

**BOARD OF COUNTY COMMISSIONERS**

**DATE:** May 5, 2015  
**AGENDA ITEM NO. //**

**Consent Agenda** ☒

**Regular Agenda** ☐

**Public Hearing** ☐

 **County Administrator's Signature:**

**Subject:**

Resolution Requesting Personal Property be Declared as Surplus and Donating to Operation: SNIP, Inc.

**Department:**

Real Estate Management  
Animal Services

**Staff Member Responsible:**

Paul S. Sacco, Assistant County Administrator  
Doug Brightwell, Interim Director

**Recommended Action:**

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) ADOPT THE RESOLUTION WHICH AUTHORIZES DECLARING PERSONAL PROPERTY AS SURPLUS AND DONATING SAME TO OPERATION: SNIP, INC., AS REQUESTED BY ANIMAL SERVICES.

**Summary Explanation/Background:**

The purpose of this resolution is to declare miscellaneous County-owned equipment surplus and authorize its donation to Operation: Snip, Inc., pursuant to Section 274.05, Florida Statute.

Reducing canine and feline overpopulation and promoting spaying and neutering services is a key strategy of Pinellas County. Donating the autoclave will assist Operation: Snip in meeting this objective. Operation: Snip requested the donation.

The personal property consists of one (1) Tuttnauer Autoclave, asset # 77769. The autoclave was purchased in 1994 at a cost of \$6,755.00. The autoclave is fully depreciated and is no longer utilized by Animal Services.

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

N/A


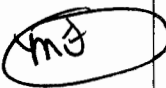

**Exhibits/Attachments Attached:**

Contract Review  
Resolution  
Letter from Operation: Snip

**NON-PURCHASING CONTRACT REVIEW TRANSMITTAL SLIP****PROJECT: Declare Surplus and Authorize Donation of one (1) Tuttnauer Autoclave to Operation: Snip, Incorporated****CONTRACT NO.:** number**ESTIMATED EXPENDITURE / REVENUE:** N/A  
(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	3/23/15		See Edits	Reviewed & Addressed EWS
<b>Animal Services:</b> Maureen Feeney	3/24/15			
<b>Risk Mgmt:</b> Virginia Holscher	3/27/15	GW	NO INS REC TRANSFER Surplus	
<b>Finance:**</b> Anne Lawler	3/31/15	al		
<b>Legal:</b> Michelle Wallace	3/31/15	MW		
<b>Assistant County Administrator:</b> Bruce Moeller	4/4/2015		2 Paul's ed. to...	
<b>County Administrator's Office</b>	<u>N/A</u>	N/A		

Please return to Elena Weeks – Please call 44546 for pickup  
All inquiries should be made to Elena Weeks ext.44546.

\*\* See Contract Review Process

Revised 1.9.15

**RESOLUTION 15-\_\_**

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PINELLAS COUNTY, FLORIDA, AUTHORIZING THE DONATION OF SURPLUS PERSONAL PROPERTY TO OPERATION: SNIP, INCORPORATED PURSUANT TO SECTION 274.05, FLORIDA STATUTES.

**WHEREAS,** PINELLAS COUNTY, hereinafter ("COUNTY"), has acquired and maintained certain personal property in the form of one Tuttnauer Autoclave, asset # 77769 hereafter ("PROPERTY")

**WHEREAS,** OPERATION: SNIP has contacted the COUNTY and inquired about the COUNTY donating the Property to OPERATION: SNIP for their use in furtherance of the County's strategy to reduce canine and feline over population by performing spaying and neutering, and

**WHEREAS,** the Property is no longer needed for COUNTY purposes; and the COUNTY has determined that donating the Property will more readily serve the public welfare.

**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 \_\_\_\_\_, 2015, AS FOLLOWS:

**Section 1.** As authorized by Section 274.05, Florida Statutes, donation of the personal property identified above, is hereby approved.

**Section 2.** By the adoption of this Resolution, all rights, title and interest in and to the Property is hereby transferred to OPERATION: SNIP; and, the County Administrator is authorized and directed to execute any other instruments necessary or required to confirm the donation of the Property as provided herein.

**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: Michelle Wallace  
Asst. County Attorney



Operation:SNIP Inc.  
13489 Walsingham Rd.  
Largo, Florida 33774  
727-434-3448

To Whom It May Concern,

Operation:SNIP is a non profit 501c3 low cost, high quality, high volume spay and neuter clinic. We are completing renovations to our clinic, and we are now searching for donations of surgical equipment to be used for the purpose of spay and neuter procedures in Pinellas County. We are requesting a donation of a retired autoclave located at Pinellas County Animal Services.

Sincerely,  
Mary Taylor