



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: GID-1819-21**

**File ID:** GID-1819-21

**Type:** Declare Surplus/Obsolete

**Status:** Consent Item

**Version:** 1

**Reference:** Item 17

**In Control:** City Council

**Department:** Finance Department

**Cost:**

**File Created:** 10/02/2018

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

**Final Action:**

**Title:** DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE 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:** 10/09/2018

**Agenda Number:** 17

**Attachments:** Inventory of goods

**Project Manager:** Frederick 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-1819-21

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 disposed of through an auction. 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.