

BOARD MEETING DATE: April 6, 2018

AGENDA NO. 7

PROPOSAL: Remove Various Fixed Assets from SCAQMD Inventory

SYNOPSIS: SCAQMD Administrative Policies and Procedures No. 20 requires each organizational unit to review fixed assets for obsolescence and disposal every six months. This action is to approve removal of surplus equipment determined to be obsolete, non-operational and not worth repairing.

COMMITTEE: Administrative, March 9, 2018; Recommended for Approval

RECOMMENDED ACTION:

Declare the items on Attachment A as surplus and authorize removal of these items from the fixed assets inventory through donation, auction process, salvage, or dismantlement for parts.

Wayne Natri
Executive Officer

SJ:SL:av

Background

SCAQMD Administrative Policies and Procedures No. 20 established procedures for the approval, purchasing, tagging, physical inventory, and disposal of fixed assets. This policy requires the review of the fixed assets and controlled items for obsolescence and disposal every six months. The list of equipment appearing on Attachment A represents old, obsolete and non-operational equipment that could not be repaired. Equipment purchased with federal funds are being disposed of in accordance with applicable federal regulations.

Proposal

Staff is recommending that the assets on Attachment A, as in the past, be surplused through the surplus process and properly disposed. Equipment will be auctioned, donated or dismantled for parts.

Resource Impacts

The proposed action will have no significant impact on the General Fund, other than miscellaneous revenue from auction sales. The total original cost of the fixed assets in Attachment A was \$239,280.91 and was accounted for, fully depreciated, and reported in the annual audited financial statements.

Attachment

A. Obsolete or Non-repairable Equipment

South Coast Air Quality Management District

ATTACHMENT A

Obsolete or Non-repairable Equipment

Asset ID	Tag#	Description	Cost	Date Purchased	Net Book Value **	Disposition
00000375	0011181	Exhibit Portable	6,098.70	9/8/1991	0.00	Scrap/Auction (1)
00000376	0011182	Exhibit Portable	6,098.70	9/8/1991	0.00	Scrap/Auction (1)
00002245	0006001	Cart - Electric	5,318.05	11/10/1998	0.00	Scrap/Auction (1)
00002751	0015480	Sampler Air Xontech 920	14,889.84	5/22/1998	0.00	Scrap/Auction (1)
00002752	0015477	Sampler Air Xontech 920	14,889.84	5/26/1998	0.00	Scrap/Auction (1)
00002753	0015479	Sampler Air Xontech 920	14,889.84	5/22/1998	0.00	Scrap/Auction (1)
00003567	0016580	Server, Wireless	12,771.35	1/1/2003	0.00	Scrap/Auction (1)
00003569	0016579	Server, Compaq Proliant ML530	9,679.72	1/1/2003	0.00	Scrap/Auction (1)
000000003924	N/A000000002	Audiovisual System Upg Amp Mix	40,476.15	1/1/2008	0.00	Scrap/Auction (1)
000000004027	- -	Xray Diffraction Upgrade	6,913.75	6/23/2009	0.00	Scrap/Auction (1)
000000004268	0016858	Computer, Apple Mac Pro	11,075.32	9/29/2011	0.00	Scrap/Auction (1)
000000004269	0016859	Computer, Apple Mac Pro	11,075.31	9/29/2011	0.00	Scrap/Auction (1)
000000004052	E000403 *	EBAM Monitor Environ Beta	10,750.12	6/24/2009	0.00	Stolen (2)
00003260	0016540	Fax Server, Faxcom 5100, 8-Cha	14,590.00	3/19/2002	0.00	Unlocated (3)
00003431	0016554	Server, Proliant ML570X 700 Mhz	7,764.77	1/1/2002	0.00	Unlocated (3)
00003433	0016550	Server, Proliant ML570X 700 Mhz	6,603.25	1/1/2002	0.00	Unlocated (3)
00003434	0016555	Server, Proliant ML570X 700 Mhz	6,603.25	1/1/2002	0.00	Unlocated (3)
00003440	0016563	Server, Proliant ML570X 700MHz	17,689.14	1/1/2002	0.00	Unlocated (3)
00003444	0016558	Server, Proliant ML570X 700MHz	6,169.17	1/1/2002	0.00	Unlocated (3)
00003446	E000174 *	GC Gas Generator	5,159.38	1/1/2002	0.00	Unlocated (3)
00003602	0016581	Printer, HP Laserjet 9000HNS	9,775.26	1/1/2004	0.00	Unlocated (3)
	Total Obsolete or Non-repairable Equipment		239,280.91		0.00	

* Assets purchased with federal funds.

** Net Book Value represents historical cost reduced by estimated depreciation. It is expected that some revenue will be realized upon sale at auction.

(1) Usable parts will be removed and the remainder will be auctioned and scrapped.

(2) Item was stolen on 4/29/17 in an offsite area. Police report was filed.

(3) Disposed prior to the Board approval. Met with staff to reinforce disposal procedures and will conduct training.