

DEPARTMENT: Administration

BY: Rick Benson
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RECOMMENDED ACTION AND JUSTIFICATION:

Authorize the County Administrative Officer (CAO) to dispose of the county office furniture and equipment located in the Stroming Building, Mariposa, by first offering the items to local non-profit organizations and churches, before disposal at the landfill. County Code 3.08.081 requires the CAO to notify the Board of Supervisors of surplus county property for final determination of disposing the county property.

The Human Services Department formally occupied the Stroming Building and in June 2011 moved to their newly constructed building which also included new furnishings and equipment. The Child Support Services Department also moved into the newly constructed building and received new furnishings as well. The surplus property was first offered to other county departments and then an auction was held for the remaining items. Not all of the surplus property was auctioned and the auction house declined to take the remaining items.

It is now necessary to dispose of the remaining office furniture and equipment. The CAO will first offer the items to local non-profit organizations and churches, prior to disposing the items at the landfill.

BACKGROUND AND HISTORY OF BOARD ACTIONS

The Board of Supervisors adopted Resolution 11-328 on June 28, 2011, authorizing the auction of the surplus property of the Humans Services and Child Support Services departments.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not authorize the CAO to dispose of the surplus property. The surplus property will remain in the Stroming Building, until such time as another county department occupies the building or is leased to another entity.

Financial Impact? () Yes (X) No	Current FY Cost: \$	Annual Recurring Cost: \$
Budgeted In Current FY? () Yes () No () Partially Funded		
Amount in Budget: \$		List Attachments, number pages consecutively
Additional Funding Needed: \$		County Code 3.08.081
Source:		
Internal Transfer		
Unanticipated Revenue	_____ 4/5's vote	
Transfer Between Funds	_____ 4/5's vote	
Contingency	_____ 4/5's vote	
() General () Other		

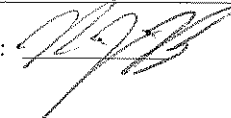
CLERK'S USE ONLY:

Res. No.: 11578 Ord. No. _____
 Vote - Ayes: 5 Noes: _____
 Absent: _____ Abstained: _____
 Approved
 Minute Order Attached No Action Necessary

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended
 No Opinion
 Comments: _____

The foregoing instrument is a correct copy of the original on file in this office.
 Date: _____
 Attest: MARGIE WILLIAMS, Clerk of the Board
 County of Mariposa, State of California
 By: _____
 Deputy

CAO: 

solicited by public notice except where the board of supervisors makes a finding recorded in its minutes that competitive bidding would not be in the public interest. The method and extent of public notice shall be prescribed by the board of supervisors. All bids shall be submitted sealed to the department within the county which solicited the bids. All bids shall be opened by the appropriate department head at the time and place noted in the public notice for the opening of the bids. The time and place of the bid opening shall additionally appear on the board of supervisors' agenda prior to the opening of the bids. The appropriate department head may reject any or all bids for all or any portion of the items bid. A tabulation of all bids received, whether accepted or rejected, shall be open for public inspection for a period of not less than thirty (30) days after the bid opening. In all cases, the award shall be made by the appropriate department head to the lowest responsible bidder, the appropriate department head shall take into consideration the quality of the item offered and its conformity with the specifications, the delivery and discount terms and conditions of the bid, service of item, and other information and data required. All bids shall require final approval by the board of supervisors and shall be placed on the routine agenda immediately after approval by the appropriate department head. No purchase or authorization to proceed shall be entered into by the appropriate department head until final approval by the board of supervisors of the bid award. This section shall not apply to labor, materials or equipment for public construction projects unless the requirements specified in this Title for such projects have been satisfied. Nothing contained herein shall alter the purchasing procedures required by state or federal law. (Ord. 1022 Sec.I, 2005; Ord. 761 Sec.1, 1990).

3.08.080 Bulk purchasing.

The board of supervisors may purchase supplies and equipment in bulk for the use and benefit of all departments of the county. If the board of supervisors engages in such purchases in bulk, each department shall be required to obtain its materials and supplies, if available, from the supplies and equipment purchased in bulk by the board of supervisors. (Ord. 1022 Sec.I, 2005; Ord. 649 Sec.1, 1986).

3.08.081 Surplus property.

Any item no longer required by any agency shall annually be reported to the county purchasing agent. The purchasing agent shall annually report such items to the board of supervisors. Upon determination by the board of supervisors that such items are no longer required for public use the county purchasing agent may by direct sale or otherwise, sell, lease, or dispose of any personal property belonging to the county not required for public use. Funds recovered from the sale, lease, or disposal of surplus property shall be deposited in the general fund of the county. (Ord. 1022 Sec.I, 2005; Ord. 649 Sec.1, 1986).