ITEM NO. 17

STAFF REPORT

CITY OF OCEANSIDE

DATE: July 11, 2007

TO: Honorable Mayor and City Council Members

FROM: Financial Services Department

SUBJECT: **ADOPTION OF A RESOLUTION AUTHORIZING CITY REPRESENTATIVES TO ACQUIRE FEDERAL SURPLUS PROPERTY FROM THE CALIFORNIA STATE AGENCY FOR SURPLUS PROPERTY**

SYNOPSIS

Staff recommends that the City Council adopt a resolution authorizing City representatives to acquire federal surplus property via the State Agency for Surplus Property (SASP).

BACKGROUND

The Federal Government has implemented a Donation Program enabling eligible organizations to acquire federal surplus personal property for their business or operational needs as a donation. The program is managed by the SASP in accordance with strict guidelines on eligible participants and use of property. The California SASP is allowed to recover administration costs for the transfer of property. This cost is typically nominal compared to the market value of the item.

When the Federal Government deems an item as surplus, the item is forwarded to State agencies to be distributed as a donated item to qualified businesses, agencies and/or individuals. The following are examples of items that often become available:

Airplanes	Furniture
Appliances	Hand and Machine Tools
Boats	Hardware
Clothing	Medical Supplies
Communications Equipment	Motor Vehicles
Construction Equipment	Office Machines and Supplies
Electronic Equipment	Textiles

The City has participated in this program since 1994 and is required to renew an authorization resolution every three years to continue participation. Upon adoption of

the attached resolution, an SASP employee will train the authorized City representatives on locating and inspecting available items. The warehouse is located on Camp Pendleton.

ANALYSIS

The Donation Program allows the City to purchase items at, or significantly below, market value. Per direction from SASP, City representatives have been chosen from various departments to monitor the items available. Upon approval, the Finance Department will be appointing a representative who will act as liaison for any unrepresented department. Again, the costs from SASP are typically nominal compared to the market value thus providing a unique cost-saving opportunity for the City.

FISCAL IMPACT

No immediate fiscal impact. The resolution would create the potential for cost savings if and/or when items are deemed of value to the City.

COMMISSION OR COMMITTEE REPORT

Does Not Apply.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution authorizing City representatives to acquire federal surplus property via the State Agency for Surplus Property (SASP).

PREPARED BY:

Paul Bussey
Interim Financial Services Director

SUBMITTED BY:

for

Peter A. Weiss
Interim City Manager

REVIEWED BY:

Michele Skaggs-Lawrence, Deputy City Manager _____

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OCEANSIDE, CALIFORNIA AUTHORIZING CERTAIN CITY EMPLOYEES TO ACQUIRE FEDERAL SURPLUS PROPERTY FROM THE CALIFORNIA STATE AGENCY FOR SURPLUS PROPERTY

WHEREAS, from time to time the City is desirous of obtaining Federal surplus property; and,

WHEREAS, the California State Agency for Surplus Property makes Federal surplus property available to the City at rates substantially below market prices.

NOW, THEREFORE, the City Council of the City of Oceanside does resolve as follows:

SECTION 1. Eligibility Renewal Application and Resolution attached hereto as Attachment "1" is approved. The City Financial Services Director is authorized to complete such application and resolution and to file the same with the Federal government.

PASSED AND ADOPTED by the City Council of the City of Oceanside, California, this __day of ____, 2007, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

_____
MAYOR OF THE CITY OF OCEANSIDE

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM:

_____
CITY ATTORNEY

DEPARTMENT OF GENERAL SERVICES
INTERAGENCY SUPPORT DIVISION
FEDERAL AND STATE SURPLUS
PROPERTY PROGRAMS.
28 CIVIC CENTER PLAZA, SUITE 538
SANTA ANA, CA 92701
(714) 558-6796

SASP Form 201-A (03/2006)

ELIGIBILITY RENEWAL APPLICATION
STATE & FEDERAL SURPLUS PROPERTY PROGRAM

A. Name of Organization City of Oceanside Telephone (760)435-3841
Address 300 N. Coast Highway City Oceanside County San Diego Zip 92054
Fax Number (760)439-9011 E-mail Address tshoemaker@ci.oceanside.ca.us

Organization is a:

PUBLIC GOVERNMENTAL AGENCY
___A. Conservation
___B. Economic Development
___C. Education – ADA_____
___D. Parks & Recreation
___E. Public Health
X F. Public Safety
X G.Other (includes library/museums)
City Government

PRIVATE AGENCY/ORGANIZATION
___A. Homeless Program
___B. Private Education – ADA_____
___C. Private Health
___D. Older Americans Act for Sr. Citizens
___ E. Other, Explain_____

Number of Service Sites _____
Total Number of Clients Served Each Day_____

RESOLUTION

B. "BE IT RESOLVED by the Governing Board hereby ordered that the official(s)and/or employee(s) whose name(s), title(s), signature(s) are listed below is (are) hereby authorized as our representative(s) to acquire state or federal surplus property from the California State Agency for Surplus Property and approve incidental fees under the Terms and Conditions listed on the reverse side of this form."

NAME (Print or type)	TITLE	SIGNATURE*	E-MAIL ADDRESS
Donald L. Hadley	Harbor & Beaches Director		dhadley@ci.oceanside.ca.us
Joseph Arranaga	Deputy Dir. Public Works		jarranaga@ci.oceanside.ca.
David L. Manley	Neigh. Services Div Mgr		dmanley@ci.oceanside.ca.us
Patrick M. Alderson	Fire Battalion Chief		malderson@ci.oceanside.ca.
Tom Jones	Police Captain		tjones@ci.oceanside.ca.us

***Note, all signatures must be in original form. No copied or stamped signature,**

PASSED AND ADOPTED on _____20____by the Governing Board of the: _____

by the following vote: AYES_____ NOES_____ ABSENT_____I, _____Clerk of th

subject Governing Board, hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the Board at a

meeting on _____20____ meeting thereof held at its regular place of meeting at the date and by the vote above

stated, which resolution is on file in the office of the Governing Board.

Signed by _____

NOTE: ALL LOCAL GOVERNMENT & NON-PROFIT INCORPORATED ORGANIZATIONS HAVE A GOVERNING BOARD, THEREFORE COMPLETE ONLY SECTIONS "A" & "B". THE FOLLOWING SECTION "C" IS FOR STATE AGENCIES ONLY

C. AUTHORIZED BY: _____
Printed Name and Title of Chief Administrative Officer

_____ _____
Signature of Chief Administrative Officer Date

STATE OF CALIFORNIA AGENCIES ARE REQUIRED TO PROVIDE THEIR STATE BILLING CODE# _____

FOR STATE SURPLUS AGENCY USE ONLY

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Renewal Application Approved_____Renewal Application Disapproved_____

Date: Signed: