



**BOARD OF COUNTY COMMISSIONERS**

**DATE:** September 23, 2014

**AGENDA ITEM NO.** //

**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

**Staff Member Responsible:**

Paul S. Sacco, Director

**Recommended Action:**

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) DECLARE SURPLUS AND AUTHORIZE THE SALE OF MISCELLANEOUS COUNTY-OWNED EQUIPMENT TO THE HIGHEST RESPONSIBLE BIDDER, PER SECTION 274.06, FLORIDA STATUTES AND THE BOARD SURPLUS DISPOSITION PROCEDURES.

**Summary Explanation/Background:**

The purpose of this recommended action is to declare miscellaneous County-owned property surplus and authorize its sale to the highest responsible bidder, through competitive public auction, pursuant to Section 274.06, Florida Statutes. All of the assets identified below have been determined not useful to County operations due to age, condition or other factors. The auctions will be conducted by GovDeals.com. The property consists of the following:

- Nine (9) modular buildings located at the Brooker Creek Preserve, 3620 Fletch Haven Drive, Tarpon Springs, purchased in 2002, to support on-site activities at the Brooker Creek Preserve. The nine buildings are presently conjoined into one large building. Determination has been made that the usefulness of the buildings to County operations is no longer applicable as the buildings are no longer utilized due to staff consolidation. The buildings are in saleable condition. The estimated combined fair market value of the modular buildings is \$90,720. This value is based on information obtained from a representative in the modular building industry.
- One (1) construction trailer located at 4550 126<sup>th</sup> Avenue North, Clearwater, previously utilized by the Department of Environment and Infrastructure for office space. Determination has been made that the usefulness of the trailer to County operations has been exhausted. The estimated fair market value of the construction trailer is between \$1,000 and \$2,000.
- One (1) Rockwood travel trailer located at 9685 Ulmerton Road, Largo, previously utilized by Animal Services. The travel trailer was donated to Animal Services in 2003 by the Federal Emergency Management Agency (FEMA). It had been used to house Animal Services' interns, but the program has been discontinued. The estimated fair market value of the travel trailer is between \$4,000 and \$5,000.
- One (1) Cummins 300 kw generator and one (1) Onan 400 kw generator located at 9685 Ulmerton Road, Largo. The generators previously serviced the Emergency Medical Services building and have been replaced with new generators. The estimated fair market value of each generator is \$25,000.

- Telephone equipment identified as auctions 388, 389, 396, 397, 398, 399, and 401. The telephone equipment was previously used for County operations. The equipment is segregated by manufacturer and will be sold based upon like groupings to obtain highest resale value.
- One hundred and twelve (112) detention cell door motors, and ninety-seven (97) gear boxes, with one hundred and forty-four (144) components (gears, clutches, clutch plates and speed controls) for cell door operators located at the Pinellas County Detention Center, 14400 49<sup>th</sup> St. North, Clearwater. The detention cell door operators were obsolete and have subsequently been replaced with new equipment.

Following approval by the Board, Real Estate Management will distribute a Notice of Surplus Equipment (Notice) to the Suwannee County Board of County Commissioners, the Pinellas County School Board, and the Juvenile Welfare Board, per the Board approved resolution on January 14, 2014. Notice will also be distributed to interested governmental entities.

Following approval by the Board, Real Estate Management will notice the intended sales in a newspaper having a general circulation in the County, in compliance with Section 274.06, Florida Statutes.

**Fiscal Impact/Cost/Revenue Summary:**

- Proceeds from the modular buildings, construction trailer, travel trailer and detention cell components will be returned to the General Fund.
- Proceeds from the telephone equipment will be returned to the BTS Enterprise Improvement Plan Fund.
- Proceeds from the sale of the generators will be returned to the Emergency Medical Services Grant Fund.

**Exhibits/Attachments Attached:**

Contract Review Transmittal Slips  
Asset Inventory Reports (telephone equipment)

**NON-PURCHASING CONTRACT REVIEW TRANSMITTAL SLIP**

**PROJECT: Declare Surplus and Authorize Sale of Nine (9) Modulares located at 3620 Fletch Haven Drive, Tarpon Springs.**

**CONTRACT NO.:** number

**ESTIMATED EXPENDITURE / REVENUE:** \$90,720.00

(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:**

REVIEW SEQUENCE	DATE	INITIAL/ SIGNATURE	COMMENTS (IF ANY)	COMMENTS REVIEWED & ADDRESSED OR INCORPORATED
<b>Originator:</b> Paul S. Sacco	7/9/14	<i>Paul Sacco</i>	See Comments	<i>Done 8/6/14 EPW</i>
<b>Parks &amp; Conservation Resources</b> Paul A. Cozzie	7/11/14	<i>PA</i>		
<b>Finance:**</b> Anne Lawler	7/18/14	<i>Anne Lawler</i>		
<b>Legal:</b> <del>Michael Zas</del> <i>Michael Wallace</i>	8/5/14	<i>MW</i>		
<b>Assistant County Administrator or Executive Director:</b> Joseph Lauro	8/10/14	<i>JL</i>	<i>You should have a template for this memo. There are three similar memos in this CR with disparate language</i>	<i>Done 8/14/14 EPW</i>

Please return to Elena Weeks.

All inquiries should be made to Elena Weeks ext. 44546.

\*\* See Contract Review Process

Revised 02.28.14

**NON-PURCHASING CONTRACT REVIEW TRANSMITTAL SLIP**

**PROJECT: Declare Surplus and Authorize Sale of One Construction Trailer located at 4550 126<sup>th</sup> Avenue North, Clearwater**

**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:**

REVIEW SEQUENCE	DATE	INITIAL/ SIGNATURE	COMMENTS (IF ANY)	COMMENTS REVIEWED & ADDRESSED OR INCORPORATED
<b>Originator:</b> Paul S. Sacco	<i>Paul Sacco</i>	<i>8/7/14</i>	<i>See comments</i>	<i>Changes made 8/30/14 EPW</i>
<b>Department of Environment &amp; Infrastructure</b> David E. Scott	<i>8/13/14</i>	<i>DES</i>		
<b>Finance:**</b> Anne Lawler	<i>8/14/14</i>	<i>Anne Lawler</i>		
<b>Legal:</b> Michelle Wallace	<i>8/15/14</i>	<i>MW</i>		
<b>Assistant County Administrator or Executive Director:</b> Joseph Lauro	<i>8/15/14</i>	<i>JL</i>		

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\*\* See Contract Review Process

Revised 02.28.14

**NON-PURCHASING CONTRACT REVIEW TRANSMITTAL SLIP****PROJECT: Declare Surplus and Authorize Sale of One Rockwood Travel Trailer owned by Animal Services.****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:**

REVIEW SEQUENCE	DATE	INITIAL/ SIGNATURE	COMMENTS (IF ANY)	COMMENTS REVIEWED & ADDRESSED OR INCORPORATED
<b>Originator:</b> Paul S. Sacco	8/7/14	<i>Paul Sacco</i>	See Comments	<i>Changes made 8/20/14 EPW</i>
<b>Finance:**</b> Anne Lawler	8/14/14	<i>Anne Lawler</i>		
<b>Animal Services</b> Maureen Freaney	8/11/14	<i>Maureen Freaney</i>		
<b>Legal:</b> Michelle Wallace	8/15/14	<i>MW</i>		
<b>Assistant County Administrator or Executive Director:</b> Joseph Lauro	8/15/14	<i>JL</i>		

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\*\* See Contract Review Process

Revised 02.28.14

**NON-PURCHASING CONTRACT REVIEW TRANSMITTAL SLIP**

**PROJECT: Declare Surplus and Authorize Sale of One Hundred and Twelve (112) Detention Cell Door Motors, and Ninety-Seven (97) Gear Boxes, with One Hundred and Forty-Four (144) Components (Gears, Clutches, Clutch Plates and Speed Controls).**

**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:**

REVIEW SEQUENCE	DATE	INITIAL/ SIGNATURE	COMMENTS (IF ANY)	COMMENTS REVIEWED & ADDRESSED OR INCORPORATED
<b>Originator:</b> Paul S. Sacco	8/22/14	PS		
<b>Finance:**</b> Anne Lawler	8/27/14	AL		
<b>Legal:</b> Michelle Wallace	9/2/14	MW		
<b>Assistant County Administrator or Executive Director:</b> Joseph Lauro	9/3/14	JL		

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\*\* See Contract Review Process

Revised 02.28.14

**NON-PURCHASING CONTRACT REVIEW TRANSMITTAL SLIP***Telephone*

<b>PROJECT: Declare Surplus and Authorize Sale of Miscellaneous County Owned Equip.</b>	
<b>CONTRACT NO.:</b> number	<b>ESTIMATED EXPENDITURE / REVENUE:</b> 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:**

Declare Surplus and Authorize Sale of Miscellaneous County-owned Telephone Equipment (Auctions 388, 389, 396, 397, 398, 399 and 401).

Proceeds from the Telephone Equipment Sales will be distributed to the Business and Technology Department Enterprise Capital Improvement Plan fund.

REVIEW SEQUENCE	DATE	INITIAL/ SIGNATURE	COMMENTS (IF ANY)	COMMENTS REVIEWED & ADDRESSED OR INCORPORATED
<b>Originator:</b> Paul S. Sacco	7/28/14	<i>Paul Sacco</i>		
<b>Business Technology Services:</b> Martin Rose <i>el</i>	7/28/14	<i>Martin Rose</i>		
<b>Finance:**</b> Anne Lawler	8/1/14	<i>Anne Lawler</i>	There are no vehicles listed.	<i>ok gmw 8/1/14</i>
<b>Legal:</b> <del>Michael Zas</del>	8/5/14	<i>MW</i>		
<b>Assistant County Administrator or Executive Director:</b> Joseph Lauro	8/6/14	<i>JL</i>	see memo should have template developed. see cats 44979	<i>Done gmw 8/6/14</i>

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\*\* See Contract Review Process

Revised 02.28.14

Telephone Auction 388 - Siemens - Assets

Book:		Auction# 388		Department:		Division:		Report Date: July 24, 2014	
PIN_ASSETS									
Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial#	Manufacturer	Model & Year	Current Cost	NBV
001	5001	641105	108824	51068 - SWITCH	N/A 108824	SIEMENS		148,756.87	0
001	5001	641105	112663	51744 - SWITCH	N/A 112663		Hipath AP 3300 AP-2007	39,722.59	1,891.54
001	5001	641105	112665	51746 - SWITCH	N/A 112665		Hi Path AP 3300 AP/2007	32,000.37	1,523.77
001	5001	641105	112666	51747 - SWITCH	N/A 112666		Hi Path AP 3300	32,000.38	1,523.78
001	5001	641105	112677	51819 - TELEPHONE	N/A 112677		2005	51,273.50	0
001	5001	641105	112678	51820 - COMM EQUIPMENT	N/A 112678		2005	31,455.55	0
001	5001	641105	116822	52317 - SWITCH	L0000000000109594	Siemens	300E Model 80EX/2001	101,641.25	0
001	5001	641105	116823	52318 - SWITCH				27,503.74	3,929.04
001	5001	641105	116824	52319 - SWITCH				43,500.19	6,214.32
001	5001	641105	116825	52320 - SWITCH	L0000000001109619	Siemens	300 E & 2001	133,978.00	0
001	5001	641105	85310	50400 -	L0000000000083782	HIMCOM	80EX	851,088.54	0
001	5001	641105	93406	51380 - SWITCH	L0000000000183404	SIEMENS		102,970.82	0
001	5001	641105	93419	51382 -	L0000000000094623	SIEMENS	HC300E80EX	1,762,418.92	0
001	5001	641105	93528	51388 -	L0000000000083404	SIEMENS	HCM30080EX	398,776.50	0
001	5001	641105	96570	50331 - SWITCH	L31902Z0023U00001	SIEMENS	HIPATH 4000/4500	568,467.42	0
							Total By Pallet ID:	8,651,109.28	36,054.56



Telephone Auction 396 - Inter-Tel - Assets

<b>Book:</b>		<b>Auction# 396</b>		<b>Department:</b>		<b>Division:</b>		<b>Report Date:</b>	
PIN_ASSETS								July 24, 2014	
Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial#	Manufacturer	Model & Year	Current Cost	NBV
001	5001	641105	112670	51751 - SWITCH	N/A 112670			23,582.25	0
001	5001	641105	112671	51752 - SWITCH	N/A 112671	Intertel	2002	23,582.25	0
001	5001	641105	112673	51754 - SWITCH	N/A 112673		2002	9,625.40	0
001	5001	641105	112680	51822 - SWITCH	N/A 112680			9,868.00	0
001	5001	641105	116826	52321 - SWITCH	OPL3A0123007	Inter-Tel	2001	57,373.70	0
001	5001	641105	96462	50260 - COMM EQUIPMENT		INTER-TEL		2,997.00	0
<b>Total By</b>								<b>254,057.20</b>	<b>0.00</b>
<b>Report Total:</b>								<b>254,057.20</b>	<b>0.00</b>

Telephones Auction 398 - Misc. (Interalia, HP, Fore Systems, etc.) - Assets

Book:		Auction# 398		Department:		Division:		Report Date: July 24, 2014	
PIN_ASSETS									
Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial#	Manufacturer	Model & Year	Current Cost	NBV
001	5001	641105	107706	50910 - COMM EQUIPMENT	133545	Interalia	MMU2-44RAB	1,921.77	0
001	5001	641105	108825	51069 - STORAGE	CNV62503B3	HEWLETT PACKARD	t5525 LI 800Mhz 256/128 US	2,213.63	0
001	5001	641105	108826	51070 - STORAGE	CNV625039N	HEWLETT PACKARD CO	t5525LI800Mhz256/128US	2,213.63	0
001	5001	641105	108827	51071 - STORAGE	CNV625037J	HEWLETT PACKARD CO	t5525LI800Mhz256/128US	2,213.63	0
001	5001	641105	108828	51072 - STORAGE	CNV625035Q	HEWLETT PACKARD CO	t5525LI800Mhz256/128US	2,213.63	0
001	5001	641105	108829	51073 - STORAGE	CNV625036C	HEWLETT PACKARD CO	t5525LI800Mhz256/128US	2,213.64	0
001	5001	641105	108830	51074 - STORAGE	CNV62201H9	HEWLETT PACKARD CO	t5525LI800Mhz256/128US	2,213.64	0
001	5001	641105	111979	51587 - STORAGE	CNV62503BW	HEWLETT PARKARD CO	t5525LI800Mhz256/128US	2,213.64	0
001	5001	641105	111980	51588 - STORAGE	CNV625031Z	HEWLETT PACKARD	t5525LI800Mhz256/128	2,213.64	0
001	5001	641105	111982	51590 - STORAGE	CNV62502ZQ	HEWLETT PACKARD CO	t5525LI800Mhz256/128US	2,213.64	0
001	5001	641105	112639	51664 - SWITCH	312-22641	ISI Infortel	2003	1,100.00	0
001	5001	641105	112640	51665 - SWITCH	311-21907	ISI INFORTEL	2003	1,100.00	0
001	5001	641105	112641	51666 - SWITCH	311-21560	ISI INFORTEL	2003	1,100.00	0
001	5001	641105	112642	51667 - SWITCH	312-22640	ISI INFORTEL	2003	1,100.00	0
001	5001	641105	112643	51668 - SWITCH	311-21906	ISI INFORTEL	2003	1,100.00	0
001	5001	641105	112644	51669 - SWITCH	312-22642	ISI INFORTEL	2003	1,100.00	0
001	5001	641105	112645	51670 - SWITCH	97377888	MARCONI	ASX - 2003X DC	8,227.17	0
001	5001	641105	112662	51743 - COMM EQUIPMENT	9608ALCSM28600037	Tripp Lite Manufacturing Co.	smart 5000 TEL 3U 2007	1,926.25	0
001	5001	641105	112667	51748 - COMM EQUIPMENT	9608ALCSM628600044	Tripp Lite Manufacturing CO.	Smart5000TEL3U 2007	1,926.25	0
001	5001	641105	112668	51749 - COMM EQUIPMENT	9608ALCSM628600048	Tripp lite manufacturing co	Smart5000 TEL3U 2007	1,926.25	0
001	5001	641105	112676	51757 - COMM EQUIPMENT	89-28425		2002	12,382.06	0
001	5001	641105	112682	51824 - COMM EQUIPMENT	001878		2000	70,996.00	0
001	5001	641105	112683	51825 - COMM EQUIPMENT	00362074			70,996.00	0
001	5001	641105	112684	51826 - COMM EQUIPMENT	00101872		2000	70,996.00	0
001	5001	641105	112685	51827 - COMM EQUIPMENT	00101877			79,583.00	0
001	5001	641105	116821	52316 - FILE SERVER	7977AC1-KQYPBPO	Siemens	Procenter 7.0, 2007	19,936.50	0
001	5001	641105	74131	50244 - ANNOUNCER	69113	INTERALIA	MM0243RAB	2,438.00	0
001	5001	641105	74173	50245 - SYSTEM	124	PENRIL	1544	7,285.00	0
Total By Pallet ID:								754,125.94	0.00
Report Total:								754,125.94	0.00

Telephone Auction 397 - Inter-Tel - Non-Assets

Book:		Auction# 397		Department:		Division:		Report Date: July 24, 2014		
PIN_EXPENSE										
Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial#	Manufacturer	Model & Year	Current Cost	NBV	
001	0001	361310	P397001	61164 - Inter-Tel Switches (31)				0.01	0.01	
							Total By Pallet ID:	0.01	0.01	
								Report Total:	0.01	0.01

Telephone Auction 399 - Misc. (Interalia, Rolm, Fore Systems, etc.) - Non-Assets

Book:		Auction# 399		Department:		Division:		Report Date: July 24, 2014	
PIN EXPENSE									
Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial#	Mfg.	Model & Year	Current Cost	NBV
001	5001	641105	P399001	61165 - Digital Voice Announcers (14), Phonemail (7), Misc. (8)				0.01	0.01
							Total By Pallet ID:	0.01	0.01
							Report Total:	0.01	0.01

Telephone Auction 389 - Siemens - Non-Assets

Book:		Auction# 389		Department:		Division:		Report Date: July 24, 2014		
PIN EXPENSE										
Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial#	Manufacturer	Model & Year	Current Cost	NBV	
001	5001	641105	P389001	61162 - Siemens Tele-Shelf, Racks, Component, Parts, Tele, Spectrum Brds , Hipath 4000				0.01	0.01	
002	5001	641105	P389002	61163 - Approx. 360 Planet POE 2400				0.01	0.01	
								Total By Pallet ID:	0.01	0.01
								Report Total:	0.02	0.02

Telephone Auction 401 - Misc. Racks, Components, Wire, etc. - Non-Assets

<b>Book:</b> PIN_EXPENSE		<b>Auction# 401</b>		<b>Department:</b>		<b>Division:</b>		<b>Report Date: July 24, 2014</b>	
Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial#	Mfg.	Model & Year	Current Cost	NBV
001	5001	641105	P401001	61166 - 19 Pallets Misc. Tele. Components - Brackets, Jacks, Wire,Cable, 19 Tele. Racks				0.01	0.01
<b>Total By Pallet ID:</b>								<b>0.01</b>	<b>0.01</b>
<b>Report Total:</b>								<b>0.01</b>	<b>0.01</b>