



Agenda Date: 9/19/2006
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: Donate surplus computers to Napa Valley Personal Computer Users Group

RECOMMENDATION

County Executive Officer/Purchasing Agent, Director of Public Works, and Chief Information Officer request 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 Napa Valley Personal Computer Users Group, a tax-exempt Health and Human Service organization.

EXECUTIVE SUMMARY

Information Technology Services (ITS) has requested that a number of personal computers be declared surplus as they are no longer required for public use; and that they be donated to the Napa Valley Personal Computer Users Group. This non-profit group works with the Napa Unified School District to refurbish and distribute computers to Napa schools under the auspices of their "Computer to School" program.

The Purchasing Agent recommends the disposal of the computers by donation to the Napa Valley Personal Computer Users Group as authorized by California Government Code 25372 which requires Board approval for such a donation.

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

Eighty (80) Computer Processing Units (CPU's) and eleven (11) laptops, none of which are fixed assets, have been identified by Information Technology Services (ITS) as surplus and no longer required for County use because they do not meet the County's computer performance standards.

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

Although this equipment is no longer suitable for use by the County, the ITS Chief Information Officer, based on the above criteria, has determined that this surplus equipment is still viable and has recommended that this equipment be made available for donation.

The Napa Valley Personal Computer Users Group (NVPCUG), a non profit organization working with the Napa Valley Unified School District, has contacted ITS and requested a donation of County surplus computer equipment when and if equipment becomes available. NVPCUG 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.

SUPPORTING DOCUMENTS

A . List of Computers for Donation

CEO Recommendation: Approve

Reviewed By: Andrew Carey