

Ordinance No. 119145

inc

The City of Seattle
Council Bill/Ordinance

Council Bill No. 112326

AN ORDINANCE authorizing the development and implementation of a process for the non-cash transfer of computer equipment, which has become surplus to the needs of City departments, to the Seattle Public School District or not-for-profit community service agencies who will serve the City's needs; and amending Seattle Municipal Code 3.18.824 in connection therewith.

CF No. _____

TP, SR
mem
9-14-98 Full C
(Execu

Date introduced:	<u>SEP 8 1998</u>	
Date 1st Referred:	<u>SEP 8 1998</u>	
To: (committee)	Public Safety, Health and Technology Committee	
Date Re - Referred:	To: (committee)	
Date Re - Referred:	To: (committee)	
Date of Final Passage:	Full Council Vote: <u>8-0</u>	
<u>9-14-98</u>		
Date Presented to Mayor:	Date Approved: <u>SEP 15 1998</u>	
<u>9-14-98</u>		
Date Returned to City Clerk:	Date Published:	TO: <input checked="" type="checkbox"/> ET: <input checked="" type="checkbox"/>
<u>SEP 15 1998</u>	<u>4 pp.</u>	
Date Vetoes by Mayor:	Date Veto Published:	
Date Passed Over Veto:	Veto Sustained:	

This file is complete and ready

Law Department

Law Dept. Review

The City of Seattle - Legislative Department

Council Bill/Ordinance sponsored by:

PODLODOWSKI
Councilmember

Committee Action:

TR, SP,

move to amend 2-0

11-14-98 Full Council Action: Passed 8-0

(Excused: Drago)

This file is complete and ready for presentation to Full Council. Committee:

(initial/date)

Law Department

Law Dept. Review

DMP
Review

TR
City Clerk
Review


Electronic
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Indexed

ORDINANCE 119145

1
2 AN ORDINANCE authorizing the development and implementation of a process for the
3 non-cash transfer of computer equipment, which has become surplus to the needs
4 of City departments, to the Seattle Public School District or not-for-profit
5 community service agencies who will serve the City's needs; and amending Seattle
6 Municipal Code 3.18.824 in connection therewith.

7 WHEREAS, the City periodically upgrades and replaces its computer equipment, thereby
8 making existing computer equipment available for other City purposes; and

9 WHEREAS, the cash value of such equipment is typically not substantial and in many
10 cases computers have a negative net value after considering the costs of
11 disposition; and

12 WHEREAS, the City believes there are public schools and community service agencies,
13 both public and private, that would be able to use such computer equipment to
14 accomplish important City purposes and provide valuable public services; and

15 WHEREAS, the City believes that the Seattle Public Schools serves as an important
16 partner in meeting our community's educational goals and would better serve
17 those goals through the use of surplus City computer equipment; and

18 WHEREAS, the City's Department Housing and Human Services and the Department of
19 Neighborhoods have expertise and processes for identifying not-for-profit
20 community service agencies that will reliably serve the City's needs; and

21 WHEREAS, by developing a process designed to make computer equipment available to
22 the Seattle Public Schools and community service agencies selected on the basis of
23 specified criteria, the City can, with the expenditure of minimal resources, obtain
24 substantial public benefits and accomplish important City purposes; NOW
25 THEREFORE,

26 **BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

27 **Section 1.** The Executive Services Department is hereby authorized to develop
28 and implement a program whereby computer equipment no longer needed by City
departments may, after being declared surplus to the City as a whole, be made available
to the Seattle School District No. 1 (the "School District") and to not-for-profit private or

1 public community service agencies who will use that equipment to accomplish City goals.
2 Equipment acquired with funding from restricted sources shall be disposed of only in
3 ways permitted by the source of funding; in the case of Seattle Public Utilities and Seattle
4 City Light, surplus computer equipment may be disposed of under this ordinance only
5 after the utility has received from a non-utility source compensation for any true and full
6 value that equipment may have.

7 **Section 2.** The Executive Services Director is authorized to enter into an
8 agreement with the School District to transfer to the School District, with or without
9 stated consideration, from time to time, whatever surplus City computer equipment the
10 Executive Services Director determines will support the educational mission of the
11 School District.

12 **Section 3.** The Department of Housing and Human Services and The Department
13 of Neighborhoods shall adopt program guidelines and evaluation criteria to be used to
14 select the most appropriate public and private not-for-profit community service agencies,
15 in addition to the Seattle School District, to utilize the City's surplus computer
16 equipment. The Director of the Department of Housing and Human Services and the
17 Director of the Department of Neighborhoods are authorized to enter into agreements
18 with those agencies under which the recipient commits to use that equipment in specified
19 ways that will provide a benefit to the City at least equal to the value (if any) of the
20 equipment.

21 **Section 4.** The City Council declares that, to the extent the Seattle School District
22 No. 1 benefits financially from receiving surplus City computers, the appropriations the
23 City makes and has made to support the acquisition and maintenance of computer
24 equipment by non-utility departments are also made to support the educational mission of
25 the Seattle School District No. 1.
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27
28

1 **Section 5.** It is the intent of the City Council that City departments other than
2 Seattle City Light and Seattle Public Utilities bear the costs, if any, associated with
3 development and implementation of this program in the departments' existing budget
4 appropriations.

5 **Section 6.** Section 3.18.824 of the Seattle Municipal Code is amended as follows:

6 **3.18.824 Reports of supplies on hand -- Sale or transfer of surplus.**

7 A. All using agencies shall submit to the Executive Services Director, at such
8 times and in such form as he or she shall prescribe, reports showing stocks of supplies,
9 materials and equipment on hand awaiting use. When any stock is surplus or no longer of
10 use to any using agency, the Executive Services Director may transfer it to another or
11 other agencies which have need for it, subject to adjustment between the agencies
12 concerned. The Executive Services Director may sell all supplies, materials, and
13 equipment not needed for public use or that may have become unsuitable for public use;
14 provided, that, except for computer equipment disposed of under subsection B, any such
15 sale shall be based on competitive bids in the same manner required for purchases unless
16 the Executive Services Director shall determine competitive bidding to be impracticable.

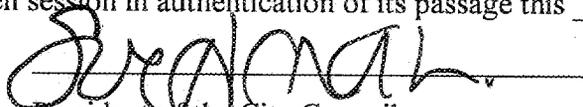
17 B. Notwithstanding any other provision of this code, the Executive Services
18 Director, the Director of the Department of Housing and Human Services, and the
19 Director of the Department of Neighborhoods may dispose of surplus computer
20 equipment in accordance with Ordinance as it now exists or as it may hereafter
21 be amended.

22 **Section 7.** Any acts consistent with and prior to the effective date of this
23 ordinance are hereby ratified and confirmed.

24 **Section 8.** This ordinance shall take effect and be in force thirty (30) days from
25 and after its approval by the Mayor, but if not approved and returned by the Mayor within
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1 ten (10) days after presentation, it shall take effect as provided by Municipal Code
2 Section 1.04.020.

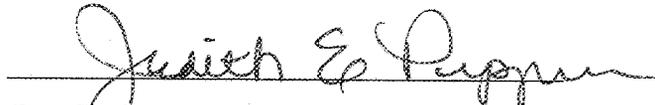
3 Passed by the City Council the 14th day of September, 1998, and signed
4 by me in open session in authentication of its passage this 14th day of September 1998.

5 
6 President of the City Council

7 Approved by me this 15th day of September, 1998.

8 
9 Paul Schell, Mayor problem

10 Filed by me this 15 day of September, 1998.

11 
12 City Clerk

13 (Seal)



City of Seattle

Paul Schell, Mayor

Executive Services Department

Dwight D. Dively, Director

MEMORANDUM

Date: September 11, 1998

To: Honorable Sue Donaldson, President, Seattle City Council

From: Dwight D. Dively, Director, Executive Services Department

Subject: Proposed legislation to authorize the development and implementation of a process for the non-cash transfer of computer equipment to the Seattle Public School District and [not-for-profit] community service agencies who will serve the City's needs; and amending Seattle Municipal Code 3.18.824 in connection therewith.

The Executive Services Department (ESD) is seeking Council approval for the development of a program to allow for the non-cash transfer of computer equipment that has become surplus to City needs to the Seattle Public Schools and non-profit service agencies in Seattle. Current legislation requires that the City dispose of all public property through a competitive process. Disposal of most computer equipment through this process is labor intensive and time consuming and results in minimal cash value to the City. The City would realize a much greater return if a simple and straightforward method is established to get the surplus equipment into the community for immediate use. Such a practice would also support and enhance the City's goals that focus on supporting our public schools and not-for-profit agencies working in and for our communities. This ordinance would amend Section 3.18.824 of the Seattle Municipal Code which requires that the City dispose of all public property through a competitive process.

ESD would provide the lead in developing and implementing a program that would make this computer equipment available to the School District and community service groups once it has been declared surplus to the City as a whole. The Department of Housing and Human Services (DHHS), and the Department of Neighborhoods (DON) will partner with ESD by providing program guidelines and evaluation criteria that

Dively/Donaldson
Surplus Computer Ordinance
September 11, 1998
Page 2

will be used to select community service groups eligible to receive the City's surplus computer equipment. DHHS and DON will consider those groups who will agree to use the equipment in specified ways that will provide the City with benefits equal to that of the equipment's estimated worth. We do not anticipate any substantive changes to the operations or administration of our surplus program for departments or for ESD Warehousing Services/surplus operation. The only additional costs anticipated in association with this program relate to the minor loss of revenue general fund departments might normally receive from the sale of surplus computers.

Please do not hesitate to call Pat Miller, our Warehousing Services Manager, at 684-0985, if you have questions or would like additional information. Also, please let us know if you would like an individual briefing on this matter.

Attachments:

Ordinance
Fiscal Note

CC: Martha Choe, City Council
Tina Podlowski, City Council
Peter Steinbrueck, City Council
Jean Greaves, DHHS
Dianne Hanna, DHHS
Rod Brandon, ESD
Pat Miller, ESD
Brenda Bauer, ESD

Fiscal Note

Each piece of legislation that is financial in nature will be accompanied by a fiscal note. The fiscal note should be drafted by department staff and will identify operating, capital, revenue, and FTE impacts of the legislation.

Department:	Contact Person/Phone:	CBO Analyst/Phone:
ESD	Pat Miller 4-0985	Barbara Gangwer

Legislation Title: _____

An ordinance authorizing the development and implementation of a process for the non-cash transfer of computer equipment, which has become surplus to the needs of City departments, to the Seattle Public School District or [not-for-profit] community service agencies who will serve the City's needs; and amending Seattle Municipal Code 3.18.824 in connection therewith.

Summary of the Legislation: _____

To allow for the development and implementation of a program whereby computer equipment no longer needed by City departments may, after being declared surplus to the City as a whole, be made available to the Seattle School District and community service agencies that will use that equipment to accomplish City goals. Equipment acquired with funding from restricted sources shall only be disposed of in ways permitted by the source of funding; in the case of Seattle Public Utilities and Seattle City Light, surplus computer equipment may be disposed of under this ordinance only after the utility has received from a non-utility source compensation for true and full value that equipment may have.

Background (Include justification for the legislation and funding history, if applicable): _____

Current legislation requires that the City dispose of all public property through a competitive process. Disposal of most computer equipment through this process is labor intensive and time consuming and results in minimal cash value to the City. The City would realize a much greater return if a simple and straightforward method is established to get the surplus equipment into the community for immediate use.

Sustainability Issues (related to grant awards): N/A

Estimated Expenditure Impacts: N/A

FUND	1998	1999	2000
TOTAL			

One-time \$ _____ On-going _____

Estimated Revenue Impacts:

FUND	1998	1999	2000
General		(\$11,500)	(\$11,500)
TOTAL			

One-time \$ _____ On-going (\$11,500)

Estimated FTE Impacts: N/A

FUND	1998	1999	2000
TOTAL			

Full Time _____ # Part Time _____ # TES _____

Do positions sunset in the future? If so, when?

Other Issues (including long-term implications of the legislation):

*This is the version which
shows (in bold) the entire amendments.*

ORDINANCE _____

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3 non-cash transfer of computer equipment, which has become surplus to the needs
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7 WHEREAS, the City periodically upgrades and replaces its computer equipment, thereby
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9 WHEREAS, the cash value of such equipment is typically not substantial and in many
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11 disposition; and

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13 both public and private, that would be able to use such computer equipment to
14 accomplish important City purposes and provide valuable public services; and

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16 partner in meeting our community's educational goals and would better serve
17 those goals through the use of surplus City computer equipment; and

18 WHEREAS, the City's Department Housing and Human Services **and Department of**
19 **Neighborhoods** have expertise and processes for identifying not-for-profit
20 community service agencies that will reliably serve the City's needs; and

21 WHEREAS, by developing a process designed to make computer equipment available to
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23 specified criteria, the City can, with the expenditure of minimal resources, obtain
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9 agreement with the School District to transfer to the School District, with or without
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11 Executive Services Director determines will support the educational mission of the
12 School District.

13 **Section 3.** The Department of Housing and Human Services **and The**
14 **Department of Neighborhoods** shall adopt program guidelines and evaluation criteria to
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2 Section 1.04.020.

3 Passed by the City Council the ____ day of _____, 1998, and signed
4 by me in open session in authentication of its passage this ____ day of _____,
5 1998.

6 _____

7 President of the City Council

8
9 Approved by me this ____ day of _____, 1998.

10
11 _____

12 Paul Schell, Mayor

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14 Filed by me this ____ day of _____, 19____.

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16 _____

17 City Clerk

18 (Seal)
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ORDINANCE _____

1 AN ORDINANCE authorizing the development and implementation of a process for the
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15 District, to utilize the City's surplus computer equipment. The Director of the
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17 those agencies under which the recipient commits to use that equipment in specified ways
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20 No. 1 benefits financially from receiving surplus City computers, the appropriations the
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22 equipment by non-utility departments are also made to support the educational mission of
23 the Seattle School District No. 1.

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25 Seattle City Light and Seattle Public Utilities bear the costs, if any, associated with

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4 A. All using agencies shall submit to the Executive Services Director, at such
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11 provided, that, except for computer equipment disposed of under subsection B, any such
12 sale shall be based on competitive bids in the same manner required for purchases unless
13 the Executive Services Director shall determine competitive bidding to be impracticable.

14 B. Notwithstanding any other provision of this code, the Executive Services
15 Director and the Director of the Department of Housing and Human Services may dispose
16 of surplus computer equipment in accordance with Ordinance _____ as it now exists
17 or as it may hereafter be amended.

18 **Section 7.** Any acts consistent with and prior to the effective date of this
19 ordinance are hereby ratified and confirmed.

20 **Section 8.** This ordinance shall take effect and be in force thirty (30) days from
21 and after its approval by the Mayor, but if not approved and returned by the Mayor within
22 ten (10) days after presentation, it shall take effect as provided by Municipal Code
23 Section 1.04.020.
24
25

Passed by the City Council the _____ day of _____, 1998, and signed
by me in open session in authentication of its passage this _____ day of _____,
1998.

President of the City Council

Approved by me this _____ day of _____, 1998.

Paul Schell, Mayor

Filed by me this _____ day of _____, 19____.

City Clerk

(Seal)

Fiscal Note

Each piece of legislation that is financial in nature will be accompanied by a fiscal note. The fiscal note should be drafted by department staff and will identify operating, capital, revenue, and FTE impacts of the legislation.

Department: ESD	Contact Person/Phone: Pat Miller 4-0985	CBO Analyst/Phone: Barbara Gangwer
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Legislation Title:

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Background (Include justification for the legislation and funding history, if applicable):

Current legislation requires that the City dispose of all public property through a competitive process. Disposal of most computer equipment through this process is labor intensive and time consuming and results in minimal cash value to the City. The City would realize a much greater return if a simple and straightforward method is established to get the surplus equipment into the community for immediate use.

Sustainability Issues (related to grant awards): N/A

Estimated Expenditure Impacts: N/A

FUND	1998	1999	2000
TOTAL			

One-time \$ _____ On-going _____

Estimated Revenue Impacts:

FUND	1998	1999	2000
General		(\$11,500)	(\$11,500)
TOTAL			

One-time \$ _____ On-going (\$11,500)

Estimated FTE Impacts: N/A

FUND	1998	1999	2000
TOTAL			

Full Time _____ # Part Time _____ # TES _____

Do positions sunset in the future? If so, when?

Other Issues (including long-term implications of the legislation):



City of Seattle

Paul Schell, Mayor

Executive Services Department

Dwight D. Dively, Director

MEMORANDUM

Date: August 14, 1998
To: Honorable Sue Donaldson, President, Seattle City Council
From: Dwight D. Dively, Director, Executive Services Department 
Subject: Proposed legislation to authorize the development and implementation of a process for the non-cash transfer of computer equipment to the Seattle Public School District and [not-for-profit] community service agencies who will serve the City's needs; and amending Seattle Municipal Code 3.18.824 in connection therewith.

The Executive Services Department (ESD) is seeking Council approval for the development of a program to allow for the non-cash transfer of computer equipment that has become surplus to City needs to the Seattle Public Schools and non-profit service agencies in Seattle. Current legislation requires that the City dispose of all public property through a competitive process. Disposal of most computer equipment through this process is labor intensive and time consuming and results in minimal cash value to the City. The City would realize a much greater return if a simple and straightforward method is established to get the surplus equipment into the community for immediate use. Such a practice would also support and enhance the City's goals that focus on supporting our public schools and not-for-profit agencies working in and for our communities. This ordinance would amend Section 3.18.824 of the Seattle Municipal Code which requires that the City dispose of all public property through a competitive process.

ESD would provide the lead in developing and implementing a program that would make this computer equipment available to the School District and community service groups once it has been declared surplus to the City as a whole. The Department of Housing and Human Services (DHHS) will partner with ESD by providing program guidelines and evaluation criteria that will be used to select community service groups



600 Fourth Avenue, Room 103, Seattle, WA 98104-1891

Tel: (206) 684-0484, TDD: (206) 233-7810, Fax: (206) 684-8286, <http://www.ci.seattle.wa.us>

An equal employment opportunity, affirmative action employer. Accommodations for people with disabilities provided upon request.

eligible to receive the City's surplus computer equipment. DHHS will consider those groups who will agree to use the equipment in specified ways that will provide the City with benefits equal to that of the equipment's estimated worth. We do not anticipate any substantive changes to the operations or administration of our surplus program for departments or for ESD Warehousing Services/surplus operation. The only additional costs anticipated in association with this program relate to the minor loss of revenue general fund departments might normally receive from the sale of surplus computers.

Please do not hesitate to call Pat Miller, our Warehousing Services Manager, at 684-0985, if you have questions or would like additional information. Also, please let us know if you would like an individual briefing on this matter.

Attachments:

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Fiscal Note

CC: Martha Choe, City Council
Tina Podlowski, City Council
Peter Steinbrueck, City Council
Jean Greaves, DHHS
Dianne Hanna, DHHS
Rod Brandon, ESD
Pat Miller, ESD
Brenda Bauer, ESD

SPONSORSHIP

THE ATTACHED DOCUMENT IS SPONSORED FOR FILING WITH THE CITY COUNCIL BY THE MEMBER(S) OF THE CITY COUNCIL WHOSE SIGNATURE(S) ARE SHOWN BELOW:



FOR CITY COUNCIL PRESIDENT USE ONLY

COMMITTEE(S) REFERRED TO: _____

PRESIDENT'S SIGNATURE

STATE OF WASHINGTON - KING COUNTY

97924
City of Seattle, City Clerk

—ss.

No. **ORDINANCE IN**

Affidavit of Publication

The undersigned, on oath states that he is an authorized representative of The Daily Journal of Commerce, a daily newspaper, which newspaper is a legal newspaper of general circulation and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published in the English language continuously as a daily newspaper in Seattle, King County, Washington, and it is now and during all of said time was printed in an office maintained at the aforesaid place of publication of this newspaper. The Daily Journal of Commerce was on the 12th day of June, 1941, approved as a legal newspaper by the Superior Court of King County.

The notice in the exact form annexed, was published in regular issues of The Daily Journal of Commerce, which was regularly distributed to its subscribers during the below stated period. The annexed notice, a

CT:ORD 119145

was published on

09/28/38

The amount of the fee charged for the foregoing publication is the sum of \$ _____, which amount has been paid in full.

[Signature]

Subscribed and sworn to before me on

09/28/38 *[Signature]*

Notary Public for the State of Washington,
residing in Seattle

City of Seattle

ORDINANCE NO. 119145

AN ORDINANCE authorizing the development and implementation of a process for the non-cash transfer of computer equipment, which has become surplus to the needs of City departments, to the Seattle Public School District or not-for-profit community service agencies who will serve the City's needs, and amending Seattle Municipal Code 2.18.824 in connection therewith.

WHEREAS, the City periodically upgrades and replaces its computer equipment, thereby making existing computer equipment available for other City purposes; and

WHEREAS, the cash value of such equipment is typically not substantial and in many cases computers have a negative net value after considering the costs of disposition; and

WHEREAS, the City believes there are public schools and community service agencies, both public and private, that would be able to use such computer equipment to accomplish important City purposes and provide valuable public services; and

WHEREAS, the City believes that the Seattle Public Schools serves as an important partner in meeting our community's educational goals and would better serve those goals through the use of surplus City computer equipment; and

WHEREAS, the City's Department of Housing and Human Services and the Department of Neighborhoods have expertise and processes for identifying not-for-profit community service agencies that will reliably serve the City's needs; and

WHEREAS, by developing a process designed to make computer equipment available to the Seattle Public Schools and community service agencies selected on the basis of specified criteria, the City can, with the expenditure of minimal resources, obtain substantial public benefits and accomplish important City purposes; NOW THEREFORE

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

SECTION 1. The Executive Services Department is hereby authorized to develop and implement a program whereby computer equipment no longer needed by City departments may, after being declared surplus to the City as a whole, be made available to the Seattle School District No. 1 (the "School District") and to not-for-profit private or public community service agencies who will use that equipment to accomplish City goals. Equipment acquired with funding from restricted sources shall be disposed of only in ways permitted by the source of funding. In the case of Seattle Public Utilities and Seattle City Light, surplus computer equipment may be disposed of under this ordinance only after the utility has received from a non-utility source compensation for any true and full value that equipment may have.

SECTION 2. The Executive Services Director is authorized to enter into an agreement with the School District to transfer to the School District, with or without stated consideration, from time to time, whatever surplus City computer equipment the Executive Services Director determines will support the educational mission of the School District.

SECTION 3. The Department of Housing and Human Services and The Department of Neighborhoods shall adopt program guidelines and evaluation criteria to be used to select the most appropriate public and private not-for-profit community service agencies, in addition to the Seattle School District, to utilize the City's surplus computer equipment. The Director of the Department of Housing and Human Services and the Director of the Department of Neighborhoods are authorized to enter into agreements with those agencies under