

## OMB Contract Review

<b>Contract Name</b>	Declare a County-owned parcel surplus, establish a base bid, and grant authorization to advertise and sell the property				
<b>GRANICUS</b>	17-1626A	<b>Contract #</b>		<b>Date:</b>	10/06/17

**Mark all Applicable Boxes:**

Type of Contract									
CIP		Grant		Other	x	Revenue		Project	

**Contract information:**

<b>New Contract (Y/N)</b>	N	<b>Original Contract Amount</b>	
<b>Fund(s)</b>	N/A	<b>Amount of Change</b>	
<b>Cost Center(s)</b>	N/A	<b>Contract Amount</b>	
<b>Program(s)</b>	N/A	<b>Amount Available</b>	<b>Total: \$</b>
<b>Account(s)</b>	N/A	<b>Included in Applicable Budget? (Y/N)</b>	
<b>Fiscal Year(s)</b>	N/A		
Description & Comments			
(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)			
<p>The Seminole Water Tower located at 11323 74<sup>th</sup> Ave North, Seminole, has become obsolete and no longer supports the citizens. Real Estate Management is requesting that the BCC adopt a resolution to declare the former Utilities site as surplus. Additionally, BCC approval is being requested to establish a base bid of \$650,000 (which is the estimated market value), as well as the authorization to advertise and sell the property. If the BCC approval is obtained and the property is sold, the revenue will be deposited in the Water Revenue and Operating Fund (4031).</p>			

**Analyst: Krishna Gandhi**

**Ok to Sign:**

### Instructions/Checklist

1. Upon receipt of a contract and notification in Granicus, review the Agenda and Contract for language and accuracy. Make sure there are available funds, the dept is not overextending itself, was it planned, etc.
2. Complete the form above using the contract document and the County accounting & budgeting systems.
3. Use the Staff Report section to give a brief summary of the contract and include your thoughts and pertinent information.
4. Upload to Granicus as a numbered attachment.
5. Upload a copy of the contract review into the appropriate contract review Sharepoint folder. (OMB/OMB Document Library/Contract.RVW/)