



Council Agenda Report

From: Deanne Purcell, Interim Director of Administrative Services

Subject: Disposal of Surplus Property

Date: March 21, 2017

Facts

1. City equipment, from time to time, is declared surplus due to age, cost of maintenance and/or obsolescence.
2. The property listed in Exhibit A is no longer serviceable or needed for City operations.
3. Disposal of said equipment cannot take place until formally declared surplus by the Council.
4. Proceeds from the sale of the surplus equipment will be deposited back into the General Fund, Equipment Replacement Fund, or the appropriate Enterprise Fund.

Options

1. Take no action;
2. Approve Resolution No. 17-xxx declaring certain City property as surplus and authorizing their sale to recyclers, wholesalers or by public auction, bid or sale;
3. Amend, modify, or reject the above option.

Analysis and Conclusions

The equipment identified in the attached exhibit is no longer being used by the City. The equipment will be sold by public auction, bid, sale, or whichever approach is anticipated to bring the highest net return to the City, once the expenses of selling or otherwise surplus are subtracted from the sales prices.

Fiscal Impact

Sale proceeds will be deposited back into the appropriate fund(s).

Recommendation

Approve Resolution 17-XXX declaring certain City property as surplus and authorizing its disposal.

Attachments

1. Resolution
2. Exhibit A

RESOLUTION NO. 17-XXX

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF EL PASO DE ROBLES
DECLARING CERTAIN CITY PROPERTY AS SURPLUS

WHEREAS, the City no longer has a need or use for the equipment listed on Exhibit A due to age, obsolescence and/or cost of maintenance; and

WHEREAS, it is highly desirable to sell or dispose of the surplus equipment for the highest return possible;

NOW THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of El Paso de Robles that the City property identified in the attached Exhibit A, which is incorporated herein by reference, is declared surplus and is to be sold by public auction, bid or sale at the least cost or greatest benefit to the City, as determined by the Interim Director of Administrative Services; and

BE IT FURTHER RESOLVED by the City Council of the City of El Paso de Robles that the Director of Administrative Services is authorized to undertake any and all actions to transfer title to the successful bidder/purchaser or donee.

Approved this 21st day of March, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Steven W. Martin, Mayor

Kristen L. Buxkemper, Deputy City Clerk

Computer/Technology Equipment to be Surplussed

| <u>Equipment Type</u> | <u>QTY</u> |
|-----------------------|------------|
|-----------------------|------------|

Desktop PCs: to be replaced to take advantage of faster processing and to preempt possible failure (downtime). Most of these units were purchased in 2010 or 2011).

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|------------|----|
| 1. HP PC | 44 |
| 2. Dell PC | 1 |

Laptops: after 4 years of regular service, their life is extended as spares and then finally surplussed. The newest in this list was purchased in 2005; some are missing parts.

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|--------------------------------------|---|
| 3. Thinkpad Laptop | 4 |
| 4. Acer Notelight Laptop | 1 |
| 5. Toughbook CF31 Laptop | 5 |
| 6. iPad (1 st Gen) Tablet | 3 |

Printers and Projector: the repair cost would be greater than the replacement cost.

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|-----------------------|---|
| 7. HP Deskjet Printer | 3 |
| 8. Allinone Printer | 2 |
| 9. Laserjet Printer | 5 |
| 10. Infocus Projector | 1 |

Switches and Routers: some are non-functioning, others are slow, operating at 10 or 100MB speed. All are no longer supported by manufacturer and/or unable to find new replacement parts.

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|------------------------------------|----|
| 11. Base Station, Linksys switches | 8 |
| 12. Sonicwall firewall | 1 |
| 13. APC Backup | 2 |
| 14. Iomega NAS | 1 |
| 15. Cisco and HP switches | 10 |
| 16. Cisco Router | 4 |

Monitors: as they age, monitors become less bright and eventually fail; these 19" monitors are from 2007.

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|--------------------|----|
| 17. HP 19" Monitor | 19 |
|--------------------|----|