

# memorandum

April 2, 2014

TO:

LAFCO Commissioners

FROM:

Jurg Heuberger, AICP, CEP, Executive Officer

RE:

Surplus Equipment

## REQUESTED ACTION

Declare the following items to be surplus insofar that the equipment is of no further use or value to LAFCO, further that the equipment has no residual value, and allow for the disposal of same by transferring the items to the Imperial County Historical Society.

HP DesignJet Plotter  
OCE CS4236 Scanner  
Finisher 4300 Laminator  
Imagistics JM 3511 copier

## SURPLUS EQUIPMENT

LAFCO has the following items that are (a) no longer in use; and/or (b) no longer supported; and/or (no longer needed); and/or replacement equipment was secured but not trade in value was given, therefore the equipment remained with LAFCO.

- a) **HP Plotter DesignJet SG32K31022:** This plotter is approximately 12 years old, and a replacement plotter was secured about four years ago. This plotter requires maintenance, but no maintenance contract exists for the unit.
- b) **OCE Scanner 23600693:** This scanner was originally purchased as a standalone scanner at the time when we had a standalone copier. When the copy machine was replaced due to age, it came integrated with a scanner, therefore this scanner is of little use to us and again would require a maintenance contract or cost to maintain.
- c) **Finisher large format laminator 1089:** This machine was purchased over 15 years ago and is no longer functional unless someone wishes to spend funds to repair it. This is not a machine what we have replaced and at this time do not see the need.
- d) **Imagistics Copier 5030170:** this is an old, old copy machine that was given to us and we have seldom used it. We have a copy machine under lease/contract therefore the equipment is not needed.

APN

PROJECT ID No.

FILE ID No.

## CONCLUSION

All of the above equipment is of no use to LAFCO at this time and has no residual value to us. If it can be fixed/used by ICHS then someone may be able to have some benefit from it for an unknown cost/time.

CC: Ryan Childeres, LAFCO Counsel  
Files: 50.000, 50.018  
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