



# MEMORANDUM

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**Resolution 24-102, A Resolution of the City Council of Homer Alaska Acknowledging the City of Homer Surplus Equipment Sale 2024 Results. City Clerk.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and City Council  
**Date:** September 4, 2024  
**From:** Renee Krause, MMC, City Clerk  
**Through:** Melissa Jacobsen, City Manager

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At least once a year, departments may have surplus, obsolete or unneeded supplies, materials, equipment or other personal property with a value of \$5,000 or less that the City Manager may sell or otherwise dispose of in accordance with Homer City Code 18.30.

The City Clerk's Office conducted a Surplus Equipment Sale through the competitive bidding process to sell such items. The Surplus Equipment Sale 2024 Invitation to Bid included 65 items, with no addendums issued, and was advertised in the Homer News on August 8, 2024 and August 22, 2024, submitted to three plans rooms in the state, posted on the City of Homer's website and Facebook page. Sealed bids were due by 5:00 p.m. on Wednesday, August 28, 2024 to be received by the City Clerk's Office and publicly opened and read on Thursday, August 29, 2024 at 3:00 p.m. in the Cowles Council Chambers.

**Results of the ITB:**

There were 25 bidders listed on the Plan Holder's List, 22 of those listed submitted a total of 69 bids on 33 of the items available for sale. Revenue generated from the sales totaled \$28,217.56 and was distributed to the Surplus Property accounts for the General and Port and Harbor funds.

For those items not bid on, and if found to meet the criteria of Homer City Code 18.30.040, the City Manager may authorize the disposal of items through non-competitive methods such as donations.

**Recommendation:**

Adopt the Resolution 24-102 acknowledging the bid results attached as Exhibit A for the Surplus Equipment Sale 2024 Invitation to Bid.