



Pinellas County

Staff Report

File #: 16-1439A, Version: 1

Subject:

Declare surplus and authorize the sale of miscellaneous County-owned equipment.

Recommended Action:

Declare surplus and authorize the sale of an Opex 3690 Rapid Extraction Desk Model 51 letter-opening machine and ancillary computer equipment.

Strategic Plan:

Deliver First Class Services to the Public and Our Customers
5.2 Be responsible stewards of the public's resources

Summary:

This action declares the letter-opening machine and ancillary equipment as surplus and authorizes sale to the highest responsible bidder, pursuant to Florida Statutes, Chapter 274. The Tax Collector's staff determined the usefulness of the equipment has been exhausted for their business purposes. As a cost savings measure, the Tax Collector has outsourced bulk mail processing.

Background Information:

The letter-opening machine was purchased in 2009 and is fully depreciated. The ancillary computer equipment was purchased in 2014 and still has a net book value of \$1,583. The letter-opening machine and computer equipment are a system. The equipment has always been in use at the Tax Collector's Processing Office. The equipment will be sold in place to the highest bidder.

Fiscal Impact:

Revenues derived from the surplus sale will be deposited into the General Fund.

Staff Member Responsible:

Andrew W. Pupke, Director, Real Estate Management

Partners:

Tax Collector

Attachments:

Auction #432