



Agenda Date: 8/14/2007
Agenda Placement: 6L

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Michael Stoltz for Robert Peterson - Director
Public Works
REPORT BY: Stacy Petross, Buyer , 253-4476
SUBJECT: Disposal of County Surplus Property

RECOMMENDATION

County Executive Officer/Purchasing Agent and Director of Public Works request the following:

1. Declare certain items of personal property as surplus and no longer required for public use, remove them from inventory, and dispose of them at public auction; (4/5 vote required) and
2. Declare certain items of personal property as surplus and no longer required for public use, and authorize the Purchasing Agent to dispose of these items by donating them to Cyber Mill, Inc., a tax-exempt health and human service organization.

EXECUTIVE SUMMARY

The Public Works Department has accumulated a variety of surplus items and is recommending disposal of these items at public auction. These items consist primarily of antiquated office furnishings and equipment, including obsolete computer equipment. These items have outlived their useful life, have been removed from service, and are no longer required for public use. California Code Section 25363 authorizes the Board of Supervisors, upon a four-fifths vote, to sell at public auction, and convey to the highest bidder, for cash, any property belonging to the county and not required for public use.

The Public Works Department has also accumulated certain surplus computer items, which no longer meet the county's equipment standards and requirements, but which still have potential for use by local tax exempt health and human service organizations. The Public Works Department in conjunction with the Information Technology Services Department (ITS) is recommending these items be donated to Cyber Mill, Inc. pursuant to California Government Code Section 25372, which authorizes the Board of Supervisors, by majority vote, to donate any real or personal property that the Board declares to be surplus to public agencies, public schools, and any organization exempt from taxation pursuant to 26 U.S.C. Sec. 501(c) (3), that is organized to provide health or human services. Cyber Mill, which meets the requirements of Government Code 25372, operates a "21st century community technology 'Club House' with the mission of giving people the opportunity to access, use and benefit from today's technology."

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	The sale of surplus personal property will result in unanticipated revenue to the General Fund.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The items recommended for disposal have outlived their usefulness, been removed from service, and are no longer required for public use.
Is the general fund affected?	Yes
Future fiscal impact:	None.
Consequences if not approved:	Accumulated surplus property would exceed existing storage capacity.
Additional Information:	

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

The following provides information regarding which surplus items the department of Public Works is recommending be sent to auction and which are being recommended for donation:

- | Attachment A is a list of antiquated office furniture and other non-fixed asset items being sent to auction.
- | Attachment B is a list of antiquated computer equipment being sent to auction and not being donated.
- | Attachment C is a list of computers being donated to Cyber Mill Inc.

In making the decision to recommend whether surplus computer equipment is to be donated or sent to public auction, staff considers several variables:

- | does the surplus computer equipment have any significant dollar value that the County could reasonably recover;
- | what is the the general condition and usefulness of the surplus computer equipment; and
- | has there been any expressed need for surplus computers by eligible schools and tax exempt health or human service organizations

Cyber Mill Inc. has contacted ITS and requested a donation of County surplus computer equipment when and if equipment becomes available. Cyber Mill Inc. is a non-profit organization and meets the requirements of Government Code Section 25372 which authorizes the Board of Supervisors to approve the donation to

public agencies, public schools, and tax exempt health and human services organizations, of any real or personal property that is declared surplus.

Cyber Mill Inc. is working with the County of Napa ITS department to distribute gently used County personal computers (PCs) into the community by the formation of the Napa County Technology Advisory Group (NCTAG). This new group will work under the Cyber Mill organization to obtain and distribute the PC donations. NCTAG's vision is to make information technology accessible to Napa County residents who are not yet receiving technology's benefits. NCTAG through community collaborations provides hardware, software, training, internet access and technical support to enable community organizations and private citizens to participate in the digital age. The PCs will be distributed to Napa County nonprofits, community-based organizations, schools and foster families. For example, NCTAG will be distributing several PCs to the Boys and Girls Club of Napa.

All the computer equipment on Attachment C is considered to have remaining useful life and is being donated to Cyber Mill Inc.

SUPPORTING DOCUMENTS

- A . Attachment A
- B . Attachment B
- C . Attachment C

CEO Recommendation: Approve

Reviewed By: Helene Franchi