

Agenda Item: 10.b.

## MEMORANDUM

**TO:** Programs, Projects & Operations Subcommittee  
**FROM:** Heather Borkowski, Purchasing Agent  
**DATE:** May 27, 2014  
**RE:** Sale of District Surplus Equipment

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In August, 2012, the Board identified surplus equipment in our northern Field Offices. With the needs of the District changing, more equipment was identified in our annual equipment inventory, at the Omaha and Walthill offices, that are no longer useful to the District's needs. Management has declared the following items of District personal property to be surplus to the needs of the District:

<u>Item</u>	<u>Reasoning</u>	<u>Estimated Book Value</u>
8AE13 Donahue 821 Trailer	Trailer for 9GD13	\$0
9FC01 Oliver Field Cultivator	Decrease in need	\$0
9GD13 1999 Truax No Till Drill	Decrease in need	\$0
9GM01 Elston Gopher Machine	Decrease in need	\$0
9KE03 Sprayer 300 Gallon	Decrease in need	\$0
9KP01 Tree Planter Bedrock	Decrease in need	\$0
9TN02 Cent Gormann-Rupp Pump	Decrease in need	\$0

According to Policy 16.2 District Property – Surplus Property, Management is authorized to declare any item of District personal property, with an estimated fair market value of \$5,000 or less, as surplus to the needs of the District, and is authorized to sell such item for the highest price obtainable after receiving oral bids from at least two persons known or believed to be potential purchasers of such items, or after publishing a newspaper advertisement for the sale of such item. The above estimated book value was determined based on the NRD Equipment Depreciation Schedule.

With Board approval, Management would direct staff to take the items of surplus property from the Omaha office (9FC01, 9GM01, 9KE03, and 9TN02) to the August 17, 2014, Springfield American Legion Post 143 Auction in Springfield, Nebraska. The surplus equipment from the Walthill office (8AE13, 9GD13, and 9KP01) would be sent to the Lee Valley Consignment Auction in Tekamah, Nebraska, on August 21, 2014. Management feels this would be a fair way to dispose of surplus equipment and is advertised by the Springfield American Legion and Lee Valley, Inc.

**Management recommends that the Subcommittee recommend to the Board of Directors that the Omaha surplus equipment be taken to the August 17, 2014, Springfield American Legion Post 143 Auction in Springfield, Nebraska, and the Walthill surplus equipment be taken to the August 21, 2014, Lee Valley Consignment Auction in Tekamah, Nebraska, to be sold as surplus equipment.**