

# COUNCIL DECISION REQUEST

SUBJECT: Sale of various surplus equipment thru "Public Surplus"

MEETING DATE: February 1, 2007

CSP ITEM: Yes  No X

ITEM NO.:

TENTATIVE SCHEDULE:

SUBMITTED BY: Silvia Smith, Town Clerk

AMOUNT BUDGETED: -0-

SUBMITTAL TO AGENDA

EXPENDITURE REQUIRED:

APPROVED BY TOWN MANAGER

CONT. FUNDING REQUIRED:

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EXHIBITS (If Applicable, To Be Attached):

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## RECOMMENDED MOTION

I move to authorize the legal department staff and the Town Clerk to negotiate a contract with Public Surplus to conduct our sale of various surplus equipment on the Internet for a standard rate of 8% commission rather than handling the sales in house.

**SUMMARY OF THE BASIS FOR RECOMMENDED MOTION:** The Town of Payson needs to dispose of various surplus equipment. Authorization is requested to contract with "Public Surplus" to conduct our sale of the surplus equipment on the Internet for a standard rate of 8% on only the items that sell. Contracting with Public Surplus would save the town in both advertising expense and the use of town staff time to organize all the equipment, list the equipment for sale, show the items after they are advertised, conduct the bid opening, notify the buyers, collect the funds, release the items and if vehicles take care of the title transfers. Each department would work independently with Public Surplus to list their items; Public Surplus would handle everything else except the Town Clerk's department would still handle the title work. Public Surplus would notify us of items sold, collect the funds, and forward the funds to the Town of Payson less their commission.

Our department conducted a survey through the Clerk's List Serve and received several responses from municipalities using Public Surplus and are very pleased with their service. One municipality has been using their services for 1-½ years.

I have attached a list of the agencies in Arizona that are currently utilizing the online surplus sales system with Public Surplus.

**PROS:** Each department would work independently with Public Surplus and item can be placed on the list at any time not just once a year. I will eliminate storage space being taken up for months waiting for the surplus sale to be coordinated at the same time with all the departments.

**CONS:** None

**PUBLIC INPUT (if any):**

**BOARD/COMMITTEE/COMMISSION ACTIONS/RECOMMENDATIONS (if any) (give dates and attach minutes):**

FEB 01 2007 *J.L.*

# Public | Surplus®



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Kingman Unified School District #20  
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Pima County  
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Town of Clifton  
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Town of Oro Valley  
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This is only a partial list of references. Public Surplus currently has hundreds of government agencies utilizing its services.