



## Agenda Item Summary

---

**File #:** ORD 22-42, **Version:** 1

---

### **Submitted By**

Alvin Nepomuceno, Director of Information Technology

### **Reviewed By**

A.M. Zayyad

### **Agenda Item Title**

**An Ordinance Authorizing the Disposal and Sale of Surplus Technology Equipment Owned by the Village of Oak Park**

### **Overview**

This item is a request for authority to dispose of and sale of damaged, nonfunctional or outdated electronic equipment that is no longer usable to the Village. Staff have identified two (2) vendors 'PCsForPeople.com' and 'Phobio.com' whom staff will work with to responsibly dispose of, recycle, and sale of equipment.

### **Staff Recommendation**

Adopt the Ordinance.

### **Fiscal Impact**

Funds received for equipment will be placed in the fund from which they were purchased originally.

### **Background**

In accordance with 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computer equipment to determine if there are items that are no longer used due to damaged, nonfunctional or outdated equipment as listed in Attachment A. The majority of the PC workstations and printers are 8 to 9 years old, out of warranty, do not meet security standards, or are practical to maintain. Therefore, the continued maintenance and ownership of these items are not in the Village's best interest.

All Apple devices highlighted in the attached Exhibit A shall be sold "as-is" by the Village to Phobio.com upon the execution of the Bill of Sale, referenced as Exhibit B. Phobio.com was recommended by Apple Inc for trade-ins. When researching other major recommended services, Phobio.com provides favorable value and service at no additional cost. Phobio.com will pay the Village for the equipment received.

The remaining electronic equipment highlighted in Exhibit A shall be donated to PCsForPeople.com, a 501(c)

(3) non-profit corporation, who shall refurbish the equipment and distribute it to low-income communities or recycle the equipment at no cost to the Village.

**Alternatives**

The Board can delay action to gain additional information.

**Previous Board Action**

On March 18, 2019, the Village Board approved ORD 19-25, disposal of surplus property.

**Citizen Advisory Commission Action**

N/A

**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**

N/A

**Performance Management (MAP) Alignment**

N/A