current and future students at the Plant City Campus. Thank you for your generosity.

Sincerely yours,
Bonnie Finsley Satterfield

Bonnie Finsley Satterfield, Ed.D.
Dean of Academic Affairs and Workforce Programs
Plant City Campus