



## COMMISSIONERS COURT COMMUNICATION

AGENDA DATE: 12.04.2023

CONSENT OR REGULAR: Consent

CONTRACT REFERENCE NO  
(IF APPLICABLE): \_\_\_\_\_

**SUBJECT:** Approve and authorize the Purchasing Department to hold periodic online surplus auctions using Public Surplus, approved to run between the dates of 1 January, 2024 through 30 September 2024 as needed.

**BACKGROUND/DISCUSSION OF TOPIC:** Approve and authorize the Purchasing Department to hold periodic online Surplus Auctions as needed between the dates of 1 January 2024 to 30 September 2024.

**FISCAL IMPACT:** Items submitted to the Purchasing Department are old obsolete and no longer in use and are ready for auction. This will generate monies for the County General Fund.

**PRIOR COMMISSIONERS COURT ACTION (IF ANY):**

N/A

**RECOMMENDATION:** Approve and authorize the Purchasing Department to hold online auctions through Public Surplus as needed throughout the year from 1 January 2024, to 30 September 2024. Any items not sold may be re-posted in a new auction in attempts to sell the item. Should an item not sell, it will be moved to a closed file and can then be appropriately disposed by the county. Payment transactions and advertising will be managed and completed by Public Surplus.

The sale is open to the public, and available to any buyers who are registered with Public Auction. All items are sold "AS IS. WHERE IS. WITHOUT ANY WARRANTIES OR GUARANTEES" As according to the listed description on the site. Arrangements shall be made for all purchased items to be picked up after the closeout of the auction and the completion of payment. The item will be awarded to the highest bidder, unless the bids do not meet the reserve price. In this case, the highest bidder can still be awarded the item should the county choose to do so. The County has the right to add, delete and/or place a reserve price on all items. Items not picked up, will revert to El Paso County property.

**COUNTY ATTORNEY APPROVAL**

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY:

LEGAL REVIEW:

LEGAL REVIEW NOTES (If Applicable):

DATE:

SUBMITTED BY:

Karen L. Davidson, Purchasing Agent, Purchasing Department (915) 273-3349



Karen L. Davidson  
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November 27, 2023

Judge Ricardo A. Samaniego  
And County Commissioners  
County Courthouse  
El Paso, TX

Dear Honorable Judge Samaniego and Commissioners:

Approve and authorize the Purchasing Department to hold periodic online surplus auctions using Public Surplus, approved to run between the dates of 1 January 2024 through 30 September 2024 as needed. Any items not sold may be re-posted in a new auction in attempts to sell the item. Should an item not sell, it will be moved to a closed file and can then be appropriately disposed by the county. Payment transactions and advertising will be managed and completed by Public Surplus.

The sale is open to the public, and available to any buyers who are registered with Public Auction. All items are sold "AS IS. WHERE IS. WITHOUT ANY WARRANTIES OR GUARANTEES" As according to the listed description on the site. Arrangements shall be made for all purchased items to be picked up after the closeout of the auction and the completion of payment. The item will be awarded to the highest bidder, unless the bids do not meet the reserve price. In this case, the highest bidder can still be awarded the item should the county choose to do so. The County has the right to add, delete and/or place a reserve price on all items. Items not picked up, will revert to El Paso County property.

Sincerely,

A handwritten signature in dark ink, appearing to read "Karen L. Davidson", is written over a light blue horizontal line.

Karen L. Davidson  
Purchasing Agent