

May 2, 2016

Report To: Operations and Facilities Executive Committee

From: Lori Pattison, Operations and Facilities Division

SUBJECT: 2016 Surplus Asset Sale

This year the Town of Fort Frances will again be putting up for sale old, obsolete and no longer used materials, equipment and vehicles. In April all departments were asked to take stock of items that were no longer used or needed and provide a listing. Nineteen (19) items were submitted. (see attached spreadsheet). Council must declare these items as surplus before they can be placed in the asset sale.

Once these items are declared surplus, the following procedure will be utilized to dispose of the Items:

- 1) Advertise in the Fort Frances Times – sale of obsolete materials, equipment and vehicles.
- 2) People can submit bids on any or all items. Forms will be provided at the Civic Centre at 320 Portage Avenue.
- 3) The bids will be publicly opened in the committee room.
- 4) Payment will be due prior to removing any items from the Town's property.
- 5) Successful bidders will have two weeks to pick up their items.
- 6) Where no bids are received for a certain item, if possible these items will be recycled and if not they will be disposed of at the Town's landfill site.

Respectfully submitted,
Operations & Facilities Division

Lori Pattison
Operations & Facilities Secretary

Council approval of this report will ensure:

- 1) That the 19 obsolete items outlined on the attached spreadsheet be declared surplus.
- 2) That the above mentioned procedure will be used to dispose of these surplus materials, equipment and vehicles in the near future.

2016 Town of Fort Frances Surplus Asset Items				
ITEM #	DESCRIPTION	LOCATION (for viewing)	CONTACT	PHONE #
1	35 weighted dumbbells in various sizes	Mem. Sports Centre-720 Scott St	Bob Green	274-4561
2	7 wood upholstered arm chairs	Mem. Sports Centre-720 Scott St	Bob Green	274-4561
3	Admiral almond 20 cu. Ft side by side fridge	Mem. Sports Centre-720 Scott St	Bob Green	274-4561
4	Garland 36' cooktop grill, 240 volt electric	Mem. Sports Centre-720 Scott St	Bob Green	274-4561
5	1997 Ford Windstar van, VIN 2FMDA5141VBD13752 (at Public Works Yard)	Public Works - 900 Wright Ave	Chad Hanson	274-2036
6	Stage - 20- 4 X 8 sections, 2 stairs with 3 storage carts	Mem. Sports Centre-720 Scott St	Bob Green	274-4561
7	2002 Ford 3/4 ton truck VIN FTNF20L82EC69492	Public Works - 900 Wright Ave	Chad Hanson	
8	1992 Chev extended cab orange half ton VIN 2GCEC19ZN1144147	Public Works - 900 Wright Ave	Chad Hanson	274-2036
9	1 office chair - high back - navy blue	Public Works - 900 Wright Ave	Chad Hanson	274-2036
10	1 office chair - low back - navy blue	Public Works - 900 Wright Ave	Chad Hanson	274-2036
11	Oversize copier - maximum 40 inches	Public Works - 900 Wright Ave	Chad Hanson	274-2036
12	2 1/2 ft by 6 ft steel tble (brown top)	Public Works - 900 Wright Ave	Chad Hanson	274-2036
13	3ft wide by 6 ft long steel office desk	Public Works - 900 Wright Ave	Chad Hanson	274-2036
14	3 ft wide by 6 ft long wooden office desk	Public Works - 900 Wright Ave	Chad Hanson	274-2036
15	Old Floating Dock - 4 sections 28 ft long by 8 ft wide	Riverview Cemetery	Trevor McKinnon	276-5761
16	Old Floating Dock - 3 sections 24ft long by 5 ft wide	Riverview Cemetery	Trevor McKinnon	276-5761
17	Old Floating Dock - 1 section 12ft long by 5 ft wide	Riverview Cemetery	Trevor McKinnon	276-5761
18	Grey Brand Name Upper and Lower section tool box	Public Works - 900 Wright Ave	Chad Hanson	274-2036
19	1992 "Bear" Engine Analyzer	Public Works - 900 Wright Ave	Chad Hanson	274-2036
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