

RESOLUTION 15-45

BE IT RESOLVED THAT THE APPROPRIATE OFFICERS OF THE CITY ARE AUTHORIZED TO EXECUTE AND DELIVER ON BEHALF OF THE CITY THAT CERTAIN AGREEMENT BETWEEN THE CITY AND EVANS AUCTIONEERS, TO CONDUCT AN AUCTION OF THE CITY'S SURPLUS PROPERTY, VEHICLES AND EQUIPMENT, ON FEBRUARY 7, 2015, FOR A FEE OF FIVE PERCENT (5%) OF THE TOTAL PROCEEDS RECEIVED, IN SUBSTANTIALLY THE FORM ATTACHED AND PRESENTED TO THE COUNCIL TODAY, WITH SUCH CHANGES, INSERTIONS OR OMISSIONS AS MAY BE APPROVED BY THE CITY MANAGER AND WHOSE EXECUTION OF SUCH AGREEMENT SHALL BE CONCLUSIVE EVIDENCE OF SUCH APPROVAL.

THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON PASSAGE.

PASSED IN REGULAR SESSION THIS 8th DAY OF JANUARY, 2015.

CITY OF PANAMA CITY BEACH

By:


GAYLE F. OBERST, MAYOR

ATTEST:


HOLLY J. WHITE, CITY CLERK

Jo Smith, Deputy City Clerk

INTER-CITY CORRESPONDENCE
OFFICE OF THE CHIEF OF POLICE
Chief Drew R. Whitman
Panama City Beach Police Department

To: Mario Gisbert, City Manager

From: Drew R. Whitman, Chief of Police

Date: December 31, 2014

Topic: City Council Consent Agenda Item - Auction

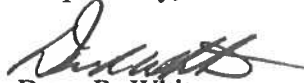
I would like to respectfully request the following item be placed on the consent agenda for the upcoming City Council meeting on Thursday, January 8, 2015, for their consideration:

I would like the approval of the City Council award Evans Auctioneers, Inc. to conduct the City of Panama City Beach surplus property/vehicle and equipment auction on Saturday, February 7, 2015. We sent out request for statements of qualifications and proposals in the month of December. We received three replies back, BIDERA was disqualified for not following the RFP, and the other two were Global Auction Services and Evans Auctioneers. Global Auction Services quoted a 4.95% sellers commission + auction day labor cost: Cashiers(s), bid spotter(s) and auction clerk at \$15.00 per hour and a 10% buyer's premium.

Evans Auctioneers, Inc. quoted a 5% seller's commission and a 10% buyer's commission. We have used Evans Auctioneers Inc. for the past several years and have had no issues with them or the service they provide to our community.

Thank you for your time and consideration in this request.

Respectfully,


Drew R. Whitman
Chief of Police

cc: City Council members
Jo Smith
Holly White

EVANS AUCTIONEERS
5344B KOLB AVENUE • COLUMBUS, GA 31904
Toll Free: 1-800-282-8460 • Local: 706-653-9006 • Fax: 706-653-9096

December 22, 2014

Panama City Beach Police Department
17110 Firenzo Avenue
Panama City Beach, FL 32413

Re: RFP "2015 Auctioneer Services"

Evans Auctioneers, Inc. is pleased to submit a proposal to the Panama City Beach Police Department for auction services in response to your request for proposal. Our auction company is more than capable of performing the work required in the proposal requirements. Our past performance for the Panama City Beach Police Department reflects the capability and integrity to meet all contractual requirements.

The company's proposal reflects knowledge and experience in performing auctions for municipalities and has the special skills in reporting and accountings that are required. We understand the need for computer expertise and have equipment with the capability of producing the technical reports that are required by Panama City Beach Police Department.

It is our policy to protect our client in every way, putting their interest first. We do not take our responsibility lightly, providing customer service that has been the cornerstone of our business since its inception. We look forward to providing auctioneer services to the Panama City Beach Police Department.

I am an authorized official of Evans Auctioneers, Inc. with the authority to bind the company and our proposal is firm for a period of ninety (90) days from the closing date.

Sincerely,

Anne B. Evans
Owner

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Proposal For 2015 RFP: Auctioneer Services

Company Description

Evans Auctioneers is a highly qualified auction company with many years experience in government auctions in several states.

References Include:

Forsyth County
118 Castleberry Road, Suite 13
Cumming, GA 30040
Contact: Avery Gravitt
Phone: 770-888-8872

City of Atlanta
55 Trinity Avenue, S.W., Suite 1900
Atlanta, GA 30303
Contact: David Chapman
Phone: 404-330-6508

Jefferson County Board of Education
716 Richard Arrington Jr. Blvd., North, Room 830
Birmingham, AL 35203
Contact: Lee Pody
Phone: 205-379-4600

Evans Auctioneers Will:

- A.
 1. Submit to auction marketing department a sufficient number of pictures with a list of items to be auctioned. A brochure will be designed and mailed from our mailing list; pictures/listing will be posted on our website (weaci.com) & also links to our various auction sites. Ads will be placed in various newspapers.
 2. Assign a sufficient number of personnel to Panama City Police Department to arrange and inventorying items. They will arrive on site to begin work on a date selected by the Police Department the week prior to auction. Auction items will be assigned a number and described in detail with the City's reference number. The information will be entered into computers using state of the art auction software. Each item will be described & entered by department/consignor.
 3. Provide proper qualified staffing for set-up and auction day. Personnel to arrange, inventory items, auctioneers, ring-men, auctioneer clerk, experienced cashiers and computer clerks. Auctioneers will hold a Florida Auctioneers License.

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4. Provide a 36 Ft. Pace Office Trailer for the safe collection of auction proceeds. It is properly equipped with computers and all equipment necessary for cashiers & staff.

5. Provide an auction truck with auction topper equipped with amplification system & counters for clerks and auctioneers.

6. Register each prospective bidder requiring proper identification and proof of means to pay by cash, credit card or check. Checks are accepted with a bank letter of guarantec. They will be issued a buyers number to be recorded in the auction system.

7. Enter sales price and bidders number into computer as items are sold to the highest bidder.

8. Collect auction proceeds from customers by qualified cashiers. Invoices will be printed from computers using 3-part paper.

9. Balance each cashier against invoice and computer totals. Reports will be printed showing each item sold, amount & sale total for each department. A final report with totals, less commission will be submitted to Chief Drew Whitman. Net proceeds will be submitted immediately after auction with all reports.

- B.** A 5% auction fee will be charged to the Panama City Beach Police Department and consignors. Auction Company will collect a 10% Buyer's Premium from buyers which will be retained by Auction Company.

No expense for advertising, labor or any various auction cost will be charged to the Panama City Beach Police Department. The Auction Company will pay these expenses.

- C.** Auction Company would appreciate the Panama City Beach Police Department to invite other local government agencies to join in the auction with their vehicles & heavy equipment under the same conditions with all consignor items kept separate on reports. The larger the variety of items, the more enhancing the auction becomes.

- D.** Evans Auctioneers will comply with Florida State Statues Chapter 468, Miscellaneous Professions and Occupations, specifically Part VI – Auctioneers, (s.s. 468.381-468.399).

Sub-Consultants

Evans Auctioneers will not use any sub consultants.

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Any and all parts of this proposal remain negotiable. The Panama City Beach Police Department may request any additional services needed for auction.

We greatly appreciate the opportunity to bid on your auction.

Sincerely,

Anne B. Evans – Owner
Evans Auctioneers, Inc.