

RESOLUTION NO. 17-10-1430

ADOPT REVISION TO THE
BOARD OF MIAMI COUNTY COMMISSIONERS POLICIES AND PROCEDURES
MANUAL FOR PROCUREMENT (SECTION 8.1)

COMMISSIONERS/GENERAL COUNTY

Mr. O'Brien moved and Mr. Simmons seconded the motion to adopt the attached, revised Section 8.1 of the *Board of Miami County Commissioners Policies and Procedures Manual for Procurement* which updates the policy for disposal of surplus equipment, vehicles and furnishings.

The Board voted as follows upon roll call:

Mr. Simmons, Yea; Mr. Evans, Yea; Mr. O'Brien, Yea;

DATED: October 31, 2017

CERTIFICATION

I, Leigh M. Williams, Clerk to the Board of Miami County Commissioners, do hereby certify that this is a true and correct transcript of action taken by the Board under the date of October 31, 2017.

Leigh M. Williams, Clerk

Cc: Journal
 Facilities and Operations – Chris Johnson
 Elected Officials and Department Heads

***8.1 Policy for Disposal of Surplus Equipment, Vehicles, and Furnishings** When the Board of County Commissioners determines that there is personal property, no matter the value, including motor vehicles, road machinery, equipment, tools, furnishings, or supplies that is not needed for public use, is obsolete, or is unfit for use as originally purchased, it is the County's policy to dispose of such property as follows:

1. After adopting a resolution and advertising the sale in accordance with O.R.C. 307.12(E), as outlined in Section 8 above, stating the name of the website that will carry out the internet auctions in the resolution and public notice, the County will utilize the specified online auction service (i.e., GovDeals.com or GovPlanet) to advertise and assist with disposing of the selected equipment, vehicles and furnishings. The number of days to bid on the property shall not be less than 10 calendar days.
2. If the specified property that is advertised in accordance with paragraph 1 in this Section 8.1 does not sell, the Miami County Commissioners' Operations & Facilities Department will provide the inventory information to local government and non-profit agencies via an email distribution list, offering the transfer of such property on a first-come, first-served donation basis. This offer will be open for not more than 10 business days. Any transfer pursuant to such offer will be performed after a resolution is passed by the Board of Miami County Commissioners, authorizing the transfer.
3. If any item(s) are not sold in accordance with paragraph 1 in this Section 8.1, claimed for donation within the 10 business day time-limit, or transferred in accordance with paragraph 2 in this Section 8.1, the following steps will be taken for disposal of the property:
 - a. The item or items will be evaluated for scrap value and sold for scrap for the highest price quote received from three (3) local sources and any proceeds will be remitted to the Board of Miami County Commissioners; or
 - b. If it is determined that the item or items have no salvage or scrap value, the item(s) will be disposed of as junk and discarded at the Miami County Solid Waste Station.

*This Section 8.1 only, was updated October 2, 2017.