## City of Carson City Agenda Report

Date Submitted: September 23, 2011 Agenda Date Requested: October 6, 2011

Time Requested: Consent

**To:** Mayor and Supervisors **From:** Purchasing and Contracts

**Subject Title:** For Possible Action: Action to approve Contract No. 1112-104, a request to have the Board of Supervisors determine that the listed City property is no longer required for public use and deem its sale by public auction desirable and in the best interest of Carson City. (*Kim Belt*)

**Staff Summary:** Staff has requested the following vehicles and/or equipment to be declared surplus and authorize their disposal by public auction to be conducted by TNT Auctions on October 15, 2011.

| Гуре of Action Requested: (check one)                                      |                |
|--|----------------|
| () Resolution () Ordinance<br>(_X) Formal Action/Motion () Other (Specify) |                |
| Does This Action Require A Business Impact Statement:                      | () Yes (_X) No |

Recommended Board Action: I move to approve Contract No. 1112-104 a request to have the Board of Supervisors determine that the listed City property is no longer required for public use and deem its sale by public auction desirable and in the best interest of Carson City. (Kim Belt)

**Explanation for Recommended Board Action:** Pursuant to **NRS 332.185 subsection 1**, staff is requesting that the Board of Supervisors determine that the below listed property is no longer required for public use and deem that its sale by public auction is desirable and in the best interests of Carson City.

NRS 332.185 Sale of personal property of public entity; public auctions; donation of surplus personal property by school district to charter school; chapter inapplicable to transactions regarding real property.

1. Except as otherwise provided in subsection 2 and NRS 244.1505 and 334.070, all sales of personal property of the local government must be made, as nearly as possible, under the same conditions and limitations as required by this chapter in the purchase of personal property. The governing body or its authorized representative may dispose of personal property of the local government by any manner, including, without limitation, at public auction, if the governing body or its authorized representative determines that the property is no longer required for public use and deems such action desirable and in the best interests of the local government.

(Added to NRS by 1975, 1539; A 1983, 1248; 1999, 1685, 3320, 3322; 2001, 238, 1319)

Carson City has joined the State of Nevada Purchasing Division's contract with TNT Auctions to conduct sales of surplus property to the general public. These vehicles/equipment will be auctioned on at 601 East Nugget Avenue, Sparks, Nevada.

## Vehicles and Equipment to be declared surplus:

| Department /<br>Division | Description of Surplus Unit 1) Year, Make, Model 2) Mileage or Hours 3) Condition 4) VIN # or Serial #   | If Surplus Unit was replaced 1) Date new Unit was Purchased 2) Vendor 3) Purchase Price 4) Funding Source |
|--------------------------|--|---|
| CC Juv. Prob.            | <ol> <li>1) 1990 Chevrolet, Cavalier</li> <li>2)N/A</li> <li>3) Poor Condition</li> <li>4) Vin# 1G1JC54G8LJ309075</li> </ol>                           | N/A   |
| CCCourt Admin            | <ol> <li>Sixty-five (65) - 4 drawer vertical File<br/>Cabinets of various ages and colors</li> <li>N/A</li> <li>Fair Condition</li> <li>N/A</li> </ol> | N/A   |
| CCJuv. Prob.             | 1)Two (2) Black metal Stands<br>2)N/A<br>3)Good Condition<br>4)N/A   | N/A   |
| CCJuv. Prob.             | 1)Three (3) Office Chairs 2)N/A 3)Fair Condition 4)N/A   | N/A   |
| CCJuv. Prob.             | 1) One (1) Toshiba VCR<br>2)N/A<br>3)Good Condition<br>4)N/A   | N/A   |
| CCJuv. Rrob.             | 1) Ten (10) File Cabinets<br>2)N/A<br>3)Fair Condition<br>4)N/A  | N/A   |
| CCJuv. Prob.             | 1) One (1) GE 18" Color TV<br>2)N/A<br>3)Good Condition<br>4)N/A   | N/A   |
| CCJuv. Prob.             | 1) One (1) Brown Sidecart<br>2)N/A<br>3)Fair Condition<br>4)N/A  | N/A   |
| CCFD<br>EMS              | 1) 1994 Physio-Control, LP5 Monitor/Defibrillator 2) Serviceable 3) Serial Number 0017702 4) Fixed Asset Number 908003                                 | N/A   |
| CCFD<br>EMS              | 1) 1986 Physio-Control, LP5<br>Monitor/Defibrillator<br>2) Serviceable<br>3) Serial Number 00044290<br>4) Fixed Asset Number 06925                     | N/A   |

| CCFD<br>EMS | 1) 1991 Physio-Control LifePak 10 Monitor/Defibrillator, with cables and carrying case 2) Serviceable 3) Serial Number 00007876 4) Fixed Asset Number 10581                      | N/A |
|-------------|--|-----|
| CCFD<br>EMS | 1) 1992 Physio-Control LifePak 10     Monitor/Defibrillator, with cables and carrying case     2) Serviceable     3) Serial Number 9881     4) Fixed Asset Number 10993          | N/A |
| CCFD<br>EMS | 1) Unknown year Physio-Control<br>LifePak 10 Monitor/Defibrillator, with<br>cables and carrying case<br>2) Serviceable<br>3) Serial Number 036327<br>4) Fixed Asset Number 14156 | N/A |

Applicable Statute, Code, Policy, Rule or Regulation: NRS 332.185 subsection 1

Fiscal Impact: None

Funding Source: None

Explanation of Impact: If approved, Court Administration, Juvenile Probation and the Fire

Department Sale of Fixed Asset accounts will be increased accordingly.

Prepared By: Kim Belt, Purchasing and Contracts Manager

Reviewed By:

(Public Works)

(Fire)

Date: 9/27/11

(City Manager)

(District Attorney)

(Finance Director)

## **Board Action Taken:**

| Motion: | 1) | Aye/Nay |
|---------|----|---------|
|         | ,  |         |
|         |    |         |

(Vote Recorded By)