December 16, 2005

MEMORANDUM

TO: District Board of Trustees
FROM: William D. Law, Jr., President
RE: Disposition of Surplus Property Assets

Staff has the responsibility to periodically dispose of accumulated surplus property assets which are obsolete, or the continued use of is uneconomical or inefficient, or which serves no useful function. These assets include furniture and equipment, but not facilities and land.

The original value of the assets to be surplused are categorized as follows:

Assets acquired prior to 6/30/95
- 12 computers $38,942.00
- 27 printers $50,050.80
- Office furniture and equipment $164,993.75

Assets acquired after 6/30/95 to 6/30/2000
- 398 computers $795,661.89
- 20 printers $32,949.58
  - Mainframe $768,034.00
  - Office furniture and equipment $822,653.49

Assets acquired after 6/30/2000
- 34 computers $82,893.93
- 5 printers $4,899.01
  - Office furniture and equipment $103,237.95

Total $2,864,316.40

A detailed list will be available to be reviewed at the meeting.

The items will first be offered for donation to local schools and non-profit agencies under the provisions of 274.05, FS, which permits donations to other governmental units in the county or district, and to private nonprofit agencies. In the past, TCC
has contacted the following organizations to determine interest in TCC surplus property: Leon County Schools; Gadsden County Schools; and Wakulla County Schools. Local private schools include Gadsden Christian Academy, Evangel Christian Academy, Community Christian School, and McClay High School. Non-profits organizations include: Easter Seals of North Florida; Chairs Capitola Neighborhood Assn.; Gadsden County Senior Citizens Ctr.; Chattahoochee Senior Citizens Ctr.; Wakulla Senior Citizens Ctr.; Georgia Bell Dickinson Senior Citizens Ctr.; City of Gretna Florida; St. Marks Volunteer Firefighters, and Florida Sheriffs Youth Ranch. TCC has also donated to a few local churches, and the MCSE program at TCC.

Any items not donated will be offered for sale by bid to individuals under the provisions of 274.06, FS, which permits items to be disposed of for value to any person. If the property is without commercial value it may be donated, destroyed, or abandoned.

Section 274.06, FS, allows property, the value of which the governmental unit estimates to be under $5,000, to be disposed of in the most efficient and cost-effective means as determined by the governmental unit. Any sale of property the value of which the governmental unit estimates to be $5,000 or more shall be sold only to the highest responsible bidder, or by public auction, after publication of notice. Staff believes that none of the items for disposal have a current estimated value of $5,000 or more, due to age and condition.

Staff Resource: Glendon Forgey.

RECOMMENDED ACTION: That the Board authorize staff to dispose of these surplus and obsolete property items in accordance with the procedures identified in sections 274.05 and 274.06, Florida statutes.