

SURPLUS PROPERTY DISPOSAL AUTHORIZATION

Disposal of all District surplus and/or other property requires prior written authorization from the Director of Administrative Services as signified by his/her signature below. Disposal of fixed assets require that the Board of Directors declare the item(s) surplus prior to their disposal. Small, miscellaneous, useless, and valueless items do not require approval.

FIXED ASSET: (Check one)

☒ Yes

☐ No

DESCRIPTION OF PROPERTY:

6 Obsolete Dell PowerEdge servers

EXPLANATION JUSTIFYING SURPLUS STATUS:


In 2005, the District procured six servers (PowerEdge models 2950, 1950 & 2850) and used them establish the SCADA system that automatically controls many treatment plant systems. In 2015, the servers were replaced as part of a CIP project to upgrade the SCADA system. The servers that were replaced are obsolete and have little to no economic value. Staff recommends that the server hard drives be destroyed (for security purposes) and dispose of them as electronic waste.

ESTIMATE OF SURPLUS VALUE AND METHOD USED TO DETERMINE:

The total estimated value of all six servers is less than \$300 based on internet advertised prices of fully reconditioned units of the same make and model.

 Bill McWhirt 9 Feb 2016
Employee Completing Form – Sign, Print Name, Date

Approved by:

 2/8/16
DAS/CFO Date

If fixed asset, approved by:

Board Chair Date