

**Charlotte County Board Of County Commissioners
Agenda Item Summary**

Item Number: F- 7

1 DEPARTMENT MAKING REQUEST

Purchasing

2 MEETING DATE

6/10/2014 9:00:00 AM

3 REQUESTED MOTION/ACTION

Approve deletion of the property inventory items listed on the attached for the month of June, 2014.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action

No budget action required.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Request the Board approve the attached lists of items for disposal. The first list is the standard property deletion requests. The second listing is equipment for online auction. All items have been turned over by departments as unusable to their needs. These items will be circulated to other local government agencies to verify there is no current need in another agency. Therefore, requesting approval to dispose of these surplus items via an on-line auction service with Gov-Deals, Inc. and the items are to be sold to the highest bidder. The third listing is for donation request of computers to the Charlotte County Computer Group Corporation. The third listing is for donation request of computers to the Charlotte County Computer Group Corporation. The fourth listing equipment for trade-in. The fifth listing is missing/lost equipment.

ATTACHMENTS:

Name:	Description:	Type:
<input type="checkbox"/> Property Deletion Listings.pdf	Deletion Listing	Cover Memo
<input type="checkbox"/> Letter from HD.pdf	Letter from Health Department	Cover Memo

CHARLOTTE COUNTY BOARD OF COUNTY COMMISSIONERS
EQUIPMENT DELETIONS
NOT WORKING

TAG-ASSET #	DESCRIPTION	MAKE	MODEL	ACQUIRED	ACQUIRED COST	DEPARTMENT
25297	Printer	Hewlett Packard	4050	07/13/00	\$1,521.95	Elections
00011620	Printer is no longer operational, is considered obsolete and not worth repairing					
25174	Striper	Graco	LineLazer 2	04/12/00	\$4,945.00	Signing & Marking
00011310	Striper is no longer functional and not cost effective to repair					
24019	Generator	Honda	2500	03/23/99	\$1,050.00	Signing & Marking
00009700	Generator is no longer functional and not cost effective to repair					
29044	Post Puller	Brawny		08/19/04	\$2,950.00	Signing & Marking
00021369	Post puller was attached to a vehicle sold at auction					
29049	Post Puller	Brawny		12/08/04	\$2,950.00	Signing & Marking
00021880	Post puller was attached to a vehicle sold at auction					
24309	Scanner	Caere	5133A	07/09/99	\$1,899.00	Tax Collector
00010172	Scanner is no longer working and not economical to repair					
24302	Scanner	Caere	5133A	07/09/99	\$1,899.00	Tax Collector
00010171	Scanner is no longer working and not economical to repair					
26530	Scanner	Kodak	1500D	11/06/01	\$5,995.00	Tax Collector
00014124	Scanner is no longer working and not economical to repair					
13832	Safe	Gardall	2-4820-G	03/15/89	\$2,227.50	Tax Collector
00005389	Safe is 25 years old and no longer operational					
29448	Mailing Machine	Pitney Bowes	DM1000	05/05/05	\$23,500.00	Tax Collector
00022250	Mailing Machine no longer works and it is not cost effective to repair					
06457	Tool Chest	Craftsman		11/15/78	\$1,030.90	Fleet
00001577	Equipment is old, broken and no longer useful					
10000	Air Compressor	Emglo	2WSB120	01/15/85	\$3,388.00	Fleet
00001588	Equipment is old, broken and no longer useful					
11138	Tool Chest	Craftsman		12/15/86	\$1,623.55	Fleet
00001589	Equipment is old, broken and no longer useful					
12270	Electrical Analyzer	Sun	VAT-60	09/15/87	\$1,090.80	Fleet
00001596	Equipment is old, broken and no longer useful					
18482	A/C Recovery System	Sun	MRC400	10/15/92	\$3,372.00	Fleet
00001654	Equipment is old, broken and no longer useful					
19073	Air Compressor	Speedaire		06/15/93	\$1,189.15	Fleet
00001696	Equipment is old, broken and no longer useful					
20097	Jack	Lincoln	W93896	11/15/94	\$1,293.00	Fleet
00009336	Equipment is old, broken and no longer useful					
22874	Engine Analyzer	Bear	B40-403N	09/15/97	\$19,980.00	Fleet
00002058	Equipment is old, broken and no longer useful					
27647	Air Compressor	Ingersol-Rand		04/16/03	\$1,608.05	Fleet
00015688	Equipment is old, broken and no longer useful					

CHARLOTTE COUNTY BOARD OF COUNTY COMMISSIONERS
EQUIPMENT DELETIONS
AUCTION

TAG - ASSET #	DESCRIPTION	MAKE	MODEL	ACQUIRED	ACQUIRED COST	DEPARTMENT
19191	Tanker Truck	Ford	F700	08/27/93	\$58,114.00	Maintenance & Operations
00004693						

CHARLOTTE COUNTY BOARD OF COUNTY COMMISSIONERS
DONATION REQUESTS

TAG - ASSET #	DESCRIPTION	MAKE	MODEL	ACQUIRED	ACQUIRED COST	DEPARTMENT
29660	Computer	Dell	GX 280	6/5/2005	\$1,234.11	Health Department
00022496	Donation is requested by Charlotte County Computer Group Corporation					
29663	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022499	Donation is requested by Charlotte County Computer Group Corporation					
29664	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022500	Donation is requested by Charlotte County Computer Group Corporation					
29687	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022510	Donation is requested by Charlotte County Computer Group Corporation					
29688	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022512	Donation is requested by Charlotte County Computer Group Corporation					
29698	Computer	Dell	GX 280	07/05/05	\$1,234.11	Health Department
00022974	Donation is requested by Charlotte County Computer Group Corporation					
29703	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022615	Donation is requested by Charlotte County Computer Group Corporation					
29704	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022616	Donation is requested by Charlotte County Computer Group Corporation					
29707	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022619	Donation is requested by Charlotte County Computer Group Corporation					
29710	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022647	Donation is requested by Charlotte County Computer Group Corporation					
29712	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022649	Donation is requested by Charlotte County Computer Group Corporation					
29714	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022643	Donation is requested by Charlotte County Computer Group Corporation					
29721	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022654	Donation is requested by Charlotte County Computer Group Corporation					
29724	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022682	Donation is requested by Charlotte County Computer Group Corporation					
29731	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022689	Donation is requested by Charlotte County Computer Group Corporation					
29738	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022696	Donation is requested by Charlotte County Computer Group Corporation					
29740	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
00022698	Donation is requested by Charlotte County Computer Group Corporation					

CHARLOTTE COUNTY BOARD OF COUNTY COMMISSIONERS
DONATION REQUESTS

29741 00022699	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
29753 00022705	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
29410 00022233	Laptop	Dell	D800	5/5/2005	\$1,785.41	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
29472 00022304	Laptop	Dell	D800	05/05/05	\$2,353.52	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
30457 00024025	Laptop	Dell	D800	01/03/06	\$1,858.22	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
30458 00024026	Laptop	Dell	D800	01/03/06	\$1,858.22	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
30459 00024031	Laptop	Dell	D800	01/03/06	\$1,858.22	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
30460 00024030	Laptop	Dell	D800	03/07/06	\$1,858.22	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
30461 00024027	Laptop	Dell	D800	1/3/2006	\$1,858.22	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
30463 00024032	Laptop	Dell	D800	01/03/06	\$1,858.22	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
30477 00024033	Laptop	Dell	D800	01/10/06	\$1,858.22	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
29693 00022517	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
29699 00022603	Computer	Dell	GX 280	06/02/05	\$1,234.11	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
29701 00022613	Computer	Dell	GX 280	6/5/2005	\$1,234.11	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
29702 00022614	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
29708 00022620	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
29715 00022644	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
29746 00022565	Computer	Dell	GX 280	10/01/04	\$1,113.52	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					
29750 00023702	Computer	Dell	GX 280	06/05/05	\$1,234.11	Health Department
	Donation is requested by Charlotte County Computer Group Corporation					

CHARLOTTE COUNTY BOARD OF COUNTY COMMISSIONERS
DONATION REQUESTS

29752 00022704	Computer	Dell	GX 280	6/5/2005	\$1,234.11	Health Department
Donation is requested by Charlotte County Computer Group Corporation						

CHARLOTTE COUNTY BOARD OF COUNTY COMMISSIONERS
EQUIPMENT FOR TRADE IN

TAG - ASSET #	DESCRIPTION	MAKE	MODEL	ACQUIRED	ACQUIRED COST	DEPARTMENT
30389	Van	Ford	Freestar	11/28/05	\$8,665.20	Tax Collector
00023778	Van was traded in for a new vehicle					

CHARLOTTE COUNTY BOARD OF COUNTY COMMISSIONERS

MISSING/LOST EQUIPMENT DELETIONS

TAG - ASSET #	DESCRIPTION	MAKE	MODEL	ACQUIRED	ACQUIRED COST	DEPARTMENT
31612	Microscope	Binocular	Objectives 4x	10/01/06	\$1,176.95	Health Department
00026433	Equipment was unable to be located after and exhaustive search during annual physical inventory					
31613	Microscope	Binocular	Objectives 4x	01/08/07	\$1,176.95	Health Department
00026432	Equipment was unable to be located after and exhaustive search during annual physical inventory					
31602	Microscope	Binocular	Objectives 4x	01/08/07	\$1,176.95	Health Department
00026437	Equipment was unable to be located after and exhaustive search during annual physical inventory					
31607	Exam Table	United Metal	5150	02/22/07	\$1,057.92	Health Department
00026447	Equipment was unable to be located after and exhaustive search during annual physical inventory					
31698	Vision Screener	Welch Allyn	14000	06/19/07	\$4,485.00	Health Department
00026885	Equipment was unable to be located after and exhaustive search during annual physical inventory					
33553	Vision Screener	Welch Allyn	Sure Sight	07/20/11	\$4,500.00	Health Department
00030676	Equipment was unable to be located after and exhaustive search during annual physical inventory					

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Rick Scott

Governor

John H. Armstrong, MD, FACS

State Surgeon General & Secretary

Vision: To be the Healthiest State in the Nation

May 30, 2014

Dennis Moore
Fixed Assets Coordinator
Charlotte County Purchasing Division
Budget & Administrative Services Department
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948-1094

Dear Mr. Moore,

During the annual inventory audit, six items were identified as missing. A building floor plan for the Loveland facility and Englewood facility was printed. A room by room search was conducted by the Information Specialist. When the items were not located, the same search was conducted by the Property Delegate. A third room by room search was conducted by the Information Specialist and the Property Delegate. In addition, the Information Specialist and the Property Delegate conducted a search for the equipment at the 514 East Grace Street, Punta Gorda location. A Nursing Program Specialist conducted a search for the missing inventory at a previous clinic site. After an exhaustive search the annual inventory audit was submitted with the missing items identified.

If you have any questions please do not hesitate to contact me.

Sincerely,

A blue ink signature of Henry M. Kurban.

Henry M. Kurban, MD, MBA, MPH, FACPM
Director

A blue ink signature of Alberto Perez Jr.

Alberto Perez Jr.
Financial Administrator

cc: Management Information Systems

**Florida Department of Health in Charlotte County
Administration**

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