



## Agenda Item Summary

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**File #:** ORD 19-25, **Version:** 1

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### **Submitted By**

Alvin Nepomuceno, Director of Information Technology

### **Reviewed By**

LKS

### **Agenda Item Title**

**An Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Oak Park**

### **Overview**

This item is a request for authority to dispose of damaged, nonfunctional or outdated electronic equipment that is no longer usable to the Village. Working with the Public Works Environmental Services Department, the surplus equipment will be disposed of by Waste Management, Inc., a certified electronic recycling vendor, on or before December 31, 2019.

### **Staff Recommendation**

Approve the Ordinance.

### **Fiscal Impact**

The cost to dispose of the electronic surplus equipment is \$250.00 and is covered under the Environmental Service External Support Account (5055.43760.101.530660) which currently has a balance of \$506,000.00.

### **Background**

In accordance with past practice, Village policy and Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the Village Board may, by Ordinance, authorize the disposition of designated Village property that is no longer usable to the Village. The Information Technology (IT) Department proposes that the items listed in Attachment A be declared surplus.

The IT department regularly reviews Village owned computer equipment to determine if there are items which are no longer used due to damaged, nonfunctional or outdated equipment as listed in Attachment A. The items are nonfunctional because they have been used for parts or are simply broken. The majority of the PC workstations and printers are 8 to 9 years old. These items do not allow the Village to maintain a uniform equipment standard, no longer under warranty or often break down. Therefore, the continued maintenance and ownership of these items are not in the Village's best interest.

Previously, the items were disposed at the Village's electronics recycling event and Genesis Electronics Recycling, Inc. This year's items will be disposed of by Waste Management, a certified electronics recycling vendor, through Public Works on or before December 31, 2019.

### **Alternatives**

The Village Board could direct staff to store the equipment.

**Previous Board Action**

The Board has previously approved a similar action on an almost annual basis, most recently on June 20, 2016 (ORD 16-076).

**Citizen Advisory Commission Action**

Purchase of new computer equipment and additional disposition of equipment as part of the Village's IT Strategic Plan and associated Equipment Replacement Fund in the budget.

**Anticipated Future Actions/Commitments**

Purchase of new computer equipment and additional disposition of equipment as part of the Village's IT Strategic Plan and associated Equipment Replacement Fund in the budget.

**Intergovernmental Cooperation Opportunities**

NA.

**Performance Management (MAP) Alignment**

The Information Technology Department is scheduled for the third phase of the Village's performance management program.