



City of Dublin

Office of the City Manager  
5200 Emerald Parkway • Dublin, OH 43017-1090  
Phone: 614-410-4400 • Fax: 614-410-4490

# Memo

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**To:** Members of Dublin City Council

**From:** Marsha I. Grigsby, City Manager 

**Date:** September 18, 2014

**Initiated By:** Angel L. Mumma, Director of Finance  
Matthew L. Stiffler, Financial Analyst

**Re:** Resolution 79-14 - Disposal of City-Owned Property (Restaurant Equipment and Vehicles)

## Summary

Resolution 79-14 authorizes the City Manager to dispose of restaurant equipment and certain vehicles that are no longer in service. The restaurant equipment and motor vehicles, which staff has identified for auction are detailed in the attached Exhibit A and B, respectively.

Section 37.08 of the Dublin Codified Ordinance requires City Council authorization for disposal of all motor vehicles or other property valued at \$5,000 or above. Staff has determined that the restaurant equipment will be sold as one lot and the potential value of this lot may exceed \$5,000. Selling the equipment as one lot will reduce the City's exposure to potential liability and simplify the removal process.

Details on the demolition of the Digger and Finch property and the sale of surplus equipment were outlined in an Info Only memo provided to Council in the September 8, 2014 meeting packet, a copy of which is attached. This restaurant equipment will be sold by internet auction, as authorized by Section 37.08. Upon approval of this resolution, bidding will open as soon as practical after September 22, 2014 and will remain open the required minimum of two weeks. To garner the widest interest in the restaurant equipment, the City will contact local associations who may have interested parties to make sure they are aware of the internet auction. This information will also be available on the City of Dublin website along with a link to take customers directly to the auction website at [www.govdeals.com](http://www.govdeals.com).

As Council is aware, motor vehicle replacement is incorporated with the Capital Improvement Program (CIP). Before vehicles are taken out of service, an evaluation is completed as to the current condition and maintenance history. If, after the evaluation, the vehicle is determined to have had minimal maintenance costs and staff believes the vehicle provides continued value to the City, the vehicle will be maintained as part of the City's fleet and the replacement schedule will be modified. It has been determined that it is in the best interest of the City to dispose of the vehicles listed on Exhibit B through internet auction.

Under the terms of the City's agreement with GovDeals, the City will pay a commission to GovDeals of 7.5% of sale proceeds; however, the City will incur no cost unless the items are sold. The GovDeals site is well known among public entities and will provide a broad pool of prospective buyers for city surplus items.

## Recommendation

Staff recommends adoption of Resolution 79-14.



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# Memo

**To:** Members of Dublin City Council  
**From:** Marsha I. Grigsby, City Manager   
**Date:** September 4, 2014  
**Initiated By:** Angel L. Mumma, Director of Finance  
Matthew L. Stiffier, Financial Analyst  
**Re:** Restaurant equipment within the former Digger and Finch Restaurant.

## Background

As authorized by Ordinance No. 75-12, the City of Dublin purchased the Digger and Finch Restaurant and surrounding property including all furniture, fixtures, and equipment (FF&E) except for certain specified exemptions. As part of the realignment of Riverside Drive, the property is scheduled for demolition in October 2014. As such, staff has been evaluating the most cost effective and efficient manner in which to dispose of the FF&E.

## Summary

Staff contacted two qualified auctioneers and investigated the option of conducting a live salvage auction of the FF&E. However, subsequent discussions between staff and the auctioneers indicated that contractual concerns, including expenses and pricing, insurance and indemnification requirements, and liability issues, precluded that option.

Therefore, Staff recommends that the various restaurant equipment be sold by internet auction, as authorized by Section 37.07 of the Dublin Codified Ordinances. In order to mitigate potential liability to the City, reduce City expenditures and potential damages, and to simplify the disposal process, it is anticipated that the restaurant equipment will be sold in one lot. For those same reasons, the potentially salvageable parts of the building will be bid out as part of the demolition process, thereby reducing the costs associated with the demolition of the building. As the potential value of this lot of restaurant equipment exceeds \$5,000, a resolution authorizing this action will be forthcoming on the September 22, 2014 Council meeting agenda.

Bidding for the equipment will open as soon as practical and will remain open the required minimum of two weeks. To ensure the widest interest in the restaurant equipment, the City will advertise in surrounding local newspapers and contact local associations who may have interested parties. This information will also be available on the City of Dublin website along with a link to take customers directly to the auction website at [www.govdeals.com](http://www.govdeals.com).

Under the terms of the City's agreement with GovDeals, the City will pay a commission 7.5% of sale proceeds; however, the City will incur no cost unless the items are sold. The GovDeals site is well-known among public entities, including Dublin, and will likely provide a much broader pool of prospective buyers for City surplus items.

## Recommendation

Information only.

# RECORD OF RESOLUTIONS

Clayton Legal Blank, Inc., Form No. 30045

**79-14**

Resolution No. \_\_\_\_\_ Passed \_\_\_\_\_, 20\_\_\_\_

**A RESOLUTION DECLARING CERTAIN CITY-OWNED PROPERTY AS SURPLUS AND AUTHORIZING THE CITY MANAGER TO DISPOSE OF SAID PROPERTY IN ACCORDANCE WITH SECTION 37.08 OF THE DUBLIN CODIFIED ORDINANCES**

**WHEREAS**, as authorized by Ordinance 75-12, the City of Dublin purchased the Digger and Finch Restaurant, including most of the restaurant equipment; and

**WHEREAS**, this restaurant equipment is not useful for City purposes; and

**WHEREAS**, the City of Dublin possesses certain equipment assets used in the performance of its daily operations; and

**WHEREAS**, these equipment assets have reached the end of their useful life for City purposes; and

**WHEREAS**, it has been determined that the City should maximize the return on investment by selling these assets; and

**WHEREAS**, it has been determined that an internet auction is the method through which the City may wish to dispose of these assets; and

**WHEREAS**, the City has chosen GovDeals as the vendor to implement an internet auction.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Dublin, State of Ohio, \_\_\_\_\_ of its elected members concurring, that:

Section 1. The City Manager is hereby authorized to dispose of personal property, fleet and equipment assets that have been declared as surplus through the use of internet auction.

Section 2. This auction will be conducted using a third-party contractor, namely:

GovDeals [www.GovDeals.com](http://www.GovDeals.com)  
Greg Thomas, Client Services Representative  
5907 Carmichael Place  
Montgomery, AL 36117  
Telephone No. (800) 613-0156

The contract outlining the specifics of the terms and conditions under which this contractor will carry out this service to the City can be made available upon request to the Department of Finance.

Section 3. The Council of the City of Dublin hereby declares the property listed in the attached Exhibit A and B as surplus and authorizes the City Manager to dispose of said property in a manner consistent with Section 37.08 of the Dublin Codified Ordinances.

Section 4. This Resolution shall be effective upon passage, in accordance with Section 4.04(a) of the Revised Charter.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Mayor - Presiding Officer

ATTEST:

\_\_\_\_\_  
Clerk of Council

## Exhibit A - Restaurant Equipment

two three compartment sinks

48 inch worktable with bottom shelf

50 inch slide top beer cooler

80 inch slide top beer cooler

37 inch slide top beer cooler

drain workstation with liquor shelves

three hand sinks

two door freezer

salad prep station with top coolers, refrigeration bottom, and station shelving

microwave

60 inch worktable with bottom shelf

chef workstation with two coolers, top hot food well, and heating lamps

gas stove with oven

flat top grill

grill

two double vat fryers

fire suppression system

exhaust hood with lights

60 inch worktable with bottom shelf

multiple wire shelving units

slanted wall shelf

wall mounted pot hanging rack

two 72 inch wall mounted shelves

sink with workstation

walk in cooler

condensation hood

Hoshizaki ice machine

dishwashing station

clean dish worktable

80 inch kegerator

Exhibit B - Vehicles

<u>Year</u>	<u>Serial Number</u>	<u>Make &amp; Model</u>	<u>Asset #</u>	<u>Dept.</u>	<u>Mileage</u>	<u>Reason for Selling</u>
2003	2FAFP71W83X132131	FORD CROWN VICTORIA	1320	POLICE	78,491	REPLACED BY #11416
2010	2FABP7BV0AX132335	FORD CROWN VICTORIA	11015	POLICE	89,883	REPLACED BY #11415
2010	2FABP7BV8AX141896	FORD CROWN VICTORIA	11016	POLICE	106,616	REPLACED BY #11424
2007	2FAFP71W07X102479	FORD CROWN VICTORIA	1722	POLICE	122,707	REPLACED BY #11478 K-9 UNIT
2003	1G1ND52J43M668807	CHEVROLET MALIBU	1307	POLICE	86,143	REPLACED BY #11417
2003	1GTCS19X438233060	GMC SONOMA	4360	POLICE	56,789	REPLACED BY #11560