

**FLEET SURPLUS DESIGNATION FORM**

DIV	Lot #	YEAR	MFR	TYPE	MILEAGE	VEH AGE	2 YEARS REPAIR & MAINTENANCE		REPAIRS & MAINTENANCE COST PER MILE	FLEETS COMMENTS	OUTSIDE CONTRACT GUIDELINES		VIN / SERIAL No.
							MAINTENANCE	MAINTENANCE			YRS	MILES	
0161	1144	2005	Ford	Crown Victoria	89,376	13	\$ 2,152	0.213	Rep'l tranny 1/11 @ 53,939	X	X	2FAFP71W45X134736	
0161	1165	2006	Ford	Crown Victoria	87,162	12	\$ 1,907	0.027		X	X	2FAFP71W26X131075	
0161	1166	2006	Ford	Crown Victoria	88,392	12	\$ 790	0.096		X	X	2FAFP71W46X131076	
0161	1200	2007	Ford	Crown Victoria	92,945	11	\$ 986	0.107		X	X	2FAFP71W47X131080	
0161	1231	2009	Ford	Crown Victoria	96,720	9	\$ 1,906	0.124	Rep'l tranny 12/13 @ 70,980	X	X	2FAHP71V19X118452	
0161	1244	2009	Ford	Crown Victoria	100,592	9	\$ 4,752	0.177		X	X	2FAHP71V19X118465	
0161	1263	2011	Ford	Fusion ADM	110,027	7	\$ 1,342	0.033		X	X	3FAHP0HA7BR288757	
0173	575	2000	Ford	F250	60,756	18	\$ 939	0.249		X	X	1FTNF20L4YED15151	
0183	1076	2002	Ford	F150	99,471	16	\$ 1,850	0.086		X	X	1FTRF17L22KD70532	
0185	1003	2000	Ford	F250 Diesel Utility Body	83,488	18	\$ 2,456	0.264		X	X	1FTNF20FYEE39533	
4595	1043	2001	Ford	F150 4X4 bi-fuel	92,538	17	\$ 4,165	0.311		X	X	2FTPX18Z41CA72946	
0161	1245	2009	Ford	Crown Victoria	90,523	9	\$ 2,875	0.113	Rep'l tranny 1/14 @ 48,757	X	X	2FAHP71V19X118466	
0161	1202	2007	Ford	Crown Victoria	90,372	11	\$ 1,616	0.127	Rep'l tranny 1/14 @ 70,562	X	X	2FAFP71W87X131082	
0161	1181	2006	Ford	Crown Victoria	87,435	12	\$ 540	0.033	Rep'l Tranny 5/14 @ 65,765	X	X	2FAFP71W16X163726	
0161	1193	2007	Ford	Crown Victoria	84,762	11	\$ 713	0.128	Rep'l tranny 3/14 @ 77,006	X	X	2FAFP71W77X131073	
0185	1028	2001	Ford	Ranger 4 X 4	74,617	17	\$ 1,865	0.116		X	X	1FTYR15U31PA66996	
0154	1095	2003	Ford	Ranger	74,881	15	\$ 2,268	0.103		X	X	1FTYR14V33PA60080	
0115	1208	2008	Ford	F250	42,545	10	\$ 2,681	0.123	Needs a new engine \$12,218	X	X	1FTSF20R98EA08212	
0161	1253	2011	Ford	Crown Victoria	99,999	7	\$ 5,576	0.211	Rep'l tranny 5/16 @ 86,178	X	X	2FABP7BV5BX113426	
0173	1033	2001	Ford	E350 Cargo Van	79,453	17	\$ 1,112	0.269		X	X	1FTSE34SX1HA89554	
0161	1192	2007	Ford	Crown Victoria	83,188	11			K9 Spare	X	X	2FAFP71W57X131072	
705/901	1005	2000	Ford	F250 Utility Body	64,600	18			Pool	X	X	1FTNF20F3YEE39499	
0173	1087	2003	Ford	F250	81,195	15			Pool	X	X	1FTNF20P23EC02441	

- FY17 Replacements
- FY18 Replacements
- FY16 Replacement

THIS IS TO CERTIFY THAT THE ABOVE NAMED VEHICLES HAVE REACHED THEIR USEFUL LIFECYCLE, HAVE BECOME OBSOLETE, DAMAGED, NON FUNCTIONAL, NO LONGER NEEDED, OR NOT ECONOMICALLY FEASIBLE TO REPAIR.

DEPT. DIRECTOR: *[Signature]*

DATE: 1-31-18



City of Coconut Creek  
Property / Surplus Form

Request Date: 12/4/2017

Page 1 of 1

Send all requests to: [lmesser@coconutcreek.net](mailto:lmesser@coconutcreek.net)

Requestor Name: Suzanne Monington  
Department: Public Works  
Property Location: Fleet yard  
Address: 4900 W. Copans Rd  
Location Contact: Dennis Underwood  
Phone: 954-956-1480  
Email: [dunderwood@coconutcreek.net](mailto:dunderwood@coconutcreek.net)

**Instructions:**

- All form fields are required – property has to be identifiable to be sold.
- List addresses and contact information where the property is physically located.
- Keep like items on single forms.
- Send complete packages, including photos, etc., at one time.
- Inform Surplus Administrator of convenient inspection and removal times, barriers to, or facilities for removing property.
- When photographing an item for disposal, think of what visual information should be captured to best communicate the details and condition of the item to a potential customer. "A picture is worth a thousand words".
- Name pictures for easy identification (may use account plus lot numbers, i.e., 0141-1)

Acct + Lot #	Qty	Item Description	Brand/Make	Year	Model/SN	Condition	Reason for Surplus***	Method of disposal
686	1	Chainsaw - 036	Stihl	1998	# 43482250	Poor (not usable)	NOT WORKING/parts	Public Sale / Internet Auction
945	1	Chainsaw - MS 200T	Stihl	2009	# 170731013	Poor (not usable)	NOT WORKING/parts	Choose an item.
990	1	Chainsaw - MS 200T	Stihl	2012	# 175240416	Poor (not usable)	NOT WORKING/parts	Choose an item.
707	1	Pump- WT30X	Honda	2000	# GC044031454	Poor (not usable)	NOT WORKING/parts	Choose an item.
826	1	Vacuum - ATL4300	Tennant	2004	# 4300-2392	Poor (not usable)		Choose an item.
824	1	Utility Cart- 07277 WM2110	Toro	2005	# 250000147	Fair (worn but usable)		Choose an item.
845	1	Utility Cart- 07277 WM2110	Toro	2006	# 260000122	Fair (worn but usable)		Choose an item.
103	1	Top Dresser- 07205 WM 3300D	Toro	2000	# 200000382	Poor (not usable)	Ruins Top dresser does not work	Choose an item.
407	1	Generator - EM5000SX	Honda	1997	# EA7116376	Poor (not usable)	Does NOT RUN	Choose an item.

\*\*\*Please provide Reason for surplus items listed in "excellent" condition\*\*\*

This is to certify that the above named items and /or equipment have reached their useful lifecycle, have become obsolete, damaged, non-functional, no longer needed or not economically feasible to repair.

**DEPARTMENT DIRECTOR APPROVAL**

Print Name: Jim Bepko

Signature: [Signature]

Date: 1-17-18

CITY COMMISSION APPROVAL:

RESOLUTION NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_

**PURCHASING DIVISION REVIEW**

Reviewed by: [Signature] Date: 1/22/18

**FINANCE DIRECTOR APPROVAL**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved:  Disapproved:

City of Coconut Creek  
InterOffice Memorandum

0115-0144

**To:** Linda Jeethan  
Purchasing and Contract Manager  
**Through:** Francisco Portas  
CIO  
**From:** Rick Kershaw  
IT Operations Manager

**Date:** December 11, 2017  
**Subject:** IT Surplus Equipment 12/6/17

After an inventory of our surplus IT equipment in storage on 12/6/17, we have compiled a list of outdated and/or damaged equipment which is no longer useful to the City. The surplus totals are listed on the attached Department Surplus Designation form along with a spreadsheet itemizing the asset and serial numbers of the individual items. We are requesting permission to donate this equipment as surplus and have it removed from the storage area.

After Commission approval, we will make arrangements for the approved items to be picked up by ARC Broward Electronics Recycling Services 10250 NW 53<sup>rd</sup> St. Sunrise, FL 33351 954-577-4160.

Attachment  
RK/vlk

CITY COMMISSION APPROVAL: \_\_\_\_\_

RESOLUTION NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_

Date: December 11, 2017

**DEPARTMENTAL SURPLUS DESIGNATION FORM**

Page 1 of 1

- This form should be completed for all potential surplus property and submitted to Purchasing for processing.
- For items with a purchase price of \$1,000 or more and a City fixed asset number. Commission approval will be required for surplus designation.

**REQUESTING DEPARTMENT**  
 Department: Information Technology  
 Requestor Name: Virginia Korstjens  
 Requestor Phone Number: 1485


**PICK-UP INFORMATION**  
 Site Location: 4800 West Copans Rd  
 Site Hours of Operation: 7A-6P  
 Pick-Up Contact Person: Rick Kershaw  
 Pick-Up Contact Phone Number(s): 954-956-1510

ITEM DETAILS						PURCHASING ONLY
4-digit Dept / Division	Description (include Year / Make / Model)	QTY	Equip. / Unit No.	Asset / Serial No.	Condition	Auction ID No.
144	Desktop Computers	120		See Attached	Inoperable/Obsolete	Two years of replacement +
144	Laptop Computers	76		See Attached	Inoperable/Obsolete	left over from previous year, for clean up.
144	Printers	26		See Attached	Inoperable/Obsolete	Some incompatible with windows?
144	Scanners	2		See Attached	Inoperable/Obsolete	Just failed
144	Projectors	5		See Attached	Inoperable/Obsolete	Removed with city hall remodel & replaced with monitors 17 years old ...
144	Camcorder	1		See Attached	Inoperable/Obsolete	
144	Tablets	7		See Attached	Inoperable/Obsolete	Recycle!
144	Servers	12		See Attached	Inoperable/Obsolete	Replaced by Cisco UCS
144	Network Equipment	11		See Attached	Inoperable/Obsolete	Recycle!
144	Monitors	37		See Attached	Inoperable/Obsolete	Partial Desktop Computer Recycle

**DEPARTMENT DIRECTOR APPROVAL**

This is to certify that the above named items are accurately described and in the condition noted.

Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

Signature:   
 Date: 12/13/17

**FINANCE ONLY BELOW THIS LINE**

**FINANCE DIRECTOR APPROVAL**

Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**PURCHASING DIVISION REVIEW**

**CITY COMMISSION APPROVAL (IF APPLICABLE)**

Reviewed By:  
 Date:

Date Approved:  
 Resolution No.

## Summary

Item	Total
Desktops	120
Laptops	76
Printers	26
Scanners	2
Projectors	5
Camcorder	1
Tablets	7
Servers/ Server Equipment	12
Network Equipment	11
Monitors	37

ASSET	S/N	ASSET ID
<b>DESKTOPS</b>		
Optiplex 280	J1G3B71	2415
Dirhensia 4700	H4JG561	3406
Optiplex 755	32WL5H1	3458
Optiplex 790	JLNK5V1	4044
Optiplex 740	41N25C1	2629
Optiplex 790	JLND05V1	4052
Optiplex 740	B1N2SC1	2620
Optiplex 790	CPTNVR1	3625
Optiplex 790	JLMR5V1	4043
Optiplex 790	GWHYTV1	4050
Optiplex 790	JLMN5V1	4041
Optiplex 790	CPTPVR1	3628
Optiplex 760	CXX6MJ1	2950
Optiplex 780	8KP5MN1	3055
Optiplex 790	CPVNV1	3628
Precision T3400	GCXYMH1	2846
Optiplex 740	5JC3MC1	2609
Optiplex 755	6HPZPH1	2778
Optiplex 780	8KN5MN1	3056
Optiplex 740	F1NZSC1	2613
Optiplex 790	CPVMVR1	3633
Optiplex 755	5HPZPH1	2780
Precision T3500	13VWJM1	3035
Optiplex 790	JLNK5V1	3850
Optiplex 790	JLMM5V1	4038
Optiplex 790	CPVPVR1	3634
Optiplex 790	DW0CDQ1	3591
Precision T5400	9LPL30K1	2947
Optiplex 760	68N7MJ1	2888
Optiplex 755	J6XZ6J1	2914
Optiplex 755	B7XZ6J1	2913

Optiplex 755	97X26J1	2912
Optiplex 755	47X26J1	2895
Optiplex GX52D	2K43T91	3148
Optiplex 740	3JC3MC1	2603
Optiplex 760	5XX6MJ1	2957
Optiplex 790	CPTRVR1	3626
Optiplex 755	C6X26J1	2901
Optiplex 760	DXX6MJ1	2949
Optiplex 755	75D5GH1	2746
Optiplex 740	51925C1	2621
Optiplex 760	8XX6MJ1	2954
OPTIPLEX GX520	5XXQ3191	2472
OPTIPLEX GX620	BVQC0C1	2595
OPTIPLEX GX620	FXQC0C1	2591
OPTIPLEX GX620	4WQC0C1	2594
OPTIPLEX GX620	9XQC0C1	2596
Optiplex 745	D206FD1	3022
Optiplex 780	DW9DQ1	3590
Optiplex 755	37X26J1	2893
Precision T3400	6H2LCH2	3245
WYSE RX0L	23A 0K511018	3944
WYSE RX0L	23A 0K311013	3946
WYSE RX0L	23A 0K511019	3943
WYSE RX0L	23A 0K393586	3945
WYSE RX0L	23A 0K311021	3942
Optiplex 9010	DTB2RW1	5342
Optiplex 9010	29NJTW1	4074
Optiplex 9010	29QLTW1	4086
Optiplex 9010	29NLTW1	4079
Optiplex 9010	29MJTW1	4080
Optiplex 9010	29MLTW1	4082
Optiplex 9010	29LLTW1	4084
Optiplex 9010	29PLTW1	4076
Optiplex 9010	DD7Q9Z1	4171
Optiplex 9010	29QKTW1	4088
Optiplex 9010	29RKTW1	4077
Optiplex 9010	29QJTW1	4071
Optiplex 9010	29PKTW1	4070
Optiplex 9010	29QKTW1	4088
Optiplex 9010	DTC1RW1	5345
Optiplex 9010	29NKTW1	4081
Optiplex 9010	29SJTW1	4078
Optiplex 9010	29SLTW1	4089
Optiplex 9010	29SKTW1	4087
Optiplex 9010	29MKTW1	4083
Optiplex 9010	29TJTW1	4075
Optiplex 9010	DTD1RW1	4068



Optiplex 9010	DTC2RW1	5344
Optiplex 9010	DTBORW1	5343
Optiplex 7010	HWXDFZ1	4199
Optiplex 7010	B8YPJ02	4206
Optiplex 7010	B8XPJ02	4015
Optiplex 790	GWJYTV1	4049
Optiplex 790	GWJXTV1	4054
Optiplex 790	JLNH5V1	4042
Optiplex 790	7GY91R1	3617
Optiplex 790	JLNL5V1	4039
Optiplex 790	GWJWTV1	4051
Optiplex 790	DQJBS1	3827
Optiplex 790	JLPH5V1	4025
Optiplex 790	7GZ31R1	3613
Optiplex 790	7GY81R1	3612
Optiplex 790	GWKYTV1	4048
Optiplex 790	DQK2JS1	3832
Optiplex 790	DQJ9JS1	3834
Optiplex 790	DQK1JS1	3833
Optiplex 790	JLNX5V1	4044
Optiplex 790	JLJ5V1	4052
Optiplex 790	GWHYTV1	4050
Optiplex 790	CPTNVR1	3625
Optiplex 790	JLMR5V1	4043
Optiplex 790	DQJ7JS1	3831
Optiplex 790	JLNN5V1	4037
Optiplex 990	1V1VXV1	5313
Optiplex 990	1TZSXV1	5308
Optiplex 990	1V2RXV1	5305
Optiplex 990	1V1RXV1	5307
Optiplex 990	1TZVXV1	5314
Optiplex 990	1V0VXV1	5306
Optiplex 990	1VOWXV1	5311
Optiplex 9020	CPCG9Y1	4137
Optiplex 9020	CPBJ9Y1	4141
Optiplex 9020	FTZYM22	4245
Optiplex 740	B1N2SC1	2620
Optiplex 740	41N2SC1	2629
Optiplex 755	3ZWL5H1	3458
Optiplex GX280	J1G3B71	2415
Dimension 3000	H4J6561	3406
Latitude E6520	7T1F6R1	3740
<b>LAPTOPS</b>		
Latitude D630	H2HYTY1	4161
Latitude D630	F5H01G1	2677
Latitude E5430	95HR9W1	5361
Latitude E5430	50MR9W1	5364

Latitude E5430	JRHR9W1	5360
Latitude E5420	9DM6BT1	4059
Latitude 5430	2BHR9W1	5363
Latitude 5430	73HR9W1	5365
Latitude D630	226NCH1	3914/2715
Latitude E5430	G9HR9W1	5368
Latitude 5430	GZ39JX1	4098
Latitude D630	14H01G1	4028
Latitude D630	GWK2KF1	2693/3123
Latitude D630	D4H01G1	2679
Latitude D630	D6H01G1	3463/2687
Latitude E5430	2519JX1	4099
Latitude D620	C4Y2PB1	2504
Latitude E6410	87KTSM1	3071
Latitude E6330	HC7YTY1	4159
Latitude E5420	DJ8X5R1	3642
Latitude E5420	788X5R1	3635
Latitude E5410	DZ94XM1	3059
Latitude E6410	6T8F4Q1	3605
Latitude E6410	44FSM1	3075
Latitude E5430	B649JX1	4101
Latitude D510	9M0F291	2560
Latitude D630	HL5M5F1	2664
Latitude E5430	6Z19JX1	4100
Latitude D630	GM5CG11	2866
Latitude E6330	1F7YTY1	4162
Latitude D630	3W7RVD1	3136
Latitude D630	73H01G1	2765
Latitude E6330	508YTY1	4163
Latitude D630	526NCH1	2717
Latitude E6410	GQ7F4Q1	3598
Latitude D630	JG2WXH1	2855
Latitude E6410	G5FTSM1	3069
Latitude D630	326NCH1	2719
Latitude D620	D1HMRB1	2508
Latitude E6410	G58F401	3600
Latitude E6500	X9GXBBM1	3028
Latitude E5430	8HOLWW1	5328
Latitude E5400	DMMRHL1	3008
Latitude D505	5L3KK51	2228
Latitude E5410	259CXM1	3062
Latitude E6410	7KFTSM1	3072
Latitude E5400	3H73TK1	2978
Latitude E5430	3439JX1	4092
Latitude E5430	9239JX1	4096
Latitude E5420	JWFTKQ1	4030
Latitude E5420	JWFTLQ1	4029



Latitude E5420	9DM2BT1	4062
Latitude E5420	9DM4BT1	4060
Latitude E5420	9DM1BT1	4058
XPS 13	409MCT1	3853
Latitude E5430	B5HR9W1	5355
Latitude E5430	33HR9W1	5352
Latitude E5430	89HR9W1	5367
Latitude E5430	48HR9W1	5356
Latitude E5430	DPFR9W1	5359
Latitude E5430	F7HR9W1	5354
Latitude E5430	JOKR9W1	5372
Latitude E5430	29HR9W1	5358
Latitude E5430	15HR9W1	5370
Latitude E6420	8TQHBS1	5075
Latitude E6420	5T2JBS1	5052
Latitude E6420	655FBS1	5045
Latitude E6420	9WQHBS1	5050
Latitude E6420	6WQHBS1	5076
Latitude E6420	6Z4FBS1	5011
Latitude E6420	FNQHBS1	5067
Latitude E6420	5GQHBS1	5061
Latitude E6420	4LGJBS1	5048
Latitude E6420	155FBS1	5078
Latitude E6420	DQ9X5R1	3638
Inspirion 1720	HOQ4TG1	2708

#### PRINTERS

LASERJET 2300	CNBF70535	3239
DESKJET 5550	MY291J0JF	3988
DESKJET 1220C	SG1CF13056	3472
LASERJET M1522	CNF992K89F	3250
OFFICEJET 8500	MY9A7420B9	3367
DESKJET 9300	MY37A3305D	3858
LASERJET 4 PLUS	USFB294436	5409
LASERJET 3505	CNBC85K11H	3357
LASERJET 3015	CNBM064209	3178
LASERJET 2200	JPBGJ32824	3098
LASERJET 2200 DN	USBR825643	6237
LASERJET 4250	CNGXJ39984	3237
LASERJET 2300	CNBGG57145	3150
LASERJET 2300	CNBGG96949	3165
ZEBRA P110i	80J090300196	3906
LASERJET 2300	CNBGK01779	3167
BROTHER INTELLIFAX 4100	U61639A9J902861	3247
LASERJET 4000	USNC101354	534
LEXMARK	98121HL	3461
LASERJET 3505	CNBC82G012	3379

LASERJET 4700	JP2LC32613	3249
LASERJET 4005	JP4LB71879	3466
LEXMARK 4424	11-84217	461
LASERJET 5500 DN	JPFK002572	2069
LASERJET 3505	CNBC 87POCT	3113
LASERJET 4005	JPRLB66447	2634

### SCANNERS

CONTEXT SCANNER HC68A	HC68A6A034H	2533
OCE7055 PLOTTER	5515814	12

### PROJECTORS

INFOCUS X2	AMMC605A0928	3159
INFOCUS W260	AVFC71900309	
INFOCUS W260	AVFC71900299	
INFOCUS LIGHTSHOW 2	20258500	2657
INFOCUS IN2116	BEJB02600202	

### CAMCORDERS

CANON GLI	122501833	666
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### TABLETS

Ipad 2	DN6FXSW1DFHW	5336
Ipad 2	DMPG5WCFDFHW	5538
Ipad 2	DMPJ671ZDNQT	4063
Ipad 2	DMPG5M99DFHW	5539
Latitude 10	HDCCQT1	5320
HP ELITEPAD	CND3040YQ5	4176
HP ELITEPAD	CND3051H65	4130

### SERVERS

POWEREDGE 2950	340Q0F1	2674
POWEREDGE 2500	27YSN01	717
POWEREDGE 2500	FXXMM01	716
POWEREDGE 1950	6LDQ0G1	
DELL AX4-5I	CN0FX98413290878	2849
POWEREDGE 2950	9DHSZF1	3281
DELL AX4-5I	DM4BFD1	2974
POWEREDGE 2650	5MYJT51	N-223
POWEREDGE 1950	4LDQ0G1	
KBOX KACE 1100	11006217	2776
AUTOPAK AUTOBYTE	84002302	
RARITON MASTERCONSOLE 18	HB16600045	2648

### Network Equipment

CISCO 1600 ROUTER	CD161211E0010097	6149
CISCO SG2000	DNI1629B43F	3859
CISCO 2950	F0C0835Y409	3960
DELL POWERCONNECT 5424	GLLR6M1	
CISCO 2950	F0C0834X0JR	3918
CISCO 2950	F0C0744Y192	2194
CISCO 2960S	F0C1524Z2AH	3610

BROCADE 6450	BZS2515H01W	4114
CISCO SG300	DNI17030UF	4090
NORTEL SWITCH 3510	SDLI4306J8	2851
CISCO SG2000	DNI1629B437	3644

**MONITORS**

37 MONITORS OF VARIOUS SIZE		
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0191-0170

**SURPLUS DESIGNATION FORM - FURNITURE, EQUIPMENT & MISC.**

Date: December 5, 2017

Page 1 of 1

*This form should be completed for all surplus items and submitted to the Purchasing Division for processing.*

Requestor Name: Jean Dupuis

Location Contact: Todd Martin

Phone Number: 954-973-6786

Phone Number: 954-973-6786

Department: U & E

Property Location Sabal Pines Park Yard

**ITEM DETAILS**

4-digit Dept. + Item number (i.e., 0141-1)	Item Description (Make, Model, Brand, Color, Type, Working or Non-working)	MFR S/N (if applicable)	Quantity	Briefly explain why the item is surplus (i.e., no longer used, old, obsolete, taking up space, not operational)	Condition
n/a	DumperDogg, model 553200, working Pickup truck polymer dump insert	s/n 0412	1	No longer used	Fair
				<i>Purchased in 2014</i>	Choose an item.
				<i>operable</i>	Choose an item.
					Choose an item.
					Choose an item.
					Choose an item.
					Choose an item.
					Choose an item.
					Choose an item.
					Choose an item.
					Choose an item.
					Choose an item.

**DEPARTMENT DIRECTOR APPROVAL**

This is to certify that the above named items and / or equipment have reached their useful lifecycle, have become obsolete, damaged, non-functional, no longer needed or not economically feasible to repair.

Signature: *[Signature]*

Date: 12/5/17

**PURCHASING DIVISION REVIEW**

Reviewed By: *[Signature]*

Date: 12/5/17

CITY COMMISSION APPROVAL: \_\_\_\_\_

RESOLUTION NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_

➤ This form should be completed for all potential surplus property and submitted to Purchasing for processing.  
 ➤ For items with a purchase price of \$1,000 or more and a City fixed asset number, Commission approval will be required for surplus designation.

**REQUESTING DEPARTMENT**

Department: Parks and Recreation  
 Requestor Name: Janet Hull  
 Requestor Phone Number: 954-545-6651

**PICK-UP INFORMATION**

Site Location: Recreation Complex  
 Site Hours of Operation: 6:00am-8:00pm  
 Pick-Up Contact Person: Jacqui Pomerantz  
 Pick-Up Contact Phone Number(s): 954-545-1502

ITEM DETAILS						PURCHASING ONLY	
4-digit Dept / Division	Description (include Year / Make / Model)	QTY	Equip. / Unit No.	Asset / Serial No.	Condition	Auction ID No.	Comm. Approval Required
							Y N
183	Cybox Eagle Fly/Rear Delt Fitness Machine, Burgundy Upholstery/Silver Frame	1		002332/X08-51111090-0149	Good	The Equipment is not good, customers were complaining of lower back pain. Machine is operable	<input type="checkbox"/> <input type="checkbox"/>
					Choose an Item		<input type="checkbox"/> <input type="checkbox"/>
					Choose an Item		<input type="checkbox"/> <input type="checkbox"/>
					Choose an Item		<input type="checkbox"/> <input type="checkbox"/>
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					Choose an Item		<input type="checkbox"/> <input type="checkbox"/>
					Choose an Item		<input type="checkbox"/> <input type="checkbox"/>
					Choose an Item		<input type="checkbox"/> <input type="checkbox"/>

**DEPARTMENT DIRECTOR APPROVAL**

This is to certify that the above named items are accurately described and in the condition noted.

Signature:

*[Handwritten Signature]*

Signature:

Date:

1/22/18

Date:

**FINANCE ONLY BELOW THIS LINE**

**DEPUTY CITY MANAGER / CHIEF FINANCIAL OFFICER APPROVAL**

Signature:

Date:

**PURCHASING DIVISION REVIEW**

Reviewed By:

*[Handwritten Signature]*

Date:

1/22/18

**CITY COMMISSION APPROVAL (IF APPLICABLE)**

Date Approved:

Resolution No.