

Agenda Report

TO: CITY COUNCIL **DATE:** JANUARY 26, 1998

FROM: CITY MANAGER

SUBJECT: TRANSFER OF SURPLUS PROPERTY TO PASADENA CITY COLLEGE AND AMENDMENT TO SURPLUS EQUIPMENT AND GOODS ORDINANCE P.M.C. 4.04

RECOMMENDATION

On the advice of the Director of Finance, it is recommended that the City Council authorize the transfer of six (6) surplus bicycles to Pasadena City College. It is further recommended that the City Council find that based upon the information contained herein and such additional information as may be presented to the City Council at its January 26th meeting, a public purpose is served by exempting the proposed transfer from the provisions of the Surplus Equipment and Goods Ordinance P.M.C. 4.04, pursuant to section 4.04.080.

In addition, it is recommended that the City Council direct the City Attorney to amend the Salvage Equipment and Goods Ordinance P.M.C. 4.04, to authorize the Director of Finance with the approval of the City Manager, to transfer surplus equipment and goods to the Pasadena Unified School District without City Council authorization.

BACKGROUND

Pasadena City College employs a bicycle patrol to provide security on campus. The bicycles used in this program undergo heavy usage and as a result, are in need of constant repair. Pasadena City College has requested the donation of any usable bicycles currently held by the City which would otherwise be sold at auction. At present, there are six bicycles, currently stored in the Police Property Room, which are available for transfer to Pasadena City College.

The Salvage Equipment and Goods Ordinance requires that surplus equipment be disposed of through a public auction, sealed bid or negotiated sale. However, the Ordinance enables the City Council to authorize alternate methods of disposal, including donation, provided such authorization contains a finding that a valid public purpose is served in doing so.

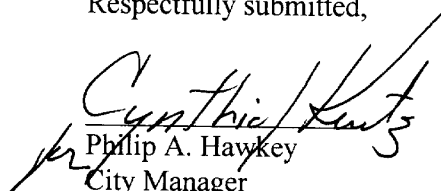
Assisting Pasadena City College in preventing crime and safeguarding the student and faculty population constitutes a valid public purpose for which an exemption from the provisions of P.M.C. 4.04 is appropriate.

In addition to the request by Pasadena City College, a representative of Blair High School has contacted the Purchasing Division inquiring as to the availability of used typewriters to be used for students in typing class. While at this time no such equipment is available, in keeping with the City Council's stated goal of supporting the Pasadena Unified School District, staff recommends modifying the provisions of the Salvage Equipment and Goods Ordinance so that in the future when equipment such as typewriters and computers become available, they can be donated to the School District in an expeditious and cost-effective manner by eliminating the need to secure City Council authorization. It should be noted that City Council will be made aware of any such transfers by way of informal notification by the City Manager.

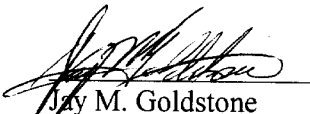
FISCAL IMPACT

The estimated value of the six bicycles to be provided to Pasadena City College is \$480. Amending P.M.C. 4.04 to allow for the expeditious transfer of surplus City equipment to the PUSD will reduce staff costs associated with preparing agenda reports requesting City Council authorization.

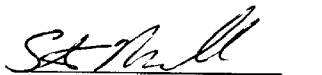
Respectfully submitted,


Philip A. Hawkey
City Manager

Approved by:


Jay M. Goldstone
Director of Finance

Prepared by:


Steve Mermell
Purchasing Administrator