



MEMORANDUM
COUNTY EXECUTIVE OFFICE
Procurement Services Division
County of Placer

TO: Board of Supervisors
DATE: March 30, 2021
FROM: Todd Leopold, County Executive Officer
By: Brett Wood, Purchasing Manager
SUBJECT: Declare Vehicles to be Surplus and Authorize Ownership Transfer

ACTION REQUESTED

Declare two (2) travel trailers as surplus and authorize the ownership transfer.

BACKGROUND

The Procurement Services Division has received a list of surplus travel trailers which the Department of Health and Human Services have identified as property that can be declared surplus and donated to a nonprofit organization, pursuant to Government Code section 25372. The complete inventory is shown on Attachment A and includes one (1) 2003 Keystone Everest Travel Trailer and one (1) 2013 Keystone Bullet Travel Trailer.

On January 26, 2021, the Board of Supervisors approved the addition of these two (2) travel trailers to the Master Fixed Asset List for HHS-Adult System of Care Program. A portion of the Homeless Mentally Ill Outreach and Training (HMIOT) funding was used to purchase the travel trailers by Placer County with the expectation they would be signed over to the Homeless Resource Council of the Sierras.

In accordance with Procurement Policy Sections 6.1 and 8.0, your Board's approval is required for surplus declarations of assets with a current value of \$5,000 or more. The items on Attachment A meet this criterion.

Therefore, your Board's approval is required to declare the equipment on Attachment A as surplus and authorize Procurement to transfer ownership of the trailers to the Homeless Resource Council of the Sierras as defined by the Health and Human Services Department.

FISCAL IMPACT

There is no fiscal impact from this activity.

Attachment A: Surplus Equipment List

Attachment A

**SURPLUS EQUIPMENT LIST
March 30, 2021**

MAKE, MODEL, YEAR	MILEAGE	COUNTY ID NUMBER	VIN NUMBER OR SERIAL NUMBER	CURRENT ASSET VALUE
Keystone Bullet Travel Trailer, 2013	N/A	32386001	4YDT24823DX421371	\$18,608.00
Keystone Everest Travel Trailer, 2003	N/A	32387001	4YDF3122631480997	\$16,210.00