

MANATEE COUNTY GOVERNMENT

AGENDA MEMORANDUM

SUBJECT	Authorization to Classify Excess Property as Surplus	TYPE AGENDA ITEM	Consent
DATE REQUESTED	March 13, 2001	DATE SUBMITTED/REVISED	February 26, 2001
BRIEFINGS?/WHO?	No	CONSEQUENCES IF DEFERRED	
DEPARTMENT/DIVISION	Financial Management/Purchasing	AUTHORIZED BY TITLE	Jim Seuffert Director <i>JS</i>
CONTACT PERSON TELEPHONE/EXTENSION	R.C. "Rob" Cuthbert, Purchasing 3054	PRESENTER/TITLE TELEPHONE/EXTENSION	R.C. "Rob" Cuthbert, Purchasing Mgr. 3054

ADMINISTRATIVE APPROVAL

OK for E Padgett 3/7/01

ACTION DESIRED

INDICATE WHETHER "REPORT or "DISCUSSION," "FORM OF MOTION," or "OTHER ACTION REQUIRED:"

1. Authorization to classify excess property as surplus property per Florida Statute 274.05 to enable appropriate and authorized disposition of said property in accordance with Purchasing Code 99.37, Section 1.106; and authorization to thereafter dispose of such property.
2. Adoption of Resolution, R-01-58, authorizing conveyance of excess equipment to the Family History Center.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

Policy Determination: Ordinance 99-37, Purchasing Code, Manatee County, Subsections 1-106 provides for the disposal method of surplus. Florida Statute 274.05 - Classification of excess property as surplus property.

BACKGROUND/DISCUSSION

- Appropriate memorandum and excess lists were sent to all Departments.
- Each of the computers listed on the surplus list have been examined by Information Services Department staff and, based on information available all are missing key components which make them unusable; i.e., hard drives, memory, RAM, or it has been determined that it is not economical to make them Y2K compliant.

HAS COUNTY ATTORNEY REVIEW BEEN REQUESTED? Indicate "NO" or "YES" @ right.
If "NO," proceed to 1A/1B below. If "YES," proceed to 2A/2B below

NO

1) IF "NO" TO ABOVE,

A) PLEASE EXPLAIN BELOW: (see also following section 1B re: contract, agreement, lease, etc.)

Not required. Action in accordance with Florida Statute 274.05 and Manatee Procurement Code 99-37, Section 1.106

B) IF A CONTRACT, AGREEMENT, LEASE OR OTHER DOCUMENT WAS PREVIOUSLY APPROVED, STATE YEAR OF LAST USE @ RIGHT:

2) IF "YES" TO FIRST QUESTION IN THIS SECTION,

A) HAS ENTIRE MATTER, OR ONLY A PORTION, BEEN REVIEWED? IF ONLY A PORTION, WHICH PORTION?

B) HAVE ALL COMMENTS/SUGGESTIONS RAISED BY COUNTY ATTORNEY BEEN ADDRESSED/INCORPORATED; IF NOT, PLEASE EXPLAIN. A COPY OF FINAL COUNTY ATTORNEY MEMO RE THIS MATTER MUST BE ATTACHED (if comments were verbal, so indicate.)

APPROVED IN OPEN SESSION

MAR 13 2001

**BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA**

ATTACHMENTS: (List in order as attached)

1. Surplus/Reconciliation Lists.
2. Resolution R-01-58

INSTRUCTIONS TO BOARD RECORDS:

(Resolution distribution) ✓

COST N/A

SOURCE (ACCT# & NAME) N/A

COMMENTS N/A

AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT) N/A

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