



# Pinellas County

## Staff Report

---

**File #:** 17-859A, **Version:** 1

---

### **Subject:**

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

### **Recommended Action:**

Declare surplus and authorize the sale or donation of the items on the attached lists of miscellaneous equipment and vehicles.

Additionally, approve the distribution of the proceeds from vehicles sold from governmental funds to the Fleet Management Fund to offset the replacement cost of future vehicles and proceeds from the sale of miscellaneous equipment to the General Fund.

### **Strategic Plan:**

Practice Superior Environmental Stewardship

3.4 Reduce/reuse/recycle resources including energy, water, and solid waste

Deliver First Class Services to the Public and Our Customers

5.1 Maximize partner relationships and public outreach

5.2 Be responsible stewards of the public's resources

### **Summary:**

This action declares the listed items as surplus and authorizes their sale or donation. A determination has been made that the usefulness of the listed miscellaneous equipment and vehicles to County operations has been exhausted. Excluding any interested governmental or not-for-profit agencies, these assets are to be liquidated through public auction conducted by Tampa Machinery Auction, Manheim, and GovDeals.com under provisions of the existing approved contracts.

This action will also facilitate donation of thirty-five (35) computers to the Vincent House. The Board previously approved the Vincent House as a recipient of surplus donations.

### **Background Information:**

Miscellaneous equipment consists of computers, electronics, office equipment and furniture.

Departments, constitutional officers and other elected officials transfer items that have reached the end of their useful life to surplus for disposition.

Regarding vehicles, Fleet Management staff evaluates units that have reached the end of their specific retention period and are scheduled for replacement. Factors including age, mileage, and historical cost as compared to other units within the same class, operating cost per mile, anticipated repairs, and physical condition are considered. Based upon this evaluation, the projected increase in repair and maintenance costs, and the estimated decrease in salvage value (at auction) associated with retaining the unit for an additional year is quantified. If these costs exceed the annual replacement assessment, the unit is deemed to have reached the end of its useful economic life. Occasionally, a unit that has not reached the end of its useful economic life is recommended for

surplus. In these instances, Fleet Management has determined that the unit is no longer needed due to a change in mission and cannot be reallocated within the organization.

On July 5, 2017, Real Estate Management will distribute to Suwannee County Board of County Commissioners, per Board approved resolution on March 18, 2003, a Notice of Surplus Equipment.

On July 11, 2017, Real Estate Management will distribute to interested governmental units, Board Dependent Districts, and all department directors under the jurisdiction of the BCC, constitutional and other elected officials, and other departments, a Notice of Surplus Equipment.

On July 18, 2017, Real Estate Management will distribute a Notice of Surplus Equipment to the Pinellas County School Board, Juvenile Welfare Board, Creative Pinellas, Florida Dream Center, Palm Harbor Community Services Agency (PHCSA), Vincent House and Social Action Funded entities.

**Fiscal Impact:**

Revenues derived from surplus sales vary with each auction. Proceeds are distributed from miscellaneous equipment to the General Fund; from the sale of designated computer equipment to the Business Technology Services Fund (no items are included in this particular auction); and, from vehicles sold to the Fleet Management Fund to offset future vehicle replacement costs.

**Staff Member Responsible:**

Andrew W. Pupke, Director, Real Estate Management

**Partners:**

Suwannee County Board of County Commissioners  
Pinellas County School Board  
Juvenile Welfare Board  
Creative Pinellas  
Florida Dream Center  
Palm Harbor Community Services Agency (PHCSA)  
Vincent House  
Social Action Funded entities

**Attachments:**

Auction #438 (Assets)  
Auction #438E (Expensed)  
Auction #439 (Non-assets)  
Auction #442 (Public Defender items) to be donated to Vincent House  
Auction #54 (Fleet)  
Surplus donation letter - Vincent House