

EL DORADO COUNTY BOARD OF SUPERVISORS AGENDA ITEM TRANSMITTAL

Meeting of
October 17, 2006

AGENDA TITLE: Declaration and Disposal of Surplus Property

DEPARTMENT: Chief Administrative Office	DEPT SIGNOFF:	CAO USE ONLY: C
CONTACT: Kristen Whitehouse, Sr. Office Asst <i>BH</i>		<i>Susan Hill 10/3/06</i>
DATE: 10/3/2006 PHONE: 5830		

DEPARTMENT SUMMARY AND REQUESTED BOARD ACTION:
Chief Administrative Office, Procurement and Contracts Division presenting list of playground equipment found to be unsafe for use and surplus to the needs of the County and recommending Board so declare and authorize disposal of same in accordance with the procedures outlined in the County's Purchasing Ordinance, Chapter 3.12.

This equipment will NOT be auctioned due to the condition of the equipment. The equipment will be recycled or properly disposed in accordance with County resolutions.

CAO RECOMMENDATIONS: *Recommend approval. Laura A. Hill 10/14/06*

Financial impact? () Yes (X) No	Funding Source: () Gen Fund () Other
BUDGET SUMMARY:	Other:
Total Est. Cost \$0.00	CAO Office Use Only:
Funding	4/5's Vote Required () Yes (<input checked="" type="checkbox"/>) No
Budgeted \$0.00	Change in Policy () Yes (<input checked="" type="checkbox"/>) No
New Funding _____	New Personnel () Yes (<input checked="" type="checkbox"/>) No
Savings _____	CONCURRENCES:
Other _____	Risk Management _____
Total Funding \$0.00	County Counsel _____
Change in Net County Cost	Other _____

***Explain**

BOARD ACTIONS:

Vote: Unanimous _____ Or _____ Ayes: _____ Noes: _____ Abstentions: _____ Absent: _____	I hereby certify that this is a true and correct copy of an action taken and entered into the minutes of the Board of Supervisors Date: _____ Attest: Cindy Keck, Board of Supervisors Clerk By: _____
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*El Dorado County
Chief Administrative Office
Procurement and Contracts Division
Interoffice Memorandum*

DATE: October 3, 2006

TO: Board of Supervisors

FROM: Bonnie H. Rich *BHR*
Manager of Procurement and Contracts

SUBJECT: Declaration and Disposal of Surplus Property
(General Services)

Recommendation: Chief Administrative Office, Procurement and Contracts Division presenting list of playground equipment found to be unsafe for use and surplus to the needs of the County and recommending Board so declare and authorize disposal of same in accordance with the procedures outlined in the County's Purchasing Ordinance, Chapter 3.12.

Reason for Recommendation: Property determined to be unsafe, and unable to meet CPSC (Consumer Product Safety Commission) safety standards due to multiple missing parts that would not be economically feasible to replace. Upon your Board's action to declare this property as surplus to the needs of the county, the Purchasing Agent will dispose of said property in accordance with Resolution 045-2002.

Fiscal Impact: The playground equipment will not be auctioned off due to the equipment not meeting safety standards. Resolution 045-2002 authorizes recycling or trash disposal.

Action to be Taken Following Approval: Upon approval of the recommendation, the Purchasing Agent shall dispose of said property.

cc: Steve Russell, Central Services
Marshall Seaborn, General Services, Parks and Grounds

455-1111
DATE 05/14/04

COUNTY OF EL DORADO PROPERTY
TRANSFER REQUEST

(p) SURPLUS

p INTERDEPARTMENT

TRANSFER FROM (INDEX CODE) <u>27410</u>		TRANSFER TO (INDEX CODE)	
DEPARTMENT: <u>6552, 1000-3 Grounds</u>		DEPARTMENT:	
APPROVED (DEPT HEAD)	DATE	APPROVED (DEPT HEAD)	DATE

SPECIFIC LOCATION: (ADDRESS) Lotus Park - Lower Parking lot
 Where in Facility? _____
 FIRST CONTACT PERSON: Marshall Sorenson PHONE 7611
 SECOND CONTACT PERSON Kristen Whitehouse PHONE 5830

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
—	Five Engine Lawn Mower Structure	—	w/scratches/missing parts/leak
—	Storage set	—	w/scratches/missing parts/leak

CENTRAL SERVICES USE ONLY	
DATE	
POSTED	NA
PICKUP BY CS	NA
BOARD LETTER	
PICKUP BY VENDOR	NA
COPY TO AUDITOR	

REMARKS: _____

AUDITOR RECORDS UPDATED BY _____

DATE _____

ALL PARTS OF FORM GO TO GENERAL SERVICES AT START OF PROCESS. UPON COMPLETION DISTRIBUTION WILL OCCUR

WHITE (AUDITOR) YELLOW (TO DEPT.)
 PINK (FROM DEPT) GOLD (CENTRAL SERVICES)