



## CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

### **AGENDA ITEM**

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Report: Donation of Outdated Laboratory Equipment

1. Resolution authorizing the donation of laboratory equipment to Glendale Community College.

### **COUNCIL ACTION**

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**Item Type:** Consent Calendar

**Approved for** October 1, 2024 **calendar**

### **EXECUTIVE SUMMARY**

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The Glendale Police Department requests authority to donate outdated laboratory equipment to Glendale Community College.

## **RECOMMENDATION**

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Authorize donation of outdated laboratory equipment to Glendale Community College

## **ANALYSIS**

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The majority of laboratory testing equipment in the Verdugo Regional Crime Laboratory (VRCL) was purchased using federal grant funds when the VRCL opened in 2011. Since that time, the VRCL has sought funds from multiple grants to replace aging, obsolete equipment and to establish a more efficient DNA testing workflow.

With the purchase of new equipment, the VRCL has the following equipment that is outdated but still usable by other entities:

- One (1) QIAGEN QIASymphony SP extraction robot with equipment cabinet and associated plastics
- Two (2) 2.0 mL microcentrifuge tube Eppendorf Thermomixers
- Two (2) Life Technologies 7500 Real-Time PCR Instruments w/ HID v1.3 software and associated computer software and hardware
- Two (2) QIAGEN QIAgility liquid handling robots and associated plastics
- Four (4) Life Technologies 9700 Thermal Cyclers
- One (1) pH Meter
- One (1) Single-Channel 96-well Temperature Verification Kit

Specifically, the equipment will have value to the Biotechnology program at Glendale Community College (GCC). The GCC Biotechnology program provides skills that meet industry standards for employment in biotech and academic research institutions through a series of certificate programs, which can ultimately lead to an Associate of Science degree in Biotechnology. Currently, lab equipment is shared between the Biotechnology program and standard GCC laboratory courses. This donation will enable each program to have dedicated equipment. Exposure and familiarity with the subject equipment is critical to bolstering the program's capacity for hand-on learning and research. By providing these essential resources, the donation will support the development of practical skills and foster a deeper understanding of scientific principles among GCC's students. This donation will not only enrich the academic environment but also better prepare students for future careers in science and technology.

Pursuant to the City's purchasing policy, no surplus or obsolete materials with the estimated value of \$2,500 or more shall be donated without Council Approval. If the City Council adopts the resolution to donate the laboratory equipment to GCC such donation(s) will be "AS IS" with no warranties of any kind. The donation(s) will also include a waiver of liability. Alternatively, if the Council chooses to decline the donation of the equipment to GCC, then the Federal awarding agency would be entitled to proceeds from the sale of any grant-funded equipment valued at greater than \$5,000 according to 2 CFR 200.313.

The laboratory will fund the moving costs (\$15,172.00) of the QIASymphony SP extraction robot and associated cabinet through its service contract with QIAGEN, Inc.

## STAKEHOLDERS/OUTREACH

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N/A

## FISCAL IMPACT

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The equipment move will cost \$15,172.00. The Police Department budget can absorb this cost and therefore no new appropriation is being requested at this time. The funding is outlined below:

Existing Appropriation			
Amount	Account String	Funding Source	
Requesting Appropriation			
Amount	From (Account String)	To (Account String)	Funding Source

## ENVIRONMENTAL REVIEW (CEQA/NEPA)

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The action being considered does not constitute a “project” within the meaning of the CEQA pursuant to CEQA Guidelines Section 15378(a) as it has no potential for resulting in either a direct physical change in the environment or a reasonable foreseeable indirect physical change in the environment.

## CAMPAIGN DISCLOSURE

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This item is exempt from campaign disclosure requirements.

## ALTERNATIVES TO STAFF RECOMMENDATION

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Alternative 1: Decline to adopt a resolution to donate laboratory equipment and associated plastics, computer hardware, and software to Glendale Community College.

Alternative 2: The City Council may consider any other alternative not proposed by staff.

## ADMINISTRATIVE ACTION

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**Submitted by:**

Manuel Cid, Police Chief

**Prepared by:**

Catherine Nguyen, Lab Director

**Approved by:**

Roubik R. Golanian, P.E., City Manager

**EXHIBITS/ATTACHMENTS**

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None