



**DATE:** April 16, 2025

**TO:** Mayor and Members of the City Council

**FROM:** John R. Gillison, City Manager

**INITIATED BY:** Peter Castro, Deputy City Manager/Administrative Services  
Jevin Kaye, Finance Director  
Ruth Cain, Procurement Manager  
Cheryl Combs, Procurement Business Partner

**SUBJECT:** Consideration to Declare Surplus for Vehicle, Retired Computer, Monitors, Laptops, iPhones, and iPads, Deemed No Longer Needed, Obsolete or Unusable as Surplus. (CITY)

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**RECOMMENDATION:**

Staff recommends that the City Council declare the vehicle and the list of retired computers, monitors, laptops, iPhones, and iPads detailed in the Analysis section that have been deemed no longer needed, obsolete, or unusable surplus.

**BACKGROUND:**

Per the City's Municipal Code Section 3.08.150, the Procurement Manager shall have the authority, granted by the City Council, to request to dispose of City items that have been deemed as obsolete and unsuitable for City use. Methods for disposing of surplus are to exchange for or trade in on new supplies, transfer to another department, or offer for sale on a competitive bid basis. After a reasonable effort, and if no bids have been received, Procurement may dispose of surplus for the highest scrap value. The City may sell surplus property to any other governmental agency at a fair market value without any other bids or donate surplus property to any agency or entity which is exempt from federal income tax, with the approval of City Council.

**ANALYSIS:**

The items to be considered for surplus at this time were submitted by the "DoIT" Department of Innovation & Technology and the Public Works Department. Proposed surplus items include a vehicle, retired computers, monitors, laptops, iPhones, and iPads deemed no longer needed, obsolete or unusable. Staff recommends Council approve the disposal of these items through auction or best method as determined by the Procurement Manager.

F/A No.	MFG. Description Model	Serial No.
<b>Computer Equipment</b>		
1680	Xerox Printer 3615	A2T196372
6234	Xerox Printer 3615	A2T196370
1685	Hp Printer P2015DN	CNBJR63133
5372	Xerox Printer 3615	A2T196357

F/A No.	MFG. Description Model	Serial No.
N/A	Xerox Printer 3550	VMA574564
N/A	Lenovo Monitor 9419-HC2	VLV2078
7181	Lenovo Tower P520c	1S30BYS4SN00MJ0A70H3
N/A	Lenovo Monitor 9419-HC2	VLV1405
5752	MSI All in One AW-NE238H	MSAA75F9S0102864
1693	HP Monitor W2082A	CNC503NPLR
1713	HP Monitor P201	6CM42829GW
N/S	Lenovo Monitor 9419-HC2	VLV1403
N/A	Lenovo Monitor 9419-HC2	VLV2087
5753	MSI All in One AW-NE238H	MSAA75F9S0102871
1366	HP Monitor P201	3CQ3422LZZ
1021	DELL Monitor U2412MB	CN0YMYH17426159T1NVS
NA	Hp Printer CP5225	CNGCL6703J
NA	Hp Printer P4015X	CNDY259715
4854	HP Tower PRO6300	MXL330086X
1536	APPLE IMAC IMAC	W89092MN0TF
3520	APPLE IMAC IMAC	YM9243QC0TF
NA	HITI Printer S420	S1NI0A14500005
NA	SONY Projector VPLFX51	13245
4879	HP Tower PRO6300	MXL33008BQ
4889	HP Tower PRO6300	MXL330085B
7156	Lenovo Tiny M920q	MJ0A4AVK
6427	Lenovo Tiny M920q	MJ075NH9
6793	Lenovo Tiny M920q	MJ08Q596
7065	Lenovo Tiny M920q	MJ0A4ATN
6662	Lenovo Tiny M920q	MJ08B5DY
6633	Lenovo Tiny M920q	MJ07RFA9
6388	Lenovo Tiny M920q	MJ06MR0S
6916	Lenovo Tiny M920q	MJ0910H0
7211	Lenovo Tiny M920q	MJ0A4AVF
6890	Lenovo Tiny M920q	MJ09EE3D
6950	Lenovo Tiny M920q	MJ0A4AXR
6753	Lenovo Tiny M920q	MJ08Q5A4
NA	eMachines Tower e1850	PTNBK02012050003B29600
NA	Datacard Printer PX10	CQUH03611
6188	Intel PC NUC6155YK	G6SY70100BF2
6192	Intel PC NUC6155YK	G6SY70100BMT
6190	Intel PC NUC6155YK	G6SY70100BF9
6824	Lenovo Tiny M920	MJ098LE2
1657	HP Monitor P201	3CQ3422LZC
7348	HP Laptop 3165NGW	CND7030G9J
7841	HP Laptop 3165NGW	CND7030CZR

F/A No.	MFG. Description Model	Serial No.
7239	HP Laptop 3165NGW	CND7030DJC
7347	HP Laptop 3165NGW	CND7030GBP
7349	HP Laptop 3165NGW	CND7030FMQ
7360	HP Laptop 3165NGW	CND7030FKS
4683	ASUS All in One AIO	D9PTBX020087
NA	Ingenico Credit card printer IPP320	15309PP81810287
NA	Ingenico Credit card printer IPP320	15310PP81811491
NA	Ingenico Credit card printer IPP320	15309PP81810287
NA	Ingenico Credit card printer IPP320	15127PP81458673
NA	Ingenico Credit card printer IPP320	15310PP81811372
NA	Ingenico Credit card printer IPP320	15310PP81811499
4871	Lenovo Monitor 9417HC2	VLLX808
1648	Tatung Monitor TS17R-M01	S09098470023
4685	ASUS All in One AOI	D9PTBX020091
7742	TMOBILE MIFI T9	PTL31089060
7730	TMOBILE MIFI T9	PTL31089140
7740	TMOBILE MIFI T9	PTL31089173
7743	TMOBILE MIFI T9	PTL31089139
7748	TMOBILE MIFI T9	PTL31089311
7732	TMOBILE MIFI T9	PTL31088999
7745	TMOBILE MIFI T9	PTL31088959
7736	TMOBILE MIFI T9	PTL31089242
7746	TMOBILE MIFI T9	PTL31088933
7734	TMOBILE MIFI T9	PTL31089285
7733	TMOBILE MIFI T9	PTL31088958
7739	TMOBILE MIFI T9	PTL31089366
7731	TMOBILE MIFI T9	PTL31089175
7747	TMOBILE MIFI T9	PTL31088970
7744	TMOBILE MIFI T9	PTL31089171
7741	TMOBILE MIFI T9	PTL31089172
7793	TMOBILE MIFI T9	PTL31089241
7737	TMOBILE MIFI T9	PTL31088931
1214	HP Monitor P201	3CQ352018V
1368	HP Monitor P201	3CQ3422LZR
1660	HP Monitor P201	3CQ3422LZP
6404	APPLE IPAD A1893	DMPW530YJF8M
NA	APPLE IPAD A1822	GCHV710ZHLF9
NA	APPLE IPAD A1822	GCHV75MHLF9
IS00922	EPSON Printer M244A	MXFF340476
NA	SHORETEL Phone IP40G	105809FW16454DEB04

<b>F/A No.</b>	<b>MFG. Description Model</b>	<b>Serial No.</b>
7690	ACER LAPTOP R841T	NXAA5AA0041171AF247600
<b>VEHICLE</b>		
<b>UNIT #</b>	<b>Year - Make - Model</b>	<b>VIN #</b>
1593	2000 Ford F-350	1FDWF36F5YED68707

**FISCAL IMPACT:**

As of March 25, 2025, Fiscal year 2024/25, surplus has accumulated \$115,382.31 in sales through the Public Surplus auction site.

**COUNCIL MISSION / VISION / VALUE(S) ADDRESSED:**

Reusing and recycling items supports the City Council's Core Value of promoting and enhancing a safe and healthy community for all.

**ATTACHMENTS:**

None.