



BOARD OF COUNTY COMMISSIONERS

DATE: July 9, 2013

AGENDA ITEM NO. **186.**

Consent Agenda ☒

Regular Agenda ☐

Public
Hearing ☐

County Administrator's Signature

Subject:

Declare Surplus and Authorize the Sale of Miscellaneous County Owned Equipment.

Department:

Real Estate Management
Animal Services

Staff Member Responsible:

Paul S. Sacco, Director
Maureen Freaney, Director

Recommended Action:

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) DECLARE AS SURPLUS AND AUTHORIZE THE SALE OF THE FORMER ANIMOBILE (ASSET #38211) AND ALL CONTENTS, INCLUDING, BUT NOT LIMITED TO, A PORTABLE GENERATOR (ASSET #35023) AND A SURGICAL LIGHT (ASSET #34945) CONTAINED THEREIN TO THE HIGHEST RESPONSIBLE BIDDER, PER SECTIONS 274.05 AND 274.06 FLORIDA STATE STATUTES AND BOARD SURPLUS DISPOSITION PROCEDURES.

Summary Explanation/Background:

The purpose of this recommended action is to declare miscellaneous County-owned equipment surplus and authorize its sale to the highest responsible bidder, pursuant to Sections 274.05 and 274.06 Florida State Statutes. The personal property consists of the former Animobile (Asset #38211), a portable generator (Asset #35023) and a surgical light (Asset #34945), which were used in conjunction with Animal Services' previous mobile operation. A determination has been made that the County no longer has a need for the vehicle and equipment.

The Board previously approved the surplus and sale of the former Animobile; however it has not been sent to auction. A determination was made after the initial Board approval that the portable generator and surgical light would be included with the Animobile for sale.

Based on recent interest from two veterinarians and the Pinellas Humane Society to purchase the Animobile for future mobile spay/neuter activities, the Animal Services Department requested the Animobile be offered for sale by the County, rather than be sent to auction.

In conformance with Sections 274.05 and 274.06 Florida State Statutes, a fair market value has been established for the vehicle; the intended sale will be publicly noticed, and sealed bids will be received by the Purchasing Department. The sale will be awarded to the highest responsible bidder. The current depreciated value is estimated to be \$4,817.00, which is based on the difference between the purchase price and accumulated annual depreciation value.

On July 12, 2013, the intended sale will be noticed in a newspaper having a general circulation in the County, in compliance with Section 274.06 Florida State Statutes.

Fiscal Impact/Cost/Revenue Summary:

Revenue derived from surplus sale

Exhibits/Attachments Attached:

Contract Review Transmittal Slip
Fair Market and Trade-In Value Justification Form

NON-PURCHASING CONTRACT REVIEW TRANSMITTAL SLIP

PROJECT: Declare Surplus and Authorize Sale of Miscellaneous County Owned Equip.	
CONTRACT NO.: number	ESTIMATED EXPENDITURE / REVENUE: amount (Circle or underline appropriate choice above.)

In accordance with Contract Administration and its Review Process, the attached documents are submitted for your review and comment. Please complete this Non-Purchasing Contract Review Transmittal Slip below with your assessment, and **forward to the next Review Authority on the list, skipping any authority marked "N/A."** Indicate suggested changes by noting those in "Comments" column, or by revising, in RED, the appropriate section(s) of the document(s) to reflect the exact wording of the desired change(s).

OTHER SPECIFICS RELATING TO THE CONTRACT:
Sale of Animobile

REVIEW SEQUENCE	DATE	INITIAL/ SIGNATURE	COMMENTS (IF ANY)	COMMENTS REVIEWED & ADDRESSED OR INCORPORATED
Originator: Paul S. Sacco	5/30/13	<i>Paul Sacco</i>		
Finance:** Anne Lawler	6/5/13	<i>Anne Lawler</i>	Asset # 38211 Tag # 87107 S 35023 S 108417 34945 105058 Total original cost was \$147,484.81	MB 06/24/13
Legal: Michael Zas	6/6/13	<i>MZ</i>		
Assistant County Administrator or Executive Director: Mark Woodard	6/10/13	<i>Mark Woodard</i>	→ See comments / Q's	MB 06/24/13

Please return to Andrew Pupke.

All inquiries should be made to Andrew Pupke ext. 43237.

** See Contract Review Process

Revised 5.13.13

Fair Market & Trade-In Value Justification Form

Asset # 38211

Turn In/Date	Asset #	Year	Make	Model	Description	Serial Number	Mileage	Hours	Dept/Rec'd from	Original price	% Projected Salvage Value (End of life)	Depr. Age (yrs.)	Planned Depr. Yrs.	Fully Depr.	Resale Value (End of life)	NADA Value (Current)	Kelly Blue Book (Current)	Average Sale Cost	Total Cost Per Unit
10/1/10	38211	1998	IHC	1652	Animal Services Medical Clinic	1HTMGABT1WA019154	42,194	2550	Animal Services	\$107,051	4.50%	15	10	yes	\$4,817	\$0	\$0	\$0	\$4,817

\$10,223	Annual Depreciation Value
\$102,234	Initial Value minus salvage value
\$107,051	Purchase Price (Validation)
\$4,817	Sale Price calculation in the absence of NADA & KELLY Blue Book comparisons