



Agenda Date: 5/2/2006
Agenda Placement: 6H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Alice Hughey for Randy Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Acceptance of Donation of Modular Office Partitions

RECOMMENDATION

Director of Health and Human Services requests authorization to accept and book as capital assets a donation of modular office partitions valued at \$38,000 from Alan Spence and Peter Riechers.

EXECUTIVE SUMMARY

Alan Spence and Peter Riechers, of Riechers, Spence & Associates, a local engineering company, have offered to donate used modular office partitions to HHSA. HHSA will use the partitions at the new South Napa Shelter and in office locations on the HHSA campus. The approximate retail value of the partitions is \$38,000.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Alan Spence and Peter Riechers wish to donate used office partitions to the County for use at the new South Napa Shelter and at locations on the Health and Human Services Agency campus. The partitions are in very

good condition and can be used to create approximately 17 workstations. HHSA staff arranged for Fred Lambert, owner of Empire Office Solutions, to assess the condition of the partitions and to determine the fair market value. The approximate retail value of the used partitions is \$38,000.

Four of the workstations will be used at the South Napa Shelter. The remainder will be used for Agency staff. Approval of the requested action will enable the County to comply with Governmental Accounting Standards Board (GASB) Statement No. 34, relating to the reporting and disclosure of costs of capital assets.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita