

Item # 3-2B

**City of Carson City
Agenda Report**

Date Submitted: October 10, 2006

Agenda Date Requested: October 19, 2006

Time Requested: Consent

To: Mayor and Supervisors

From: Purchasing & Contracts

Subject Title: Action to approve Contract No. 0607-043 a request to have the Board of Supervisors determine that the listed City property is no longer required for public use and deem its disposal desirable and in the best interest of Carson City

Staff Summary: Information Technology has converted the City Hall and Public Safety AS/400's over to new iSeries midrange computers and needs to dispose of these two (2) AS/400's. The AS/400's were purchased over ten (10) years ago and are now obsolete. To insure that the confidential data stored on these computers was safeguarded, the disk drives were removed and destroyed. Although this equipment was expensive to purchase, without disk drives and operating systems, these AS/400's are of little or no value whatsoever and Information Technology has recommended that they be taken to the landfill for disposal.

Type of Action Requested: (check one)
☐ Resolution ☐ Ordinance
☒ Formal Action/Motion ☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to approve Contract No. 0607-043 a request to have the Board of Supervisors determine that the listed City property is no longer required for public use and deem its disposal desirable and in the best interest of Carson City

Explanation for Recommended Board Action: Pursuant to NRS 332.185 subsection 1, staff is requesting that the Board of Supervisors determine that the below listed property is no longer required for public use and deem that its disposable at the landfill is desirable and in the best interests of Carson City.

NRS 332.185 Sale of Personal property of public entity; public auctions; donation of surplus personal property by school district to charter school; chapter inapplicable to transactions regarding real property.

1. Except as otherwise provided in subsection 2 and NRS 244.1505 and 334.070, all sales of personal property of the local government must be made, as nearly as possible, under the same conditions and limitations as required by this chapter in the purchase of personal property. The governing body or its authorized representative may dispose of

personal property of the local government by any manner, including, without limitation, at public auction, if the governing body or its authorized representative determines that the property is no longer required for public use and deems such action desirable and in the best interests of the local government.

Equipment to be declared surplus:

Department / Division	Fixed Asset # / Description	Serial #
Information Technology	15601 9406 AS/400E system unit (City Hall/400)	S1017871
Information Technology	14257 9402 AS/400 system unit (SO/400)	2C34A

Applicable Statue, Code, Policy, Rule or Regulation: NRS 332.185 subsection 1

Fiscal Impact: None

Explanation of Impact: None

Funding Source: None

Supporting Material: Fixed Asset Transfer forms

Prepared By: Cheryl Adams, Purchasing & Contracts Manager

Reviewed By:

Kevin Haggerty
(Information Technology)

Date:

10/10/06

[Signature]
(City Manager)

Date:

10-10-06

Michael T. Sugh
(District Attorney)

Date:

10-10-06

Thull Alourent
(Finance Director)

Date:

10/10/06

Board Action Taken:

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)

TO: Purchasing & Contracts
FROM: Information Services
DATE: September 13, 2006
SUBJECT: Fixed Asset Transfer - Only 1 item per page

TO BE COMPLETED BY INFORMATION SERVICES			
Fixed Asset #	Department/Division Revenue Account Number	Fixed Asset Description	Serial #
14601	21000004156505	9406 820 9406 AS/400E SYSTEM UNIT (CITY HALL/400)	S1017871

I hereby declare that the above listed fixed asset is surplus and request that it be transferred to Purchasing & Contracts for disposal.

Authorized Signature: Kevin Haggerty

Date: 9/14/06

I have received the above listed fixed asset.

Authorized Signature: _____

Date: _____

DISPOSITION

☐ Transferred to _____ on _____

Fixed Asset Inventory Status Change Form sent to Finance on _____

Date of BOS approval: _____

☐ Donated to _____ on _____

☐ Sold to _____ on _____

☐ Junked to _____ on _____

TO: Purchasing & Contracts
FROM: Information Services
DATE: September 13, 2006
SUBJECT: Fixed Asset Transfer - Only 1 item per page

TO BE COMPLETED BY INFORMATION SERVICES			
Fixed Asset #	Department/Division Revenue Account Number	Fixed Asset Description	Serial #
14257	22000004156505	9402 200 9402 AS/400 SYSTEM UNIT (SO/400)	2C34A

I hereby declare that the above listed fixed asset is surplus and request that it be transferred to Purchasing & Contracts for disposal.

Authorized Signature: Kevin Haggetz

Date: 9/14/06

I have received the above listed fixed asset.

Authorized Signature: _____

Date: _____

DISPOSITION

☐ Transferred to _____ on _____

Fixed Asset Inventory Status Change Form sent to Finance on _____

Date of BOS approval: _____

☐ Donated to _____ on _____

☐ Sold to _____ on _____

☐ Junked to _____ on _____