

BOARD MEETING DATE: April 5, 2019

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 and motor vehicles determined to be obsolete, non-operational and not worth repairing.

COMMITTEE: Administrative, March 8, 2019; Recommended for Approval

RECOMMENDED ACTION:

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

Wayne Nastri
Executive Officer

SJ:tm

Background

SCAQMD Administrative Policies and Procedures No. 20 establishes 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. The list of vehicles appearing on Attachment B represents vehicles that are non-operational and not worth repairing. These vehicles have been driven an average of over 99,000 miles. Equipment and vehicles purchased with federal funds are being disposed of in accordance with applicable federal regulations.

Proposal

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

Resource Impacts

Miscellaneous revenue from auction sales will be recorded in the General Fund. The total original cost of \$848,015.99 for the fixed assets in Attachments A and B was accounted for, depreciated, and reported in the annual audited financial statements.

Attachments

- A. Obsolete or Non-repairable Equipment
- B. Obsolete or Non-repairable Motor Vehicles

ATTACHMENT A
Obsolete or Non-repairable Equipment

Asset ID	Tag#	Description	Cost	Date Purchased	Net Book Value **	Disposition
00002760	0038598	TRAILER CARGO 5TH WHEEL	\$ 13,742.37	6/28/1996	\$ 0.00	Scrap/Auction (1)
00001378	0015489	SAMPLE PRECONCENTRATOR 7100GC	30,095.69	12/5/1997	0.00	Scrap/Auction (1)
00002735	0015763	SAMPLER CANISTER ENTECH	6,870.00	12/10/1998	0.00	Scrap/Auction (1)
00002782	E000010 *	SAMPLER ANDERSEN RAAS 2.5	10,500.00	1/29/1999	0.00	Scrap/Auction (1)
00002784	E000012 *	SAMPLER ANDERSEN RAAS 2.5	10,500.00	1/29/1999	0.00	Scrap/Auction (1)
00002788	E000016 *	SAMPLER ANDERSEN RAAS 2.5	10,500.00	1/29/1999	0.00	Scrap/Auction (1)
00003090	0016478	ANALYZER, HORIBA APMA-360CE CO	5,013.72	7/21/2000	0.00	Scrap/Auction (1)
00003397	0016522	AIR GENERATION SYS AADCO 737R	7,464.09	1/1/2002	0.00	Scrap/Auction (1)
00003557	E000179 *	GAS CHROMATOGRAPH SYSTEM	49,439.03	1/1/2003	0.00	Scrap/Auction (1)
000000003731	0016631	ANALYZER, SO2, THERMO ENVIRON	6,197.31	1/1/2006	0.00	Scrap/Auction (1)
000000003733	0016633	ANALYZER, SO2, THERMO ENVIRON	6,197.31	1/1/2006	0.00	Scrap/Auction (1)
000000003787	E000327 *	CALIBRATION SYSTEM AMBIENT MON	14,804.48	1/1/2007	0.00	Scrap/Auction (1)
000000003809	0016647	AMBIENT MONITOR CALBRATION SYS	14,804.48	1/1/2007	0.00	Scrap/Auction (1)
000000003908	E000349 *	AIR MONITORING CALIBRATION SYS	15,865.70	1/1/2008	0.00	Scrap/Auction (1)
000000003944	E000379 *	AUTO SAMPLE CANISTER 16-POSITION	10,858.44	6/3/2008	0.00	Scrap/Auction (1)
000000003974	E000381 *	THERMO TRACE-LEVEL S02 ANALYZE	11,715.69	10/14/2008	0.00	Scrap/Auction (1)
000000003977	E000377 *	GENERATOR HYDROGEN CHRYSALISII	14,462.19	10/14/2008	0.00	Scrap/Auction (1)
000000003991	0016721	ANALYZER AMBIENT NOX	8,791.26	6/23/2009	0.00	Scrap/Auction (1)
000000004095	E000428 *	MICROWAVE DIGESTION SYSTEM	24,951.66	5/6/2010	0.00	Donate (2)
000000004122	E000429 *	ANALYZER SPECIATION W/HPLC	38,797.14	5/12/2010	0.00	Scrap/Auction (1)
000000004206	E0016825 *	DATALOGGER AMBIENT AIR ESC8832	7,753.55	2/24/2011	0.00	Scrap/Auction (1)
000000004283	E000512 *	GENERATOR, HYDROGEN GAS	6,753.23	12/13/2011	0.00	Scrap/Auction (1)
000000004284	16928/16536	PUMP VACCUM, EDWARDS EXT225HI	5,398.61	12/16/2011	0.00	Disposed (3)
000000004604	0017007	FD31-GAS SPECTROSCOPY, ANLYZR	91,881.08	1/29/2015	37,198.23	Donate (2)
	Total Obsolete or Non-repairable Equipment		\$ 423,357.03		\$ 37,198.23	

* 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) Equipment will be donated.

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

ATTACHMENT B
Obsolete or Non-repairable Motor Vehicles

Asset ID	Tag#	Description	Cost	Date Purchased	Net Book Value **	Disposition
00001868	38545	1991 GMC 1 Ton Step Van	\$ 53,457.20	6/7/1991	\$ 0.00	Auction (3)
00001880	38559	1992 GMC 4x4 P/U	16,433.13	1/8/1992	0.00	Auction (1)
00002858	38602	1999 Ford 8 Passenger Van	27,500.00	3/31/1999	0.00	Auction (1)
00003160	38685	2000 Ford Crown Victoria	30,926.32	1/31/2001	0.00	Auction (1)
00003478	38748	2002 Ford Crown Victoria	22,483.12	5/24/2002	0.00	Auction (1)
000000003684	D000001 *	Ford F350 Cargo Van	34,079.28	1/31/2005	0.00	Auction (1)
000000003841	H0002 *	2007 Honda Civic GX	25,866.66	1/1/2007	0.00	Auction (1)
000000003872	38796	2006 Honda Civic GX	25,866.67	1/1/2007	0.00	Auction (1)
000000003889	38813	2007 Honda Civic GX	25,866.66	1/1/2007	0.00	Auction (1)
000000004117	38838	2010 Honda Civic GX	25,452.22	5/7/2010	0.00	Auction (2)
000000004229	E000441 *	2010 Honda Civic GX	27,841.35	1/1/2011	0.00	Auction (2)
000000004367	38943	2012 Coda (White)	41,053.60	8/16/2012	0.00	Auction (3)
000000004368	38940	2012 Coda (Silver)	41,053.60	8/16/2012	0.00	Auction (3)
000000004496	H00014 *	2013 Honda Civic GX	26,779.15	10/25/2013	0.00	Auction (2)
Total Obsolete or Non-repairable Motor Vehicles			\$ 424,658.96		\$ 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.

Miles on these vehicles have an average of 99,000. These vehicles repairment cost exceeds value of the vehicles.

(1) Miles on these eight vehicles have an average of 141,000. These vehicles repairment cost exceeds value of the vehicles.

(2) Miles on these three vehicles have an average of 80,000. These vehicles were involved in collision and repair cost exceeds value of the vehicles.

(3) Miles on these three vehicles have an average of 8,000. These vehicles were used for demonstration or emergency response and replacement parts are not available by the manufacturers.