



# City of Broken Arrow

## Request for Action

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**File #: 18-360, Version: 1**

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**Broken Arrow City Council  
Meeting of: 3-20-2018**

**To: Mayor and City Council  
From: General Services Department  
Title:**

**Approval to declare certain City owned vehicles and equipment as surplus and authorize the sale of those items by public auction**

**Background:**

The equipment on the attached list has outlived its usefulness to the City, either through age, use, or obsolescence. The list of surplus items has been circulated to all departments to see if any of the items could be repurposed elsewhere. An on-line auction will be held following Council approval to dispose of the surplus items. It is anticipated that the auction will be advertised and ready for bidding by mid-April 2018.

The estimated combined value of items to be sold is in excess of \$15,000.00. Staff recommends that the City Council declare all items on the attached list as surplus and authorize the sale of those items by public auction. State Statute allows disposal through an on-line auction. This process has been utilized for several years and Staff has found it to be very successful. Proceeds from the sale of surplus items will be deposited into the General and BAMA Funds depending on the sold items source funding.

**Cost: \$400.00 for advertising in paper of local circulation. Cost associated with using auction site is added to the price of the item sold.**

**Prepared By: Lee Zirk, General Services Director**

**Reviewed By:**

- Finance Department**
- Information Technologies Department**
- Parks Department**
- Human Resources Department**
- Development Services Department**
- Engineering Department**
- Utilities Department**
- Street and Storm Water Department**
- Police Department**
- Fire Department**
- Assistant City Manager - Operations**
  
- Legal Department**

**Approved By:**        **Russell Gale, Assistant City Manager - Administration**

**Attachments:**        **List of surplus items**

**Recommendation:**

Declare listed items surplus and approve their sale through an on-line auction.