

MEMORANDUM

TO: President and Members of the Town Council

FROM: Lance Reinsma

MEETING
DATE: December 28, 2015

RE: **Disposal of Surplus Electronic Equipment**

The Town IT Department has identified various pieces of electronic equipment that has outlived its useful life or is defective and wishes to dispose of these products. We plan to recycle this equipment. Before we are able to dispose of the equipment, it must be declared as surplus. Included with this memo is a list of the manufacturer, model/description, serial number, and approval date for each piece of electronic equipment to be recycled.

This list will be updated as additional items need to be disposed and will include the dates of approval.

Recommendation: As a part of the Consent Agenda, declare the attached list of electronic equipment as surplus and ready for disposal through electronic recycling.

Item	Model/Description	Serial #	Approval Date
Sony Vaio All in one	PCG-2P2L	27504132 3003467	
Lenovo	M90z	3429d5uMjfwcth	
apple	2137	w87244dnxa9	
apple	2137	w8702987ca96	
Sony Vaio All in one	PCG-281L	28209034-3000648	
Sony Vaio	PCG-2C1L	28275037-3000201	
Sony Vaio	PCG-2C1L	28275037-3000537	
Sony Vaio All in one	PCG-281L	28209034-3000587	
Sony Vaio All in one	PCG-281L	28209034-3000540	
Sony Vaio All in one	PCG-281L	28209034-3000618	
Lenovo	M90z	3429d6u mjlrfrx	
Lenovo	A70z	S1A4840	
Lenovo	A70z	s1d6510	
Sony Vaio	PCG-2N2L	28289433-3001334	
Sony Vaio	PCG-2F1L	28289433-3000270	
Sony Vaio All in one	PCG-2P2L	27504132-8008674	
Sony Vaio All in one	PCG-2F1L	28281033-3000224	
Sony Vaio All in one	PCG-2P2L	27504132-3006689	
Sony Vaio All in one	PCG-2N2L	28289433-3000380	
Sony Vaio All in one	PCG-2N2L	28289433-3000291	
mpc	Client Pro 414	3890161-0001	
mpc	Client Pro 414	3904966-0001	
mpc	Client Pro 414	3959041-0001	
mpc	Client Pro 414	3959040-0001	
Sony	PCG-2F1L	C6U0nB8K	
mpc	Client Pro 434	4463100-0001	
Sony	PCG-2J3L	C6U1397P	
K & E	3036	7050025	
Lenovo	thinkcentre a70z	0401a3u s1d5071	
MPC all in one	Client Pro 414	3890159-0001	
HP	ML350	EA4AKZRZ3G	
Supermicro	5013C-1	s5013c114901600	
hp	pid 310587-001	eafyljc13k	
hp	349201-001	ebppldn72r	
hp proliant	465475-001	mx290400H	
HP laserjet 5500dn	C9657a	jphr005727	
brother	pro series	MFC-6490CW	
HP laserjet P3005	Q7812A	CNG1B01590	
HP laserjet 4050	c4254a	USQB030036	