



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: GID-1920-59

File ID: GID-1920-59 **Type:** Declare Surplus/Obsolete **Status:** ATS Review

Version: 1 **Reference:** Item 13 **In Control:** City Council

Department: Finance Department **Cost:** **File Created:** 01/17/2020

File Name: Declare Surplus/Obsolete Equipment **Final Action:**

Title: DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE OR DISPOSAL THEREOF.

Notes: ACTION NEEDED: Motion to declare the equipment to be surplus and/or obsolete; and, if so declared, authorize the sale thereof.

ACTION TAKEN: _____

Agenda Date: 01/28/2020

Agenda Number: 13

Attachments: Inventory of Goods

Project Manager: Fred Duke, Procurement Analyst

Entered by: ellen.usry@normanok.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File GID-1920-59

Body

BACKGROUND: Section 8-301 of the Code of Ordinances of the City of Norman provides that “The City Council must declare surplus or obsolete any supplies, materials, or equipment where the valuation exceeds one thousand dollars (\$1,000) prior to the selling of such supplies, materials, or equipment.”

DISCUSSION: The City has a number of items of supplies, materials and equipment that are no longer needed. Typically, these items are sold through an auction or if they are not useable or saleable, they will be disposed of. The Auction will be conducted by Big Iron. Big Iron, upon sale of any item sold, will retain as total commission and compensation seven percent (7%) of gross sales less sales tax. All items sold at auction are understood to be sold “as is”. The attached list is the supplies, materials, or equipment identified as surplus or obsolete, and is therefore, being prepared for sale at auction. The auction date is to be determined.

RECOMMENDATION: Staff recommends that the attached list of supplies, materials, or equipment be declared surplus or obsolete, and approved for sale at public auction or disposal.