

# Mayor and Council Communication

**DATE:** 10/31/23

**M&C FILE NUMBER:** M&C 23-0931

**LOG NAME:** 21FLEET GENERATOR TRANSFER TO IT

**SUBJECT**

(ALL) Authorize Cash Transfer in the Amount of \$159,552.93 from the Grants Capital Projects Federal Fund to the Fleet Capital Projects Fund to Record the Sale of a 2021 Marathon Generator to the Information Technology Services Department

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**RECOMMENDATION:**

It is recommended that the City Council authorize a cash transfer in the amount of \$159,552.93 from the Grants Capital Projects Federal Fund in the ARPA for ITS Initiatives Project (City Project No. 103746) to the Fleet Capital Projects Fund in the FY2019 Generator Project (City Project No. 102317) to record the sale of a 2021 Marathon generator to the Information Technology Services Department.

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**DISCUSSION:**

The Fiscal Year 2019 Capital Improvement Program (CIP) included funding in the Fleet Capital Projects Fund for the Fleet Division of the Property Management Department to purchase a generator for the James Avenue Service Center. The generator was purchased in June 2022 for \$159,552.93. The generator is no longer needed by the Fleet Division and will replace an older model that will be turned in for auction by the Information Technology Services (ITS) Department.

The Fleet Division of the Property Management Department is facilitating the transfer of a Marathon Generator Model 433CSL6220 (Unit # 8630007) from the Fleet Capital Projects Fund to the Grants Capital Projects Federal Fund. This internal acquisition will serve as an alternative to spending funds on the purchase of a new generator by the Information Technology Services Department.

This Mayor & Council Communication (M&C) requests the approval to transfer cash from the Grants Capital Projects Federal Fund to the Fleet Capital Projects Fund to reflect the sale of the generator to ITS, while reducing expenditures in the Fleet Capital Projects Fund and reflecting the purchase of the asset in the Grants Capital Projects Federal Fund. Upon approval of this M&C, disposal of the asset will be reflected in the Fleet Capital Projects Fund and a new asset will be created under the Grants Capital Projects Federal Fund (Project No. 103746).

The amount that is being transferred to the Fleet Capital Projects Fund is based on the purchase price of the generator. Both divisions have agreed upon the presumptive value of the equipment as fair value.

This M&C does not request approval of a contract with a business entity.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the above recommendation funds will be transferred from the Grants Cap Projects Federal Fund to the Fleet Capital Projects Fund to reflect the sale of the asset.

**Submitted for City Manager's Office by:** Dana Burghdoff 8018

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