

BOARD MEETING DATE: April 7, 2023

AGENDA NO. 9

PROPOSAL: Remove Various Fixed Assets from South Coast AQMD Inventory

SYNOPSIS: South Coast AQMD Administrative Policies and Procedures No. 20 requires each organizational unit to review fixed assets for obsolescence and disposal every year. 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 10, 2023; Recommended for Approval

**RECOMMENDED ACTION:**

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

Wayne Nastri  
Executive Officer

SJ:gp

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**Background**

South Coast AQMD 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 year. The list of equipment appearing on Attachment A represents old, obsolete, and non-operational equipment that could not be repaired. The vehicle appearing on Attachment B is non-operational and not worth repairing. At the November 4, 2022 Board meeting, the Board authorized the Executive Officer to execute an open-ended lease and maintenance agreement with Enterprise Fleet Management. The list of vehicles appearing on Attachment C represents vehicles that will be sold by Enterprise Fleet Management per the Board approved lease agreement. The proceeds from the sale will be returned to South Coast AQMD to deposit into Fund 02 – Infrastructure Improvement Fund. Vehicles on Attachment C have been driven an average of over 133,000 miles. Equipment purchased with federal funds are being disposed in accordance with applicable federal regulations.

**Proposal**

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

**Resource Impacts**

Miscellaneous revenue from auction sales will be recorded in the General Fund. Funds received from Enterprise Fleet Management will be recorded in the Fund 02 – Infrastructure Improvement Fund. The total original cost of \$2,867,434 for the fixed assets in Attachments A, B, and C 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
- C. Sale of Motor Vehicles by Enterprise Fleet Management

**ATTACHMENT A**  
**Obsolete or Non-repairable Equipment**

<b>Asset ID</b>	<b>Tag#</b>	<b>Description</b>	<b>Cost</b>	<b>Date Purchased</b>	<b>Net Book Value **</b>	<b>Disposition</b>
00000211	0010772	Chart Recorder Kontron 520	\$ 7,712.84	2/7/1990	\$ 0.00	Scrap/Auction (1)
00000448	0011342	Analyzer Hydrocarbon Ratfish	11,853.38	2/10/1992	0.00	Scrap/Auction (1)
00001071	0013713	Analyzer Portable TVA 1000	8,138.29	12/7/1994	0.00	Scrap/Auction (1)
00001072	0013714	Analyzer Portable TVA 1000	8,138.29	12/7/1994	0.00	Scrap/Auction (1)
00002075	0004919	Cal Gas Flow Std MKS A-100	21,087.10	11/10/1998	0.00	Scrap/Auction (1)
00002310	0006406	Gas Sample Conditioner	7,020.90	9/12/1991	0.00	Scrap/Auction (1)
00002567	0009268	Gas Divider System	7,992.79	11/10/1998	0.00	Scrap/Auction (1)
00002619	0009601	Stack Sampler	5,000.18	11/10/1998	0.00	Scrap/Auction (1)
00002725	0009970	Stack Sampler	5,000.18	11/10/1998	0.00	Scrap/Auction (1)
00002836	E000243*	Gas Cal - ENV 9100	13,613.55	4/28/1999	0.00	Donate (2)
00003180	--	Network Infrastructure Upgrade	222,265.17	1/24/2001	0.00	Scrap/Auction (1)
00003263	0016505	Analyzer, Horiba APMA-360CE CO	6,671.60	7/27/2001	0.00	Donate (2)
00003287	0016509	Analyzer, Horiba APMA-360CE CO	6,671.60	7/27/2001	0.00	Donate (2)
00003426	E000177*	Gas Chromatograph	124,064.08	1/1/2002	0.00	Scrap/Auction (1)
00003543	0016569	Optical Flow Sensor	13,923.72	9/12/2002	0.00	Scrap/Auction (1)
00003544	0016568	Optical Flow Sensor	13,923.72	9/12/2002	0.00	Scrap/Auction (1)
00003574	0016583	Datalogger ESC Model 8816	6,502.48	1/1/2003	0.00	Scrap/Auction (1)
00003620	E000214*	Analyzer, Nox, Teledyne API	6,718.45	1/1/2004	0.00	Donate (2)
000000003791	E000313*	Analyzer UV Photometric Ozone	4,855.49	1/1/2007	0.00	Donate (2)
000000003793	E000315*	Analyzer UV Photometric Ozone	4,855.49	1/1/2007	0.00	Donate (2)
000000003807	E000340*	Monitor Cont Ambient PM2.5	21,013.75	1/1/2007	0.00	Scrap/Auction (1)
000000003815	0016654	Aethalometer PM 2.5 Cyclone	9,426.12	1/1/2007	0.00	Scrap/Auction (1)
000000003821	0016659	Condensation Particle Counter	11,105.67	1/1/2007	0.00	Scrap/Auction (1)
000000003822	0016660	Condensation Particle Counter	11,105.67	1/1/2007	0.00	Scrap/Auction (1)
000000003823	0016661	Condensation Particle Counter	11,105.67	1/1/2007	0.00	Scrap/Auction (1)
000000003824	0016662	Condensation Particle Counter	11,105.67	1/1/2007	0.00	Scrap/Auction (1)
000000003825	0016663	Condensation Particle Counter	11,105.68	1/1/2007	0.00	Scrap/Auction (1)
000000003826	0016664	Condensation Particle Counter	11,105.68	1/1/2007	0.00	Scrap/Auction (1)
000000003827	0016665	Condensation Particle Counter	11,105.68	1/1/2007	0.00	Scrap/Auction (1)
000000003828	0016666	Condensation Particle Counter	11,105.68	1/1/2007	0.00	Scrap/Auction (1)
000000003829	0016667	Condensation Particle Counter	11,040.54	1/1/2007	0.00	Scrap/Auction (1)
000000003830	0016668	Condensation Particle Counter	11,040.53	1/1/2007	0.00	Scrap/Auction (1)
000000003898	0016785	Network Proc. Engine G1	9,634.25	1/1/2007	0.00	Scrap/Auction (1)
000000003905	E000342*	Server, HP Proliant ML570 G4	31,349.57	1/1/2008	0.00	Scrap/Auction (1)
000000003969	0016782	Cisco, Protection Sys Network	7,685.75	6/25/2008	0.00	Scrap/Auction (1)
000000004066	0016803	Water Purification Sysnanopure	9,259.96	6/25/2009	0.00	Scrap/Auction (1)
000000004093	0016942	Server Hp Proliant DL580 G5	14,867.17	5/6/2010	0.00	Scrap/Auction (1)
000000004094	0016943	Server HP Proliant DL580 G5	14,867.17	5/6/2010	0.00	Scrap/Auction (1)
000000004096	--	Cisco, Switch Network Gigabit En	14,953.44	5/7/2010	0.00	Scrap/Auction (1)
000000004097	--	Cisco, Switch Network Gigabit En	14,953.44	5/7/2010	0.00	Scrap/Auction (1)
000000004120	0016847	Xray Diffractometer System	150,870.00	1/1/2010	0.00	Scrap/Auction (1)
000000004136	0016944	Server, Hewlett Packard DL380	5,366.78	6/25/2010	0.00	Scrap/Auction (1)
000000004176	0016844	Titration, Metrohm 890 KF	14,529.25	1/1/2011	0.00	Scrap/Auction (1)
000000004179	0016846	Titration, Metrohm 890 KF Base	7,839.41	1/1/2011	0.00	Scrap/Auction (1)
000000004213	0016945	Server HP DL580 G5 Rack	17,944.13	1/1/2011	0.00	Scrap/Auction (1)
000000004215	0016947	Server HP DL580 G5 Rack	17,944.12	1/1/2011	0.00	Scrap/Auction (1)
000000004216	0016948	Server HP DL580 G5 Rack	17,944.12	1/1/2011	0.00	Scrap/Auction (1)

**ATTACHMENT A  
Obsolete or Non-repairable Equipment**

<b>Asset ID</b>	<b>Tag#</b>	<b>Description</b>	<b>Cost</b>	<b>Date Purchased</b>	<b>Net Book Value **</b>	<b>Disposition</b>
000000004235	0016855	Cisco 3925 Router Bundle	12,017.63	1/1/2011	0.00	Scrap/Auction (1)
000000004295	E000460*	Analyzer, Chemiluminescent No-	10,895.66	1/4/2012	0.00	Donate (2)
000000004355	--	Cisco, 16 Port 10 Gigabit	36,012.35	7/20/2012	0.00	Scrap/Auction (1)
000000004386	--	Siteinfinity Enterprise Edit	26,999.10	11/28/2012	0.00	Scrap/Auction (1)
000000004489	0016919	Cisco Firewall Ed. ASA 5525-X	12,233.39	10/25/2013	0.00	Scrap/Auction (1)
000000004525	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004526	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004527	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004528	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004530	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004532	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004773	0017040	XACT 625 Ambient Monitor	142,261.10	9/29/2016	16,935.88	Trade In (3)
000000004772	0017041	XACT 625 Ambient Monitor	147,306.38	9/29/2016	17,536.45	Trade In (3)
		<b>Total Obsolete or Non-repairable Equipment</b>	<b>\$ 1,430,660.91</b>		<b>\$ 34,472.33</b>	

\* 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 to UC Riverside.

(3) Equipment will be traded in.

**ATTACHMENT B**  
**Obsolete or Non-repairable Motor Vehicle**

<b>Asset ID</b>	<b>Tag#</b>	<b>Description</b>	<b>Cost</b>	<b>Date Purchased</b>	<b>Net Book Value **</b>	<b>Disposition ***</b>
00003517	0038753	2002 Ford Crown Victoria CNG	\$ 22,483.13	7/9/2002	0.00	Disposed (1)
<b>Total Obsolete or Non-repairable Motor Vehicles</b>			<b>\$ 22,483.13</b>		<b>\$ 0.00</b>	

\*\* Net Book Value represents historical cost reduced by estimated depreciation.

\*\*\* This vehicle had an average of 78,000 miles.

(1) This vehicle was involved in a collision and taken by the insurance company and disposed prior to the Board approval.

**ATTACHMENT C**  
**Sale of Motor Vehicles by Enterprise Fleet Management**

Asset ID	Tag#	Description	Cost	Date Purchased	Net Book Value **	Disposition ***
00003066	0038640	2000 Toyota Camry CNG	\$ 25,043.64	6/6/2000	\$ 0.00	Sale (1)
00003070	0038644	2000 Toyota Camry CNG	25,043.64	6/6/2000	0.00	Sale (1)
00003077	0038651	2000 Toyota Camry CNG	25,043.64	6/6/2000	0.00	Sale (1)
00003078	0038652	2000 Toyota Camry CNG	25,043.64	6/6/2000	0.00	Sale (1)
00003082	0038657	2000 Toyota Camry CNG	25,043.64	6/6/2000	0.00	Sale (1)
00003092	0038672	2000 Toyota Camry CNG	25,043.64	9/1/2000	0.00	Sale (1)
00003096	0038676	2000 Toyota Camry CNG	25,043.64	9/1/2000	0.00	Sale (1)
00003161	0038686	2000 Ford Crown Victoria CNG	30,926.32	1/31/2001	0.00	Sale (1)
00003185	0038692	2001 Toyota Camry CNG	30,538.20	3/30/2001	0.00	Sale (1)
00003191	0038698	2001 Toyota Camry CNG	30,538.20	3/30/2001	0.00	Sale (1)
00003194	0038701	2001 Toyota Camry CNG	30,538.20	3/30/2001	0.00	Sale (1)
00003245	0038716	2001 Toyota Camry CNG	30,273.80	5/31/2001	0.00	Sale (1)
00003248	0038719	2001 Toyota Camry CNG	30,273.80	5/31/2001	0.00	Sale (1)
00003249	0038720	2001 Toyota Camry CNG	30,273.80	5/31/2001	0.00	Sale (1)
00003251	0038722	2001 Toyota Camry CNG	30,273.80	5/31/2001	0.00	Sale (1)
00003457	0038727	2002 Ford Crown Victoria CNG	22,483.12	5/24/2002	0.00	Sale (1)
00003458	0038728	2002 Ford Crown Victoria CNG	22,483.12	5/24/2002	0.00	Sale (1)
00003459	0038729	2002 Ford Crown Victoria CNG	22,483.12	5/24/2002	0.00	Sale (1)
00003462	0038732	2002 Ford Crown Victoria CNG	22,483.12	5/24/2002	0.00	Sale (1)
00003467	0038737	2002 Ford Crown Victoria CNG	22,483.12	5/24/2002	0.00	Sale (1)
00003476	0038746	2002 Ford Crown Victoria CNG	22,483.12	5/24/2002	0.00	Sale (1)
00003516	0038752	2002 Ford Crown Victoria CNG	22,483.13	7/9/2002	0.00	Sale (1)
00003518	0038754	2002 Ford Crown Victoria CNG	22,483.13	7/9/2002	0.00	Sale (1)
00000003698	0038768	2005 Toyota Prius Hybrid	26,892.55	1/1/2005	0.00	Sale (1)
00000003707	0038769	2005 Toyota Prius Hybrid	26,994.30	1/1/2005	0.00	Sale (1)
00000003746	0038770	2005 Toyota Prius Hybrid	31,863.40	1/1/2006	0.00	Sale (1)
00000003753	0038772	2004 Ford Van Passenger CNG	40,557.19	1/1/2006	0.00	Sale (1)
00000003764	0038776	2006 Honda Civic GX CNG	25,338.69	1/1/2006	0.00	Sale (1)
00000003869	0038793	2007 Honda Civic GX CNG	25,866.67	1/1/2007	0.00	Sale (1)
00000003871	0038795	2007 Honda Civic GX CNG	25,866.67	1/1/2007	0.00	Sale (1)
00000003875	0038799	2007 Honda Civic GX CNG	25,866.66	1/1/2007	0.00	Sale (1)
00000003879	0038803	2007 Honda Civic GX CNG	25,866.66	1/1/2007	0.00	Sale (1)
00000003885	0038809	2007 Honda Civic GX CNG	25,866.66	1/1/2007	0.00	Sale (1)
00000003888	0038812	2007 Honda Civic GX CNG	25,866.66	1/1/2007	0.00	Sale (1)
00000003890	0038814	2007 Honda Civic GX CNG	25,866.66	1/1/2007	0.00	Sale (1)
00000004019	0038821	2008 Ford Passenger Van XL CNG	37,881.73	6/23/2009	0.00	Sale (1)
00000004020	0038820	2008 Ford Passenger Vans XL CNG	37,881.74	6/23/2009	0.00	Sale (1)
00000004021	0038824	2008 Ford Passenger Van XL CNG	37,881.74	6/23/2009	0.00	Sale (1)
00000004022	0038819	2008 Ford Passenger Van XL CNG	37,881.73	6/23/2009	0.00	Sale (1)
00000004023	0038823	2008 Ford Passenger Van XL CNG	37,881.73	6/23/2009	0.00	Sale (1)
00000004024	0038822	2008 Ford Passenger Van XL CNG	37,881.73	6/23/2009	0.00	Sale (1)
00000004025	0038825	2008 Ford Passenger Van XL CNG	37,881.73	6/23/2009	0.00	Sale (1)
00000004058	0038827	2008 Honda Civic GX CNG	25,615.35	6/25/2009	0.00	Sale (1)
00000004059	0038833A	2008 Chevrolet Commercial Van CNG	64,764.66	6/25/2009	0.00	Sale (1)
00000004067	0038828A	2009 Honda Civic GX CNG	25,443.74	6/25/2009	0.00	Sale (1)
00000004068	0038829A	2009 Honda Civic GX CNG	25,443.74	6/25/2009	0.00	Sale (1)
00000004069	0038830A	2009 Honda Civic GX CNG	25,443.74	6/25/2009	0.00	Sale (1)
00000004070	0038831A	2009 Honda Civic GX CNG	25,443.74	6/25/2009	0.00	Sale (1)
00000004071	0038832A	2009 Honda Civic GX CNG	25,443.75	6/25/2009	0.00	Sale (1)
<b>Total Obsolete or Non-repairable Motor Vehicles</b>			<b>\$ 1,414,290.20</b>		<b>\$ 0.00</b>	

\*\* Net Book Value represents historical cost reduced by estimated depreciation. It is expected that some revenue will be realized upon sale by Enterprise Fleet Management.

\*\*\* These vehicles have an average of 133,000 miles.

(1) To be sold by Enterprise Fleet Management