

BOARD MEETING DATE: April 5, 2024

AGENDA NO. 12

PROPOSAL: Remove Various Fixed Assets from South Coast AQMD Inventory

SYNOPSIS: South Coast AQMD Administrative Policies and Procedures Number 20 requires each organizational unit to review fixed assets for obsolescence and disposal every year. This action is to approve removal of surplus equipment and motor vehicles determined to be obsolete, non-operational and not worth repairing.

COMMITTEE: Administrative, March 8, 2024; Recommended for Approval

**RECOMMENDED ACTION:**

Declare the items in Attachments A and B as surplus and authorize removal of these items from the fixed assets inventory through sale, donation, trade-in, auction process, salvage, or dismantlement for parts.

Wayne Natri  
Executive Officer

SJ:gp

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**Background**

South Coast AQMD Administrative Policies and Procedures Number 20 established procedures for the approval, purchasing, tagging, physical inventory, and disposal of fixed assets. This policy requires the review of the fixed assets and controlled items for obsolescence and disposal every year. The list of equipment appearing in Attachment A represents old, obsolete, and non-operational equipment that could not be repaired.

The vehicles appearing in Attachment B have been driven an average of over 119,000 miles, are non-operational and not worth repairing. The list of vehicles appearing in Attachment B represents vehicles that will either be sold by Enterprise Fleet Management, per the Board approved-lease agreement, or through public auction. The proceeds from the sale by Enterprise Fleet Management will be returned to South Coast AQMD to deposit into Fund 02 – Infrastructure Improvement Fund. Equipment and vehicles purchased with federal funds are being disposed of in accordance with applicable federal regulations.

**Proposal**

Staff is recommending that assets in Attachments A and B, as in the past, be surplused through the surplus process and properly disposed. Equipment will be auctioned, traded-in, donated or dismantled for parts and the motor vehicles will be disposed through auction or sales.

**Resource Impacts**

Miscellaneous revenue from auction sales will be recorded in the General Fund. Funds received from Enterprise Fleet Management will be recorded in Fund 02 – Infrastructure Improvement Fund. The total original cost of \$1,382,691 for the fixed assets in Attachments A and B was accounted for, depreciated, and reported in the annual audited financial statements.

**Attachments**

- A. Obsolete or Non-repairable Equipment
- B. Obsolete or Non-repairable Motor Vehicles

## ATTACHMENT A

### Obsolete or Non-repairable Equipment

Asset ID	Tag#	Description	Cost	Date Purchased	Net Book Value **	Disposition
00000292	0010954	Stereomicroscope	\$ 7,060.95	3/2/1991	\$ 0.00	Scrap/Auction (1)
00001398	0015553	Camera - Video - High Resolution	5,040.16	6/6/1998	0.00	Scrap/Auction (1)
00002092	0005041	Microscope Polarizing	10,947.44	11/10/1998	0.00	Scrap/Auction (1)
00002219	0005915	Cabinet Safety Asbestos Gard	5,596.80	11/10/1998	0.00	Scrap/Auction (1)
00002385	0006858	Microscope Research	16,337.24	2/3/1991	0.00	Scrap/Auction (1)
00002757	0015559	Analyzer Horiba APMA 360 CE CO	5,928.86	12/2/1998	0.00	Scrap/Auction (1)
00002838	E000242*	Gas Cal - ENV 9100	13,613.55	5/13/1999	0.00	Scrap/Auction (1)
00003131	0016469	Monitor, Surface Emission	11,759.31	9/22/2000	0.00	Disposed (2)
00003280	0016515	Analyzer, Electrochemical	6,557.00	8/1/2001	0.00	Disposed (2)
00003281	0016516	Analyzer, Electrochemical	6,557.00	8/1/2001	0.00	Disposed (2)
00003351	0016448A	Monitor, Surface Emission	15,181.91	12/7/1999	0.00	Disposed (2)
00003352	0016449A	Monitor, Surface Emission	15,181.91	12/7/1999	0.00	Disposed (2)
00003353	0016450	Monitor, Surface Emission	30,363.82	12/7/1999	0.00	Disposed (2)
00003354	0016451	Monitor, Surface Emission	15,181.91	12/7/1999	0.00	Disposed (2)
00003355	0016452	Monitor, Surface Emission	15,181.91	12/7/1999	0.00	Disposed (2)
00003391	0016533	Microscope/Camera System	26,242.70	1/1/2002	0.00	Scrap/Auction (1)
00003418	0016534	Microscope Camera	9,970.98	6/20/2001	0.00	Scrap/Auction (1)
00003541	0016541	Detector, Flame Ionization	12,075.70	8/28/2002	0.00	Disposed (2)
00003577	0016586	Analyzer, Ozone API 400E	6,887.15	1/1/2003	0.00	Scrap/Auction (1)
00003641	0016590	Detector Flame Ionization Sem	11,922.38	1/1/2004	0.00	Disposed (2)
00003642	0016601	Analyzer, Portable, Testo 350	5,932.72	1/1/2004	0.00	Disposed (2)
00003643	0016602	Analyzer, Portable, Testo 350	5,932.72	1/1/2004	0.00	Disposed (2)
00003647	E000249*	Analyzer, Carbon, Thermal Optical	47,288.75	1/1/2004	0.00	Scrap/Auction (1)
000000003674	D000003*	Hapsite Smart GC/MS System	117,580.07	1/31/2005	0.00	Scrap/Auction (1)
000000003749	0016635	Analyzer Gas Portable Testo	5,032.85	1/1/2006	0.00	Disposed (2)
000000003750	0016636	Analyzer, Gas Portable Testo	5,032.85	1/1/2006	0.00	Disposed (2)
000000003751	0016637	Analyzer, Gas Portable Testo	5,032.85	1/1/2006	0.00	Disposed (2)
000000003797	E000329*	Datalogger, Ambient Air, ESC8832	5,659.00	1/1/2007	0.00	Scrap/Auction (1)
000000003798	E000330*	Datalogger, Ambient Air, ESC8832	5,659.00	1/1/2007	0.00	Scrap/Auction (1)
000000003806	E000339*	Monitor Cont Ambient PM2.5	21,013.75	1/1/2007	0.00	Scrap/Auction (1)
000000003853	0016677	Datalogger Ambient Air ESC8832	5,659.00	1/1/2007	0.00	Scrap/Auction (1)
000000003854	0016678	Datalogger Ambient Air ESC8832	5,659.00	1/1/2007	0.00	Scrap/Auction (1)
000000003856	0016675	Analyzer Ambient CO APMA 370	6,430.08	1/1/2007	0.00	Scrap/Auction (1)
000000003861	D000013*	Gas Chromatograph Mass Spectra	138,505.09	1/1/2007	0.00	Scrap/Auction (1)
000000003920	E000346*	Analyzer, CO, APMA 370	6,430.05	1/1/2008	0.00	Scrap/Auction (1)
000000003957	0016756	Autosampler Liquid Agilent GC	3,575.96	6/25/2008	0.00	Scrap/Auction (1)
000000003975	E000375*	Generator Hydrogen Chrysalis II	14,462.20	10/14/2008	0.00	Scrap/Auction (1)
000000004010	0016740	Analyzer Ambient NOx	8,791.26	6/23/2009	0.00	Scrap/Auction (1)
000000004028	E000392*	Auto Gas Chromatograph Sys	81,244.37	6/24/2009	0.00	Scrap/Auction (1)
000000004045	0016932	PeopleSoft Server System HP	94,568.90	6/24/2009	0.00	Disposed (2)
000000004081	E000395*	Gas Chromatograph Synspec	43,879.61	12/23/2009	0.00	Scrap/Auction (1)

## ATTACHMENT A

### Obsolete or Non-repairable Equipment

Asset ID	Tag#	Description	Cost	Date Purchased	Net Book Value **	Disposition
000000004100	0016800	Automatic Point Counter Pelcon	5,308.50	5/7/2010	0.00	Scrap/Auction (1)
000000004188	0016831	Datalogger, Ambient Air, ESC8832	6,876.64	1/1/2011	0.00	Scrap/Auction (1)
000000004189	0016832	Datalogger, Ambient Air, ESC8832	6,876.64	1/1/2011	0.00	Scrap/Auction (1)
000000004193	0016836-E	Datalogger, Ambient Air, ESC8832	6,876.64	1/1/2011	0.00	Scrap/Auction (1)
000000004196	0016839-E	Datalogger, Ambient Air, ESC8832	6,876.65	1/1/2011	0.00	Scrap/Auction (1)
000000004197	0016841-E	Datalogger, Ambient Air, ESC8832	6,876.65	1/1/2011	0.00	Scrap/Auction (1)
000000004202	E000420*	Datalogger, Ambient Air, ESC8832	6,876.65	1/1/2011	0.00	Scrap/Auction (1)
000000004245	0016856	Analyzer Toxic Vapor	13,347.36	7/26/2011	0.00	Disposed (2)
000000004293	E000462*	Analyzer, Ozone (Photometric)	5,999.20	1/4/2012	0.00	Scrap/Auction (1)
000000004296	0016863	Analyzer, Toxic Vapor, TVA1000	12,872.29	1/24/2012	0.00	Disposed (2)
000000004297	E000473*	Ambient Air Monitoring Calibra	20,775.02	2/2/2012	0.00	Scrap/Auction (1)
000000004477	0016929	Generator, Hydrogen, 155CC/Min	6,904.03	8/28/2013	0.00	Scrap/Auction (1)
000000004478	0016930	Generator, Hydrogen, 155CC/Min	6,904.04	8/28/2013	0.00	Scrap/Auction (1)
000000004513	E000516*	Fume Hood, Ascent Max, Ductless	5,999.09	4/29/2014	0.00	Scrap/Auction (1)
000000004586	E000521*	Analyzer, Ambient NOx, Horiba	8,134.67	9/25/2014	0.00	Scrap/Auction (1)
000000004780	E000663*	Hydrogen Generator, HYC-HPNM50	14,272.39	11/29/2016	0.00	Scrap/Auction (1)
<b>Total Obsolete or Non-repairable Equipment</b>			<b>\$ 1,022,735.22</b>		<b>\$ 0.00</b>	

\* Assets purchased with federal funds.

\*\* Net Book Value represents historical cost reduced by estimated depreciation. It is expected that some revenue will be realized upon sale at auction.

(1) Usable parts will be removed and the remainder will be auctioned and scrapped.

(2) Disposed prior to the Board approval.

## ATTACHMENT B

### obsolete or Non-repairable Motor Vehicles

Asset ID	Tag#	Description	Cost	Date Purchased	Net Book Value **	Disposition ***
000000003690	38764	2005 Honda Civic SD Hybrid	\$ 21,157.47	1/1/2005	\$ 0.00	Auction or Sale (1)
000000003695	38767	2005 Ford Escape Hybrid	30,450.76	1/1/2005	0.00	Auction or Sale (1)
000000003768	38780	2006 Honda Civic GX CNG	25,338.69	1/1/2006	0.00	Auction or Sale (1)
000000003769	38781	2006 Honda Civic GX CNG	25,338.69	1/1/2006	0.00	Auction or Sale (1)(2)
000000003771	38783	2006 Honda Civic GX CNG	25,338.69	1/1/2006	0.00	Auction or Sale (1)(2)
000000003877	38801	2007 Honda Civic GX CNG	25,866.66	1/1/2007	0.00	Auction or Sale (1)
000000004056	38826	2008 Ford E350 4X2 Crew CNG	45,419.63	6/25/2009	0.00	Auction or Sale (1)
000000004114	38836	2010 Honda Civic GX CNG	25,452.22	5/7/2010	0.00	Auction or Sale (1)
000000004382	H00012*	2012 Honda Civic GX CNG	28,482.76	10/19/2012	0.00	Auction or Sale (1)(2)
000000004434	38866	2012 Honda Civic GX CNG	25,949.66	5/24/2013	0.00	Auction or Sale (1)
000000004537	38905	2014 Honda Civic GX CNG	27,053.36	7/30/2014	0.00	Auction or Sale (1)(2)
000000004540	38911	2014 Honda Civic GX CNG	27,053.36	7/30/2014	0.00	Auction or Sale (1)
000000004544	38910	2014 Honda Civic GX CNG	27,053.36	7/30/2014	0.00	Auction or Sale (1)(2)
<b>Total Obsolete or Non-repairable Motor Vehicles</b>			<b>\$ 359,955.31</b>		<b>\$ 0.00</b>	

\* Assets purchased with federal funds.

\*\* Net Book Value represents historical cost reduced by estimated depreciation. It is expected that some revenue will realized upon auction or sale by Enterprise Fleet Management.

\*\*\* These vehicles have an average of 119,000 miles.

(1) To be sold by Enterprise Fleet Management or auction

(2) This vehicle was involved in a collision and cost to repair it exceeds the value of the vehicle.