

Jefferson County  
Board of Commissioners  
Agenda Request

**To:** Board of Commissioners  
Philip Morley, County Administrator

**From:** David Shambley, IS Manager

**Agenda Date:** January 17, 2012

**Subject:** Resolution - In the Matter of Finding and Determination to Declare Certain Personal Property as Surplus and Authorize Disposal

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**Statement of Issue:**

The Central Services Department needs Commissioner approval to dispose of the worn out, broken, and/or technically obsolete equipment.

**Strategic Goals:**

Will improve the effectiveness and efficiency of County government.

**Analysis (Pro/Con):**

Not Applicable

**Cost Benefit Analysis:**

N/A

**Alternatives:**

N/A

**Fiscal Impact:**

N/A

Revenue Budget Line: N/A Amount: \_\_\_\_\_  
Expenditure Budget Line: N/A Amount: \_\_\_\_\_

**Requested Action:**

Approve and sign the attached resolution authorizing disposal of broken equipment.

**Reviewed By:**

 1/10/12  
Philip Morley, County Administrator

STATE OF WASHINGTON  
County of Jefferson

In the Matter of Finding and determination to }  
Declare Certain Personal Property as Surplus }  
And Authorize Disposal }

RESOLUTION NO. \_\_\_\_\_

*WHEREAS*, certain assets belonging to Jefferson County have been identified as no longer required for County purposes because they are broken, worn out, or outdated; and

*WHEREAS*, notice of intention to sell this surplus County property is not required per RCW 36.34.020 because the total value of each item is less than two thousand five hundred dollars (\$2,500.00).

*THEREFORE BE IT RESOLVED*, that the Board of Commissioners hereby declares the property on attached Exhibit "A" to be surplus and directs the Central Services Department to dispose of such items as follows:

- A. Transfer such equipment to any other government that expresses interest
- B. Transfer such equipment to any non-profit corporation
- C. Take such equipment to a recycling center or the Transfer Station for disposal as excess

*APPROVED* this \_\_\_\_ day of \_\_\_\_\_, 2012.

JEFFERSON COUNTY  
BOARD OF COMMISSIONERS

SEAL:

\_\_\_\_\_  
John Austin, Chairman

\_\_\_\_\_  
Phil Johnson, Member

ATTEST:

\_\_\_\_\_  
David Sullivan, Member

\_\_\_\_\_  
Raina Randall  
Deputy Clerk of the Board

EXHIBIT "A"

TO BE COMPLETED FOLLOWING SURPLUS DECLARATION						
Asset ID#	Serial #	Type	Description	Department	Disposition (transferred, disposed, recycled)	If Transferred, Name & Signature of Government Agency
001915	3XPJX61	COMPUTERS	DELL GX280 VOTE TABUL PC	INFO SVCS RETIRED		
001962	39876980001	COMPUTERS	MICRON 414 ALL-IN-1 STACIE H	INFO SVCS RETIRED		
002012	41447170001	COMPUTERS	MICRON 414 ALL-IN-ONE ANNK	INFO SVCS RETIRED		
002133	42428570001	COMPUTERS	MICRON CLIENTPRO 424 JUDI M	INFO SVCS RETIRED		
002137	43356510001	COMPUTERS	MICRON CLIENTPRO 424 DEYI N	BROKEN		
002140	43356520001	COMPUTERS	MICRON CLIENTPRO 424 JIM S	BROKEN		
002173	43453740001	COMPUTERS	MICRON CLIENTPRO 424 CHARLEY	INFO SVCS RETIRED		
002183	43453660001	COMPUTERS	MICRON CLIENTPRO 424 HEATHERC	INFO SVCS RETIRED		
002184	43453710001	COMPUTERS	MICRON CLIENTPRO 424 VALERIE	INFO SVCS RETIRED		
002187	43453750001	COMPUTERS	MICRON CLIENTPRO 424 JIM P	INFO SVCS RETIRED		
002188	43453640001	COMPUTERS	MICRON CLIENTPRO 424 LISA YK	INFO SVCS RETIRED		
002197	43453670001	COMPUTERS	MICRON CLIENTPRO 424 TINA A	INFO SVCS RETIRED		
002198	43453770001	COMPUTERS	MICRON CLIENTPRO 424 DARCY H	INFO SVCS RETIRED		
002200	43453760001	COMPUTERS	MICRON CLIENTPRO 424 JOHN P	INFO SVCS RETIRED		

Asset ID#	Serial #	Type	Description	Department	Disposition (transferred, disposed, recycled)	Employee Signature	If Transferred, Name & Signature of Government Agency
002214	43453990001	COMPUTERS	MICRON CLTPRO 424 WSP ACCESS	BROKEN			
002215	43454070001	COMPUTERS	MICRON CLIENTPRO 424 LORNA D	INFO SVCS RETIRED			
002216	43453880001	COMPUTERS	MICRON CLIENTPRO 424 NANCY H	INFO SVCS RETIRED			
002220	43454000001	COMPUTERS	MICRON CLIENTPRO 424 JESSICAS	INFO SVCS RETIRED			
002243	43688500001	COMPUTERS	MICRON CLIENTPRO 585 O/F JOSHP	INFO SVCS RETIRED			
002244	43688530001	COMPUTERS	MICRON CLIENTPRO 585 O/F WILLB	INFO SVCS RETIRED			
002245	43688510001	COMPUTERS	MICRON CLIENTPRO 585 O/F MARKT	NO POWER SUPPLY			
002256	43958870001	COMPUTERS	MICRON CLTPRO 585 TAMI P	INFO SVCS RETIRED			
002317	44649450001	COMPUTERS	MICRON CLIENTPRO 434 PAT P	BROKEN			
002410	46425600001	COMPUTERS	MICRON CLTPRO 434 SQUADRM SQ2	BROKEN			
001887	P1241100009	IMAGING	RICOH IS450SE VOTER REG	INFO SVCS RETIRED			
002016	DAJ01842	IMAGING	CANON DR-7580 SCANNER STATION	INFO SVCS RETIRED			
002092	13569C1	LAPTOPS	DELL LATITUDE D820 O/F MATT T	INFO SVCS RETIRED			
002210	2Z29MD1	LAPTOPS	DELL LAT D830 MARTY J	INFO SVCS RETIRED			
002354	44969910001	LAPTOPS	MPC TRANSPORT U1100 BANDERSON	BROKEN			

Asset ID#	Serial #	Type	Description	Department	Disposition (transferred, disposed, recycled)	Employee Signature	If Transferred, Name & Signature of Government Agency
002355	44969980001	LAPTOPS	MPC TRANSPORT U1100 GTAMURA	BROKEN			
002357	44969920001	LAPTOPS	MPC TRANSPORT U1100 DJOHNSON	BROKEN			
001876	USBXP06632	PRINTERS	HP 4250 W/ENV FEED-FRONT OFFIC	BROKEN			
001888	USBXP17132	PRINTERS	HP LJ4250DTN VOTER REG	INFO SVCS RETIRED			
002037	JPLLB18804	PRINTERS	HP COLOR LJ4700DN BY SERV RM	INFO SVCS RETIRED			
001583	7WDY211	SERVERS	DELL POWEREDGE 1550 WEBSERVER	INFO SVCS RETIRED			
00158302	N/A	MISC	ADAPTEC SCSI CARD	INFO SVCS RETIRED			
002340	2CK7460300	MISC	HP IPAQ HX2495B JACK R	BROKEN			
002246	43688520001	COMPUTERS	MICRON CLIENTPRO 585 O/F DALE S	INFO SVCS RETIRED			
002194	43453590001	COMPUTERS	MICRON CLIENTPRO 424 ED B	INFO SVCS RETIRED			
002186	43453690001	COMPUTERS	MICRON CLIENTPRO 424 MICHELLEF	INFO SVCS RETIRED			
002155	43356640001	COMPUTERS	MICRON CLIENTPRO 424 ZOE ANN	INFO SVCS RETIRED			
002230	43453900001	COMPUTERS	MICRON CLIENTPRO 424 LYNNE M	INFO SVCS RETIRED			
002267	44269040001	COMPUTERS	MICRON CLTPRO 434 MICHELLE MC	INFO SVCS RETIRED			
002259	43453810001	COMPUTERS	MICRON CLIENTPRO 424 DANA F	INFO SVCS RETIRED			

Asset ID#	Serial #	Type	Description	Department	Disposition (transferred, disposed, recycled)	Employee Signature	If Transferred, Name & Signature of Government Agency
002143	43356650001	COMPUTERS	MICRON CLIENTPRO 424 BARB C	INFO SVCS RETIRED			
001883	39042500001	SERVERS	MICRON NETFRAME1610 ELECT SERV	INFO SVCS RETIRED			
002100	42302770001	COMPUTERS	MICRON CPRO 585 TOWER MEDIA CTR	INFO SVCS RETIRED			
002451	4T10YGI	LAPTOPS	DELL LAT D630 TONY H	INFO SVCS RETIRED			
002054	D31YPBI	LAPTOPS	DELL LAT D820 LAPTOP JANE K	INFO SVCS RETIRED			