

SULTAN CITY COUNCIL

AGENDA ITEM COVER SHEET

ITEM NO: C - 5

DATE: February 14, 2008

SUBJECT: Re-bid of 1987 Ford Vactor Truck
Resolution 08-09
Surplus of Public Works Equipment

CONTACT PERSON: Public Works Director Dunn 

ISSUES:

Authorize staff to re-bid the 1987 Ford Vactor Truck a piece of previous surplus equipment. Accomplished by following Sultan Municipal Code 3.60.

STAFF RECOMMENDATION:

The staff recommendation is to surplus the 1987 Ford Vactor Truck in Exhibit A of Resolution 07-25, by advertising in the Everett Herald, Monroe Monitor and the AWC Equipment sale catalog, following RCW 35.94 and SMC 3.60. Profits of the sale will be distributed to the Cumulative Reserve (CR) Equipment Fund for future purchase of Public Works Storm Water Utility Equipment as allowed in City Code.

BACKGROUND:

The City Council on October 28, 2007, approved the surplus of equipment in order to conduct a closed bid auction. All equipment advertised sold except the Vactor Truck, the response was the minimum bid was too high. The vactor truck is old and outdated and is impossible to purchase parts for repair.

During the annual budget process and in accordance to Sultan Municipal Code, Chapter 3.60, the Public Works Department completed an assessment of equipment, listing what is no longer cost effective or useable. In preparing for the 2008 budget, the Public Works Staff completed the task of equipment assessment. Staff is requesting the Council authorize the re-bid of the Vactor Truck at a lower minimum cost and authorize staff to conduct a closed bidding process for this piece of equipment.

Sultan Municipal Code Chapter 3.60.030 - Sale and disposal of personal property requires the sale of personal property valued over \$300.00 in value to be completed in the following matter:

The clerk treasurer shall call for sealed bids,
Shall contain a description of the property to be sold, the location thereof,
The name and address of the person with the bid is to filed,

Location for viewing of surplus equipment,
The last date for filing bids, and
Other pertinent information.

Such call shall be published at least once in a newspaper of general circulation in the City not less than five days before the last date for filing of bids, SMC 3.60.030.

SUMMARY:

February 14, 2008 the City Council will approve Resolution 08-09 to surplus the 1987 Ford Vactor Truck that the City is unable to use safely or efficiently. After assessing the equipment, Public Works recommend the sale of following equipment:

	Estimated Value
1987 Ford Vactor Truck	\$1,000.00

RCW 39.33.020 requires a public hearing for a combined total value of more than \$50,000.00. The combined value of Sultan's surplus equipment for this sale is \$8,625.00, RCW 39.33.020 does not apply.

FISCAL IMPACT:

From the October 2007 equipment sale, \$8,223.69 was placed in the 104 CR Fund. The sale of the Vactor Truck would add funds to the CR Fund for future Stormwater Utility equipment.

RECOMMENDED ACTION:

Approve Resolution 08-09 for the purpose of disposal of the 1987 Ford Vactor Truck with the proceeds deposited into the CR Equipment Fund.

Authorize Public Works staff to advertise and re-bid the 1987 Ford Vactor Truck with a minimum bid amount of \$1,000.00 in a closed bid auction per Sultan Municipal Code 3.60 with an estimated bid opening date of March 5, 2008 at 2 pm.

ATTACHMENTS:

Attachment A: Resolution 08-09
Attachment B: Sultan Municipal Code 3.60

RESOLUTION NO. 08-09

A RESOLUTION PROVIDING FOR THE DISPOSAL OF CERTAIN INVENTORY ITEMS DEEMED TO BE SURPLUS TO THE REASONABLY FORESEEABLE NEEDS OF THE CITY OF SULTAN.

WHEREAS, certain items of equipment belonging to the City of Sultan are obsolete and no longer used by the City; and

WHEREAS, the value, obsolescence and condition of these items of inventory make it impractical to trade the same in on future purchases of new inventory items from the list of assets of the City and to obtain the maximum return for said inventory items, it should be the best interest of the City to dispose of the same in a manner that will be to the best advantage to the City of Sultan.

NOW THEREFORE, it is resolved by the City Council of the City of Sultan, Washington as follows:

1. Based upon the findings and recommendations of the City, the items of inventory belonging to said City is a 1987 Ford Vactor Truck as declared surplus of the foreseeable needs of the City.
2. That it is deemed to be for the common benefit of the residents of said City to dispose of said inventory.
3. That the staff is authorized to dispose of the 1987 Ford Vactor Truck in accordance with the provisions of SMC 3.60.030 to SMC 3.60.065 attached hereto, in a manner that will be to the best advantage to the City of Sultan.

PASSED by the City Council this 14th day of February, 2008

City of Sultan

Carolyn Eslick, Mayor

ATTEST:

Laura J. Koenig, City Clerk

Approved as to form:

Kathy Hardy, City Attorney

istrative costs and charges, court costs and attorney's fees, is paid at any time before sale. (Ord. 914-06 § 2)

3.56.040 Severability.

If any provision of this chapter or its application to any person or circumstance is held invalid, the remainder of the chapter or the application of the provision to other persons or circumstances is not affected. (Ord. 914-06 § 2)

Chapter 3.60

**SALE AND DISPOSAL OF
PERSONAL PROPERTY**

Sections:

- 3.60.010 Sale of unneeded property owned by the city.
- 3.60.020 Sale of personal property of \$300.00 in value or less to another governmental entity.
- 3.60.030 Sale of personal property over \$300.00 in value.
- 3.60.040 Bid deposit for the sale of personal property over \$300.00 in value.
- 3.60.050 Bid opening in the sale of personal property over \$300.00 in value.
- 3.60.060 Award or rejection of bids in the sale of personal property over \$300.00 in value.
- 3.60.065 When bids rejected or no bids received.

3.60.010 Sale of unneeded property owned by the city.

Whenever it appears to the city council that properties are no longer of public use to the city and the sale thereof would be in the best interests of the city, the city council may authorize the sale of property owned by the city upon receipt of an estimate value for each property from the department head, which shall be provided to the council within 10 working days of their determination. The clerk/treasurer shall provide in writing to the city council, at the council's next regular meeting after a sale, the purchase price, purchaser's name and address, and the date of sale. (Ord. 571, 1991; Ord. 454 § 1, 1984)

3.60.020 Sale of personal property of \$300.00 in value or less to another governmental entity.

Approval of the council is given for the sale or disposition of any personal property:

A. With an estimated value of \$300.00 or less; or

B. To another governmental entity to be used by the entity; when such property has been authorized for disposition by the city council; such sale or disposition to be made by the clerk/treasurer in accordance with informal procedures and in the best interest of the city. (Ord. 571, 1991; Ord. 454 § 1, 1984)

3.60.030

3.60.030 Sale of personal property over \$300.00 in value.

The clerk/treasurer, upon receipt of written instruction from the city council to sell personal property owned by the city valued at more than \$300.00, shall call for sealed bids and shall contain a description of the property to be sold, the location thereof, the name and address of the person with whom the bid is to be filed, the last date for filing bids, and other pertinent information. Such call shall be published at least once in a newspaper of general circulation in the city not less than five days before the last date for filing of bids. (Ord. 571, 1991; Ord. 454 § 1, 1984)

3.60.040 Bid deposit for the sale of personal property over \$300.00 in value.

Each bid shall be accompanied by a deposit in the form of a certified check in an amount equal to not less than 20 percent of the amount of the bid. All such deposits so made shall be returned to the unsuccessful bidders depositing the same after award of contract has been made. The deposit of the successful bidder shall be applied upon the price, or upon failure of such bidder to consummate the purchase, such deposit shall be forfeited as liquidated damages and such deposit so forfeited shall be credited to the appropriate account. (Ord. 454 § 1, 1984)

3.60.050 Bid opening in the sale of personal property over \$300.00 in value.

Sealed bids shall be opened in public by the city clerk/treasurer or an authorized agent at the time and place specified in the call for bids. The city clerk/treasurer shall make a tabulation of all bids received and forward the bids to the city council. (Ord. 454 § 1, 1984)

3.60.060 Award or rejection of bids in the sale of personal property over \$300.00 in value.

The city clerk/treasurer shall present all bids, together with recommendations to the city council at a regularly scheduled meeting for approval or rejection by the council. (Ord. 454 § 1, 1984)

3.60.065 When bids rejected or no bids received.

In the event no bids are received or all bids received are rejected by the city council, then the council may either ask for new sealed bids or direct