

VOLUSIA COUNTY ON-LINE SURPLUS PROPERTY MANAGEMENT SYSTEM



Presented By:
Purchasing and Contracts
August 25, 2009



Where We Were *November 2001*

- People:
 - Limited resources
- Process:
 - Inefficient and ineffective; completely manual
- Problem:
 - Reactive vs. Proactive; storage issues

Where We Wanted to Go *January 2002*

- Defined Our Dream:
 - Automated, turnkey operation requiring minimal staff support and resources

- Defined Our Goals:
 - Reduce paperwork
 - Automated process
 - Formal pre-auction process



How We Got There *August 2002*

- Developed RFP for Turn-key Auctioneer Services:
 - Monthly surplus property pick-up
 - Proper reporting on disposition of all property
 - Set commission rates to cover all transportation and auction activities
 - Council approved the *first* 3-year contract award to Auctioneer in February 2003.

On August 23, 2007, Council awarded a 5-year contract with a 2-year renewal to George Gideon Auctioneers.



How We Got There

February 2003

- Automation! On-line mechanism to capture all surplus property activities
 - Developed flowcharts to describe desired process
 - Information Technology donated 1 programmer for 2 months (March-April 2003)
 - 100 Property Custodians were trained May 2003
 - Went "Live" June 1, 2003



Surplus Property Management System - Process Defined

- System resides on Volusia County *Intranet* site: ENN
- Property Custodians enter surplus items into *Surplus Property Pick-up Request or Swap Shop*
- Purchasing reminds Property Custodians of monthly cut-off date via e-mail
- Purchasing downloads Surplus data to an Excel report after the cut-off
 - Submits list to County Manager for approval
 - E-mails list to Auctioneer for scheduling
- Auctioneer contacts Custodians and schedules pick-up of Surplus Property within 2 weeks; sells items at monthly auction
- Auctioneer sends check & sales report to Purchasing

Where We Are Today

August 2009

- Enjoying Success:
 - Customers: Property Custodians/Department
 - Auctioneer
 - Purchasing Analyst

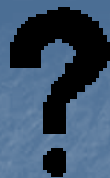


Statistics

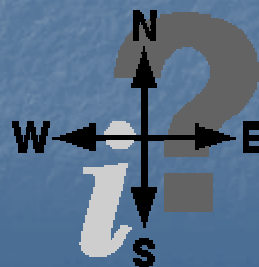
- Resources to develop automated program:
 - Approximately 90 staff hours
- Procurement Analyst contract management time:
 - From *20-plus* hours to fewer than 5 hours/week
- Salary Cost Savings:
 - Approximately \$14,500 (based on average salary)
- Average monthly commission paid to Auctioneer:
 - 15%
- Average time surplus item spends in system:
 - 14 Days

What's Next?

- Riding the Wave of Process Improvement
 - Program monitored monthly
 - Periodic Customer Service surveys
 - Program Adjustments:
 - Internal availability of surplus items to County departments
 - Use of internet to auction large or immobile items



Questions & Answers



Resources

- RFP #07-B-111DW, "Auction Services Including Collection, Transport, Storage, and Selling of County Surplus Property". All solicitation documents are posted to our web site at <http://www.volusia.org>
- Contact Information:

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