



Arapahoe County

5334 South Prince Street
Littleton, CO 80120
303-795-4630
Relay Colorado 711

Board Summary Report

File #: 25-358

Agenda Date: 7/1/2025

Agenda #:

To: Board of County Commissioners

Through: Michael Gouin, Director, Facilities and Fleet Management

Prepared By:

Ken Morris, Division Manager - Project Operations, Facilities and Fleet Management

Presenter: Michael Gouin, FFM and Ken Morris, FFM

Subject:

11:00 AM *Public Health Willow Generator and Computer Room UPS Bill of Sale

Purpose and Request:

The purpose of this drop in is to receive authorization from the Board of County Commissioners to execute a Bill of Sale for the generator and computer room UPS at Public Health Willow location. If this request is supported by the Board, staff will prepare a consent agenda item to formalize a resolution authorizing the execution of the Bill of Sale.

Background and Discussion: Tri-County Health Department (TCHD) signed a lease for office space at 6162 S. Willow Drive in Englewood on March 26, 2010, at which time TCHD purchased and installed a new generator using emergency preparedness funds and installed a computer room backup UPS with the original tenant finish. Arapahoe County assumed this lease, including ownership of the generator and UPS effective January 1, 2023, due to the dissolution of TCHD, and County has notified Landlord that it will vacate at lease end (August 31, 2025) to relocate to owned space at Lima Plaza. Both the generator and UPS are approaching the end of their useful life (each 15+ years old) and FFM and IT have determined that there is not a reasonable or identified purpose for these aged pieces of equipment elsewhere in the county. The original lease has a clause at lease end to allow transfer of ownership for the generator over to the Landlord with an executed Bill of Sale or for Tenant to remove the generator and repair any damage to the Building or Building's grounds caused by its removal. Landlord also agreed to accept the computer room UPS. County staff has determined that it is in the best interest of the County to transfer ownership of the generator and the UPS to Landlord via Bill of Sale at lease end.

Fiscal Impact: There are no fiscal impacts related to this request.

Alternatives: An alternative exists to not authorize execution of the Bill of Sale for the generator and UPS. But considering this action will require the County to have to dedicate considerable funds and staff time to decommission and remove both the generator and the computer room UPS, and return the impacted areas back to original condition, staff would recommend approval of this request.

Alignment with Strategic Plan:

- ☒ Be fiscally sustainable
- ☐ Provide essential and mandated service
- ☒ Be community focused

Staff Recommendation: Facilities and Fleet Management and Information Technology staff recommend that the Board authorize execution of the Bill of Sale for the Willow generator and computer room UPS.

Concurrence: The Landlord has reviewed the draft Bill of Sale and agrees to the language.