



Agenda Item: Surplus Equipment - Sale

Title: Consideration of a Declaration of Surplus Equipment and Furniture

Recommended Council MOTION:

I move that City Council declare leftover furniture from the Municipal Operations Center as surplus, authorize staff to offer them for public sale, and authorize the City Manager and City Clerk to sign the Call for Bids announcement.

Administrative or Policy Goal:

Replace aging and worn equipment

Background:

Periodically, equipment and furnishings that are no longer used are declared surplus and is put out to bid to the public. This process eliminates outdated equipment and provides a minor revenue source.

When the City purchased the MOC property, WyoTech had left as part of the sale multiple furnishings including, but not limited to, desks, filing cabinets, and tables. City staff has utilized as much of the furniture as possible but multiple items remain with no City use.

Staff plans to use the internet based Public Surplus auction platform for this sale. The Public Surplus auction website was created for public agencies and is utilized by many public agencies in Wyoming and across the country.

Legal/Statutory Authority:

Wyoming Statute 15-1-112

BUDGET/FISCAL INFORMATION:

REVENUE:

Unknown, minor revenue source

EXPENSE:

There is no cost to the seller to list items.

Responsible Staff:

Brooks Webb; Public Works Director
JR Slingerland, Solid Waste Manager

Attachments:

Call for Bids Announcement