

Staff Report

Subject: Approval of Surplus Resolution – County-Owned Equipment

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Department: Procurement

Meeting Date: March 3, 2026

Item Description: Consideration to approve a resolution declaring certain County-owned equipment as surplus property.

Summary Recommendation: Staff recommends approval of the surplus resolution declaring the listed equipment as surplus and authorizing disposal in accordance with County policy.

Executive Summary/Background:

From time to time, the County accumulates broken, obsolete, damaged, unused, or excess inventory that is no longer needed for County operations.

In order for the County to properly dispose of these items, they must first be declared surplus by formal action of the Board. Pursuant to **O.C.G.A. § 36-9-2**, the County may, by order entered onto its minutes, direct the disposal of property which may be lawfully disposed of on behalf of the County.

The attached Surplus Equipment Spreadsheet (2026) identifies equipment and assets submitted by various departments for surplus designation. Once declared surplus, the items will be disposed of through public auction, online auction platform, sealed bid, trade-in, recycling, or other method determined to be in the best interest of the County.

Approval of this resolution authorizes staff to proceed with disposition in compliance with County procurement procedures and applicable state law.

Alternatives for Commission to Consider:

1. Board's approval of the Resolution of Surplus.
2. Do not approve the Resolution of Surplus

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Various

Funding Source: NA

Attachments: Resolution of Surplus