



Baldwin County Commission

Legislation Text

File #: 22-1051, **Version:** 1

Meeting Type: BCC Regular Meeting
Meeting Date: 6/21/2022
Item Status: New
From: Brian Peacock, CIS Director
Submitted by: Susan Kilby-Aaron, Business Manager

ITEM TITLE

Sale of Surplus Equipment on GovDeals.com - Desktops, Laptops, Printers and Displays

STAFF RECOMMENDATION

Authorize the sale of the following equipment from Communications and Information Systems (CIS) Department by online auction on GovDeals.com:

Lot 1 consists of four (4) Desktops, 8 (eight) Laptops, three (3) Printers and five (5) Displays:

Computer Brand: Hewlett Packard (HP)

Type: Desktop Tower

Model Number: Two (2) EliteDesk 800 G3, one (1) EliteDesk 800 G2 and one (1) EliteDesk 800 G1 SFF

Computer Brand: Hewlett Packard (HP)

Type: Laptop

Model Number: Two (2) Zbook Studio G3, Two (2) Probook 650 G2, Three (3) Elitebook 850 G4 and one (1) Elitebook 850 G3

Printer Brand: Lexmark and HP

Type: Office and Office Desktop

Model Number: One (1) MS811dn and one (1) T642 with 1 extra tray

Model Number: One (1) HP Officejet 4650

Display Brand: Dell

Type: Office Desktop

Model Number: 1907FPt, 1905Fp, U2410P, 1909wf and E198FPt

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: Currently, the CIS Department has one (1) Lot of equipment/assets to be auctioned on GovDeals.com. The equipment is no longer in use, sold as is and the surplus items should be sold by online auction as defined by Baldwin County Commission Policy 8.8.

FINANCIAL IMPACT

Total cost of recommendation: Incoming Revenue

Budget line item(s) to be used: Revenue - proceeds from sale of asset in General Fund 100.47901.

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
N/A

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: Makayla Shiver or Amanda Cunningham, Finance/Accounting Department and Susan Kilby-Aaron, CIS Department

Action required (list contact persons/addresses if documents are to be mailed or emailed):
Makayla Shiver or Amanda Cunningham will coordinate the auctioning of Lot 1 through GovDeals.com. Susan Kilby-Aaron will provide documentation as required and handle follow up activity for equipment auction.

Additional instructions/notes: Accounting Department: Notify Sherry Smith in purchasing to remove the item from ACCA property liability insurance if applicable.