



Agenda Date: 8/16/2005
Agenda Placement: 6M

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Britt Ferguson for Nancy Watt - County Executive Officer
County Executive Office
REPORT BY: Andrew Carey, Management Analyst, 253-4477
SUBJECT: Donation of surplus computer monitors

RECOMMENDATION

County Executive Officer/Purchasing Agent requests the following:

1. Declare certain items of personal property as surplus and no longer required for public use; and
2. Authorize the Purchasing Agent to dispose of these items of personal property by donating them to the Napa Valley Personal Computer Users Group.

EXECUTIVE SUMMARY

California Government Code Section 25372 authorizes the Board of Supervisors to donate any real or personal property that the board declares to be surplus to any organization exempt from taxation pursuant to 26 U.S.C. Sec. 501(c) (3) that is organized to provide health or human services. The Board may impose on the donation any terms and conditions that it determines to be appropriate.

The Information Technology Services Director has recommend the donation of fifteen surplus monitors to the Napa Valley Personal Computers Users Group, a health and human service tax exempt organization established and incorporated as an educational resource for the residents of Napa County.

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

Fifteen computer monitors, which are not fixed assets, have been identified as surplus and no longer required for County use. Information Technology Services (ITS) has removed these items from service and has identified them as surplus equipment because they no longer meet the County's computer performance standards.

Although these monitors are no longer suitable for use by the County, they do have the potential of being serviceable to local school districts or tax-exempt health or human service organizations that accept donations of surplus computer equipment. If these monitors were not made available for donation, the Board would be requested to authorize their disposal at public auction, where the proceeds from the sale of surplus computer equipment are generally very minimal. Therefore, the ITS Director has recommend that these surplus monitors be made available for donation.

Generally, when ITS has surplus computers that are no longer required for County use, but that may be suitable for donation to local schools or tax-exempt health or human service organizations, ITS would contact the Napa Valley Personal Computer Users Group (NVPCUG), a local tax-exempt human service organization that, in addition to providing computers and training as educational resources for Napa County residents, configures and installs computers for the Napa Valley Unified School District. If NVPCUG does not express a need for surplus computers for educational purposes, and if no individual Napa public school has expressed a need for surplus computer donations, then other tax-exempt health and human service organizations that have previously expressed an interest in receiving donated County surplus computers may also be contacted prior to any decision to recommend that surplus computers be disposed of at public auction.

In making such decisions as to whether to recommend surplus computer equipment be donated or sent to public auction, variables such as whether the surplus computer equipment has any significant dollar value that the County could reasonably recover, the general condition and usefulness of the surplus computer equipment, and any expressed need for surplus computers by eligible schools and tax-exempt health or human service organizations are considered. (In general, there is not a great demand among eligible organizations for County surplus computer equipment.)

Government Code Section 25372 authorizes the Board of Supervisors to donate any real or personal property that the Board declares to be surplus to public agencies, public schools, and tax-exempt health and human service organizations. In this instance, NVPCUG has contacted ITS and requested a donation of County surplus computers. NVPCUG meets the requirements of Government Code 25372 for receiving donations of county surplus property. With the Board's approval, 15 surplus monitors will be donated to NVPCUG. Attachment A contains a list of the surplus monitors to be donated.

SUPPORTING DOCUMENTS

A . August 16, 2005 monitor donation list

CEO Recommendation: Approve

Reviewed By: Britt Ferguson