

**MAYOR
CAROLINE SIMMONS**



**PURCHASING MANAGER
ERIK J. LARSON**

Phone: (203) 977-4107
Email: elarson@stamfordct.gov

**CITY OF STAMFORD
OFFICE OF ADMINISTRATION**
888 WASHINGTON BOULEVARD
P.O. BOX 10152
STAMFORD, CONNECTICUT 06904-2152

TO: Jeff Curtis, President
Board of Representatives
FROM: Erik J. Larson, Purchasing Manager
DATE: August 8, 2023
RE: Copies of Surplus Property Statements
FY 2021-2022 (October 2021 – June 2022)

Pursuant to Section 23-18.13 of the Purchasing Ordinance (*Surplus Personal Property and Equipment*), attached please find copies of statements identifying surplus or unusable supplies, material or equipment for the period of October 2021 to June 2022.

Department Name: Vehicle Maintenance

Surplus Item For Sale ☒ or Disposal ☐: Please Check one

Item: Multiple City Vehicles (See attached)

Purchase Date (Estimated): Various

Original Purchase Price (Estimated): \$ Various

Usage of Item/General Comments: Two (2) Board of Ed vehicles and one (1) Operations Department vehicle assigned to Traffic maintenance.

Is item currently usable/functional? Yes _____ No X

Does the item have any value? Yes X No _____ If yes, what is the estimated value: \$500.00 each

Name of Individual Requesting Sale/Disposal: William Klous

Title: Fleet manager

Approved by Department Head: 

Date: 4-6-22

Approved by Purchasing Agent: 

Date: 4-8-22

Approved by Mayor: 

Date: 4/14/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

UNIT #	Plate #	VIN #	YEAR	MAKE	MODEL	BODYTYPE	COLOR	DEPARTMENT	ACQUISDATE
617	441-ST	1FD AF56S71ED14771	2001	FORD SD	F-550 XL	AERIAL LIFT	WHITE	OPERATIONS	09/07/01
707	341-ST	2FTZA54U7WBE47995	1998	FORD	WINDSTAR	MINI-VAN	WHITE	EDUCATION	09/14/98
740	155-ST	1FDW F37S31EB54803	2001	FORD	F-350	LOW-BED	BLUE	EDUCATION	01/10/01

Department Name: Vehicle Maintenance

Surplus Item For Sale () or Disposal (X): Please Check one

Item: SEVEN (7) REFUSE TRUCKS

Purchase Date (Estimated): 2002 - 2008

Original Purchase Price (Estimated): \$ VARIOUS

Usage of Item/General Comments: AS PER CONDITIONS OF THE DEEA GRANT AWARDED TO THE CITY AUGUST 2019, ALL REFUSE TRUCKS PURCHASED MUST BE DISMANTLED & SCRAPPED PER EPA REQUIREMENTS. NOT SOLD

Is item currently usable/functional? Yes No X

Does the item have any value? Yes No X If yes, what is the estimated value:

Name of Individual Requesting Sale/Disposal: William Klau

Title: FLEET MANAGER

Approved by Department Head: [Signature] Date: 11/17/21

Approved by Purchasing Agent: [Signature] Date: 11.17.2021

Approved by Mayor: [Signature] Date: 11/22/21

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

City Vehicle #	VIN #	Year	Make	Model	Mileage	Assignment	Reason for Disposition
347	1CYCCK48X2T045477	2002	CCC	LET 2-45	98,812	Collections Dept.	DERA Grant Requirement
348	1CYCCK4882T045476	2002	CCC	LET 2-45	84,121	Collections Dept.	DERA Grant Requirement
349	1CYCCK4812T045478	2002	CCC	LET 2-45	60,261	Collections Dept.	DERA Grant Requirement
350	1CYCCK4842T045569	2002	CCC	LET 2-45	84,076	Collections Dept.	DERA Grant Requirement
355	1M2K189C26M034486	2006	Mack	MR688S	80,802	Collections Dept.	DERA Grant Requirement
366	1M2K189C45M027571	2005	Mack	MR688S	79,492	Collections Dept.	DERA Grant Requirement
373	1CYCCK4878T048877	2008	CCC	LET 2-45	60,010	Collections Dept.	DERA Grant Requirement

Department Name: Vehicle Maintenance

Surplus Item For Sale (X) or Disposal (): Please Check one

Item: ExMark Lazer Series 60" Ride-on-Mower (see below) Purchase Date (Estimated): 1/2008

Original Purchase Price (Estimated): \$ 8,500

Usage of Item/General Comments: Used to cut grass at all city parks and facilities

P013 2008 Exmark LZ27KC604 (VIN# 735086)

P022 2008 Exmark LZ27KC604 (VIN# 735093)


Is item currently usable/functional? Yes _____ No X

Does the item have any value? Yes X No _____ If yes, what is the estimated value: \$ 500.00

Name of Individual Requesting Sale/Disposal: William Klous Title: Fleet manager

Approved by Department Head:  Date: 1-28-22

Approved by Purchasing Agent:  Date: 1.28.2022

Approved by Mayor:  Date: 1/31/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

2/8/22

Department Name: FACILITIES

Surplus Item For Sale ☒ or Disposal ☐: Please Check one

Item: Mc Graw-EDISON Generator Purchase Date (Estimated): over 10 years ago

Original Purchase Price (Estimated): \$ No Record

Usage of Item/General Comments: 1000 Hours Ford Mc Graw-EDISON
Generator Operan 55 Gen Set
Natural GAS

Is item currently usable/functional? Yes ☒ No ☐
Does the item have any value? Yes ☒ No ☐ If yes, what is the estimated value: \$ 1000.00

Name of Individual Requesting Sale/Disposal: Tony Penaro Title: Head Custodian

Approved by Department Head: [Signature] Date: 3-24-22

Approved by Purchasing Agent: [Signature] Date: 3-31-2022

Approved by Mayor: [Signature] Date: 4/14/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Department Name: Facilities Maintenance

Surplus Item For Sale ☐ or Disposal ☒: Please Check one

Item: 16 oz bottles of body wash
Qty - 258
Original Purchase Price (Estimated): \$ N/A

Purchase Date (Estimated): N/A

Usage of Item/General Comments: Donated to City by State. This is
excess after distribution throughout city to be donated
to Ukraine

Is item currently usable/functional? Yes ☒ No ☐

Does the item have any value? Yes ☒ No ☐ If yes, what is the estimated value: \$ 774

Name of Individual Requesting Sale/Disposal: Jo Ann Mori

Title: Administrative Specialist

Approved by Department Head: [Signature]

Date: 3-15-22

Approved by Purchasing Agent: [Signature]

Date: 3.15.22

Approved by Mayor: [Signature]

Date: 3/15/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Department Name: Facilities Maintenance

Surplus Item For Sale ☐ or Disposal ☒: Please Check one

Item: 1603 bottles Hand Soap
Qty 336 bottles
Original Purchase Price (Estimated): \$ N/A

Purchase Date (Estimated): N/A

Usage of Item/General Comments: Donated to City by State. This is
excess after distribution throughout city to be donated
to Ukraine

Is item currently usable/functional? Yes ☒ No ☐

Does the item have any value? Yes ☒ No ☐ If yes, what is the estimated value: \$1,008.00

Name of Individual Requesting Sale/Disposal: JoAnn Mori

Title: Administrative Specialist

Approved by Department Head: [Signature]

Date: 3-15-22

Approved by Purchasing Agent: [Signature]

Date: 3.15.22

Approved by Mayor: [Signature]

Date: 3/15/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Department Name: Facilities Maintenance

Surplus Item For Sale ☐ or Disposal ☒ Please Check one

Item: Canisters of Alcohol Wipes
Qty - 423
Original Purchase Price (Estimated): \$ 2,538.00

Purchase Date (Estimated): 6/20

Usage of Item/General Comments: Items were purchased originally for Covid prevention. This is excess which is being donated to help Ukraine

Is item currently usable/functional? Yes ☒ No ☐

Does the item have any value? Yes ☒ No ☐ If yes, what is the estimated value: \$2,538

Name of Individual Requesting Sale/Disposal: J-Ann Mori

Title: Administrative Specialist

Approved by Department Head: [Signature]

Date: 3-15-22

Approved by Purchasing Agent: [Signature]

Date: 3.15.22

Approved by Mayor: [Signature]

Date: 3/15/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Department Name: Facilities Maintenance

Surplus Item For Sale ☐ or Disposal ☒: Please Check one

Item: 1 Liter bottles of Hand Sanitizer
Quantity - 90 cases (9,084)
Original Purchase Price (Estimated): \$ N/A

Purchase Date (Estimated): N/A

Usage of Item/General Comments: Donated to City by State. This is
excess which is being donated to Ukraine.

Is item currently usable/functional? Yes ☒ No ☐

Does the item have any value? Yes ☒ No ☐ If yes, what is the estimated value: \$5,420

Name of Individual Requesting Sale/Disposal: Jo-Ann Mori

Title: Administrative Specialist

Approved by Department Head: [Signature]

Date: 3-15-22

Approved by Purchasing Agent: [Signature]

Date: 3.15.22

Approved by Mayor: [Signature]

Date: 3/15/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Department Name: Facilities Maintenance

Surplus Item For Sale ☐ or Disposal ☐: Please Check one

Item: Multiple Sizes of Coveralls Qty - 1,625

Purchase Date (Estimated): Various days

Original Purchase Price (Estimated): \$ 19,500

Usage of Item/General Comments: Items were purchased originally for
Gond prevention. This is excess which is being donated
to help Ukraine.

Is item currently usable/functional? Yes ☒ No ☐

Does the item have any value? Yes ☒ No ☐ If yes, what is the estimated value: \$19,500

Name of Individual Requesting Sale/Disposal: Jo Ann Mori

Title: Administrative Specialist

Approved by Department Head: [Signature]

Date: 3-15-22

Approved by Purchasing Agent: [Signature]

Date: 3.15.22

Approved by Mayor: [Signature]

Date: 3/15/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Department Name: Facilities Maintenance

Surplus Item For Sale ☐ or Disposal ☒: Please Check one

Item: Disposable Isolation Gowns
Qty 2100
Original Purchase Price (Estimated): \$ 7,000.00

Purchase Date (Estimated): 6/20

Usage of Item/General Comments: Items were purchased originally for
Covid prevention. This is excess which is being donated
to help Ukraine

Is item currently usable/functional? Yes ☒ No ☐

Does the item have any value? Yes ☒ No ☐ If yes, what is the estimated value: \$7,000.00

Name of Individual Requesting Sale/Disposal: Jo Ann Mori

Title: Administrative Specialist

Approved by Department Head: [Signature]

Date: 3/15/22

Approved by Purchasing Agent: [Signature]

Date: 3/15/22

Approved by Mayor: [Signature]

Date: 3/15/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Department Name: Facilities Maintenance

Surplus Item For Sale ☐ or Disposal ☒ Please Check one

Item: Bouffant Caps - Qty 1,000 Purchase Date (Estimated): 6/28
Original Purchase Price (Estimated): \$ 20.00

Usage of Item/General Comments: Items were purchased originally for Covid prevention. This is excess which is being donated to help Ukraine.

Is item currently usable/functional? Yes ✓ No

Does the item have any value? Yes ✓ No If yes, what is the estimated value: \$20.00

Name of Individual Requesting Sale/Disposal: JoAnn Mori Title: Administrative Specialist

Approved by Department Head: [Signature] Date: 3-15-22

Approved by Purchasing Agent: [Signature] Date: 3.15.22

Approved by Mayor: [Signature] Date: 3/15/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Department Name: Facilities Maintenance

Surplus Item For Sale ☐ or Disposal ☒: Please Check one

Item: 2 oz hand sanitizer bottles Qty 300 Purchase Date (Estimated): 7/21

Original Purchase Price (Estimated): \$ 400.00

Usage of Item/General Comments: Items were purchased originally for Covid prevention. This is excess which is being donated to help Ukraine.

Is item currently usable/functional? Yes ☒ No ☐

Does the item have any value? Yes ☒ No ☐ If yes, what is the estimated value: \$400.00

Name of Individual Requesting Sale/Disposal: JoAnn Mori

Title: Administrative Specialist

Approved by Department Head: [Signature]

Date: 3-15-22

Approved by Purchasing Agent: [Signature]

Date: 3.15.22

Approved by Mayor: [Signature]

Date: 3/15/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Department Name: Vehicle Maintenance

Surplus Item For Sale ☒ or Disposal ☐: Please Check one

Item: See Attached

Purchase Date (Estimated): Various

Original Purchase Price (Estimated):\$ Various

Usage of Item/General Comments: See attached list of various Operations Department vehicles and WPCA Vehicles for auction.

Is item currently usable/functional? Yes _____ No X

Does the item have any value? Yes X No _____ If yes, what is the estimated value: See attached

Name of Individual Requesting Sale/Disposal: William Klous Title: Fleet Manager

Approved by Department Head: _____ Date: _____

Approved by Purchasing Agent: E. J. Larson Date: 6.14.2022

Approved by Mayor: [Signature] Date: _____

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

UNIT #	Plate #	VIN #	YEAR	MAKE	MODEL	BODYTYPE	COLOR	DEPARTMENT	AQUISDATE
72	366-ST	1FMDU73K85ZA21477	2005	Ford	Explorer	SUV	Blue	WPCA	10/4/2006
165	357-ST	1GDJK34244E254844	2004	GMC	3500	Dump Truck	White	OPERATIONS	7/30/2004
274	149-ST	1GDJK34244E265908	2004	GMC	3500	Dump Truck	White	OPERATIONS	7/30/2004
300	559-ST	1FAFP53U26A261575	2006	Ford	Taurus	Sedan	White	WPCA	9/4/2007
337	355-ST	3BPZL00X39F718765	2009	Peterbilt	320	Refuse Packer	White	OPERATIONS	7/1/2008
451	107-ST	1FDWF37Y58ED22892	2008	Ford	F-350	Dump Truck	White	OPERATIONS	5/13/2008

Larson, Erik

From: Klous, William
Sent: Monday, June 13, 2022 2:13 PM
To: Larson, Erik
Subject: Assets For Disposal
Attachments: Surplus Vehicles for auction_6-13-2022.xlsx; Surplus Equipment Form 6-13-2022.pdf
Importance: High

Good afternoon sir,
For your approval is an asset disposal form.

Any questions or comments do not hesitate to contact me.

Bill Klous
Fleet manager
City of Stamford
100 Magee Ave.
Stamford, Ct 06902
203-977-5520 (Office)
203-223-2599 (Cell)
wklous@stamfordct.gov

"Without us...you walk!"

Department Name: social services

Surplus Item For Sale ☐ or Disposal ☒: Please Check one

Item: Dell laptop Latitude

Purchase Date (Estimated): 7/10/2012

Original Purchase Price (Estimated): \$ 1495.00

Usage of Item/General Comments: purchased for senior outreach worker grant
the department had at the time used for Rent Rebate program
and research in the field while doing outreach

Is item currently usable/functional? Yes _____ No X

Does the item have any value? Yes _____ No X If yes, what is the estimated value: _____

Name of Individual Requesting Sale/Disposal: sharona cowan

Title: Dir of Social Services

Approved by Department Head: Sharona Cowan

Date: 6/8/2022

Approved by Purchasing Agent: Egle

Date: 6.14.22

Approved by Mayor: [Signature]

Date: _____

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

DELL**QUOTATION****QUOTE #: 583972500****Customer #: 66900254****Contract #: WN67ACC****Quote Date: 5/10/11****Date: 5/10/11 11:36:37 AM****Customer Name: CITY OF STAMFORD**

TOTAL QUOTE AMOUNT:	\$1,495.00		
Product Subtotal:	\$1,495.00		
Tax:	\$0.00		
Shipping & Handling:	\$0.00		
Shipping Method:	Ground	Total Number of System Groups:	1

GROUP: 1	QUANTITY: 1	SYSTEM PRICE: \$1,395.16	GROUP TOTAL: \$1,395.16
Base Unit:	Dell Latitude E6420 (225-0367)		
Processor:	Intel Core i5-2520M, 2.50GHz, 3MB Cache, Dell Latitude E6X20 (317-5994)		
Memory:	4.0GB, DDR3-1333MHz SDRAM, 2 DIMM, Dell Latitude (317-6239)		
Keyboard:	Internal English Keyboard, Dell Latitude E (331-1200)		
Keyboard:	Tech Setup Guide, English, Dell Latitude E6X20 (331-1207)		
Keyboard:	Documentation (English/French), Dell Latitude E-Family/Mobile Precision (331-2169)		
Video Card:	Intel HD Graphics 3000, Dell Latitude E6420 (320-1907)		
Hard Drive:	250GB Hard Drive, 7200RPM, Dell Latitude E (342-2379)		
Hard Drive Controller:	NO Internal Fingerprint Reader and NO contactless smartcard reader, Dell Latitude E6420 (331-1230)		
Floppy Disk Drive:	14.0in HD(1366x768) Anti-Glare LED-backlit, Dell Latitude E6420 (320-1903)		
Operating System:	Vista Home Basic Service Pack 2, 32-bit, No media, English, Dell Latitude (421-5460)		
Operating System:	You have chosen a Vista Basic System (310-8759)		
Modem:	No Modem, Dell Latitude E (331-1221)		
TBU:	90W 3-Pin, AC Adapter, Dell Latitude E (331-1719)		
TBU:	US - 3 foot Flat Power Cord, Dell Latitude (330-4016)		
CD-ROM or DVD-ROM Drive:	8X DVD Bezel, Dell Latitude E6320/E6420/E6520/ATG (318-0437)		
CD-ROM or DVD-ROM Drive:	8X DVD, Dell Latitude E (318-0329)		
CD-ROM or DVD-ROM Drive:	Cyberlink Power2Go 9.5.1, Media with Royalty, Dell OptiPlex, Latitude and Precision Workstation (421-4821)		
Sound Card:	Integrated webcam with single digital microphone, Dell Latitude E6420/ATG (318-0436)		
Sound Card:	Dell Webcam Central Software Dell Latitude/Mobile Precision (421-1201)		
Processor Cable:	Dell WLAN 1501 (802.11b/g/n) 1/2 MiniCard, Dell Latitude E (430-3973)		
Documentation Diskette:	No Intel vPro Technology Advanced Management Features, Dell Latitude E6X20 (331-1226)		
Bundled Software:	Microsoft Office Starter 2010, Dell OptiPlex, Precision and Latitude (410-0348)		
Feature	9-Cell (97WH) Additional Lithium Ion Battery for Latitude E5X20/6X20 (312-1153)		
Feature	Leather 15.6 Carry Case for Latitude and Precision Notebooks (313-9289)		
Service:	Basic Hardware Service: Next Business Day Limited Onsite Service After Remote Diagnosis 4 Year Extended (926-7784)		
Service:	Basic Hardware Service: Next Business Day Limited Onsite Service After Remote Diagnosis Initial Year (939-2490)		
Service:	Dell Limited Hardware Warranty Plus Service Extended Year(s) (934-7708)		
Service:	Dell Limited Hardware Warranty Plus Service Initial Year (929-0957)		
Misc:	CFI, Dell, ProManage, System, Track, Services, Remote, Data, Protection, System, Recovery, 5 Year (365-0583)		
Misc:	CFI, Integration, Fee, Services, Absoulte, Load, Factory Install (365-1245)		

Misc:	CFI,Information, Validator,Order Ready,Absolute,Factory Install (364-1191)
Misc:	CFI,Information,Boot Order, Hard drive,Floppy drive, Compact Diskette,Factory Install (364-7655)
Misc:	CFI,Information,Notebook, Computrace,Active,Factory Install (372-1509)
Misc:	Energy Star Enabled/E-PEAT/Gold, Latitude E6420/ATG (331-1931)
	Intel Core i5 Processor (331-1633)

SOFTWARE & ACCESSORIES

Product	Quantity	Unit Price	Total
VLA OFFICE PRO PLUS 2010 ALL LANGUAGES (A3746778)	1	\$51.16	\$51.16
VLA WINDOWS PRO 7 UPGRADE ALL LANGUAGES (A3071418)	1	\$48.68	\$48.68
ELECTRONIC LICENSE CONFIRMATION elec dwnld only (A3458532)	1	\$0.00	\$0.00

Number of S & A Items: 3

S&A Total Amount: \$99.84

SALES REP:	Justin Grant	PHONE:	512-513-9153
Email Address:	Justin_Grant@Dell.com	Phone Ext:	5139153

Please review this quote carefully. If complete and accurate, you may place your order online at www.dell.com/qto (use quote number above). POs and payments should be made to **Dell Marketing L.P.**

If you do not have a separate agreement with Dell that applies to your order, please refer to www.dell.com/terms as follows:

If purchasing for your internal use, your order will be subject to *Dell's Terms and Conditions of Sale-Direct* including Dell's U.S. Return Policy, at www.dell.com/returnpolicy#total. If purchasing for resale, your order will be subject to *Dell's Terms and Condition of Sale for Persons or Entities Purchasing to Resell*, and other terms of Dell's PartnerDirect program at www.dell.com/partner. If your order includes services, visit www.dell.com/servicecontracts for service descriptions and terms.

Quote information is valid for U.S. customers and U.S. addresses only, and is subject to change. Sales tax on products shipped is based on "Ship To" address, and for downloads is based on "Bill To" address. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, with seller listed as **Dell Marketing L.P.**, to Dell's Tax Department at 800-433-9023. Please include your Customer Number.

For certain products shipped to end-users in California, a State Environmental Fee will be applied. For Asset Recovery/Recycling Services, visit www.dell.com/assetrecovery.

Cowan, Sharona

From: Larson, Erik <ELarson@StamfordCT.gov>
Sent: Friday, May 13, 2022 9:32 AM
To: Cowan, Sharona; Help Desk
Subject: RE: Surplus materials
Attachments: Surplus Equipment Form 2-13-18 fillable.pdf

Please complete the attached form.

Erik J. Larson
Purchasing Manager
203-977-4107

From: Cowan, Sharona <SCowan@StamfordCT.gov>
Sent: Thursday, May 12, 2022 10:17 AM
To: Help Desk <HelpDesk@StamfordCT.gov>
Cc: Larson, Erik <ELarson@StamfordCT.gov>
Subject: Surplus materials

A laptop the department purchased in 2012 is obsolete and no longer operational. Please advise how to get rid of this asset.

Sharona

From: Watts, John <JWatts@ci.stamford.ct.us>
Sent: Wednesday, July 11, 2012 8:37 AM
To: Cowan, Sharona <SCowan@ci.stamford.ct.us>
Subject: RE: Laptop

OK I WILL.

From: Cowan, Sharona
Sent: Tuesday, July 10, 2012 6:55 PM
To: Watts, John
Cc: Cowan, Sharona
Subject: RE: Laptop

Hey I spoke to Victor he totally forgot about this email..no worries. The purchase order number is 800026. when the laptop arrives please send him a notice stating that you received it, the location in which it will be stored, the serial number make and model number of the laptop and a copy of the invoice if you get one. If you don't get an invoice please ask IT or whoever delivers if they can give you one.

-S

Sharona Cowan, Director of Mandated Services
Department of Health & Social Services
Social Services Division

888 Washington Boulevard 9th Floor
Stamford, CT 06901
(p)203-977-4051
(f)203-977-5775

From: Ciancio, Victor
Sent: Tuesday, July 03, 2012 8:37 AM
To: Fitzgerald, Marianne; Cowan, Sharona; Watts, John
Subject: RE: Laptop

Done.

Victor Ciancio

Grants Account Analyst
City of Stamford
Grants Office
PO Box 10152
Stamford, CT 06904-2152
(203)977-5772 ph
(203)977-4775 fax

From: Fitzgerald, Marianne
Sent: Tuesday, July 03, 2012 7:15 AM
To: Cowan, Sharona; Watts, John
Cc: Ciancio, Victor
Subject: RE: Laptop

I entered req. 204397 for the laptop. Please enter your budget account number and approve. thanks

From: Cowan, Sharona
Sent: Monday, July 02, 2012 4:10 PM
To: Fitzgerald, Marianne; Watts, John
Cc: Ciancio, Victor
Subject: RE: Laptop

Marianne,

John Watts the new senior outreach coordinator will be contacting you to put in the order. The laptop will be paid out a grant so please let know what information you will need (i.e. account line)

Sharona Cowan, Director of Mandated Services
Department of Health & Social Services
Social Services Division
888 Washington Boulevard 9th Floor
Stamford, CT 06901
(p)203-977-4051
(f)203-977-5775

From: Fitzgerald, Marianne
Sent: Wednesday, April 18, 2012 7:43 AM

To: Cowan, Sharona
Subject: FW: Laptop

See attached. Let me know if you would like to enter an order. I will input it for you.

From: Pensiero, Mike
Sent: Tuesday, April 17, 2012 7:20 PM
To: Cowan, Sharona
Cc: Fitzgerald, Marianne
Subject: Re: Laptop

Marianne Fitzgerald in my office will reply to you
Mp

Sent from my iPhone

On Apr 17, 2012, at 6:08 PM, "Cowan, Sharona" <SCowan@ci.stamford.ct.us> wrote:

Hi Mike,

I was wondering if you could give me a quote or an idea of the cost for a Dell Laptop (latitude).

Sharona Cowan, Director of Mandated Services
Department of Health & Social Services
Social Services Division
888 Washington Boulevard 9th Floor
Stamford, CT 06901
(p)203-977-4051
(f)203-977-5775

Department Name: Vehicle Maintenance

Surplus Item For Sale (☒ or Disposal (): Please Check one

Item: VEHICLES (VARIOUS)

Purchase Date (Estimated): VARIOUS

Original Purchase Price (Estimated): \$ VARIOUS

Usage of Item/General Comments: MULTIPLE CITY VEHICLES OF VARIOUS TYPES & USE THAT NEED EXTENSIVE MECHANICAL REPAIRS AND ARE BEYOND USEFUL LIFE

Is item currently usable/functional? Yes ☐ No ☒

Does the item have any value? Yes ☒ No ☐ If yes, what is the estimated value: VARIES

Name of Individual Requesting Sale/Disposal: William Plave Title: FLEET MANAGER

Approved by Department Head: [Signature] Date: 11/17/21

Approved by Purchasing Agent: [Signature] Date: 11.17.2021

Approved by Mayor: [Signature] Date: 11/22/21

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

City Vehicle #	VIN #	Year	Make	Model	Assignment	Reason for Disposition
802	1B3EL46X55N579118	2005	Dodge	Stratus	Pool Fleet	Extensive Mechanical Repairs Needed
805	1B3EL46X75N579119	20005	Dodge	Stratus	Pool Fleet	Extensive Mechanical Repairs Needed
817	2G1WF52E129193839	2002	Chevrolet	Impala	Pool Fleet	Extensive Mechanical Repairs Needed
1	1FMCU5K38AKB00189	2010	Ford	Escape Hybrid	Mayor	Accident Damage - too costly to repair
519	1FTSE34L8YHB31657	2000	Ford	E-350 Aerial Trk	Facilities	Extensive Mechanical Repairs Needed
433	1FTSS34L31HA48135	2001	Ford	E-350 Van	Parks	Extensive Mechanical Repairs Needed
744	1FDWF37S71EB54805	2001	Ford	F-350 Dump Truck	B.o.E.	Extensive Mechanical Repairs Needed
P002	817710	2009	ExMark	60" Ride on Mower	Parks	Extensive Mechanical Repairs Needed
723	1FTHE24Y3THB46771	1996	Ford	E-250 Van	B.o.E.	Extensive Mechanical Repairs Needed

Department Name: VEHICLE MAINTENANCE

Surplus Item For Sale () or Disposal (): Please Check one

Item: MISC EQUIPMENT

Purchase Date (Estimated): UNKNOWN

Original Purchase Price (Estimated): \$ UNKNOWN

Usage of Item/General Comments: VARIOUS OBSOLETE TOOLS, EQUIPMENT, PARTS
AND SHOP EQUIPMENT

Is item currently usable/functional? Yes _____ No X

Does the item have any value? Yes X No _____ If yes, what is the estimated value: < \$100 EACH

Name of Individual Requesting Sale/Disposal: William Jones

Title: FLEET MANAGER

Approved by Department Head: [Signature]

Date: 11/17/21

Approved by Purchasing Agent: [Signature]

Date: 11.17.21

Approved by Mayor: [Signature]

Date: 11/22/21

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

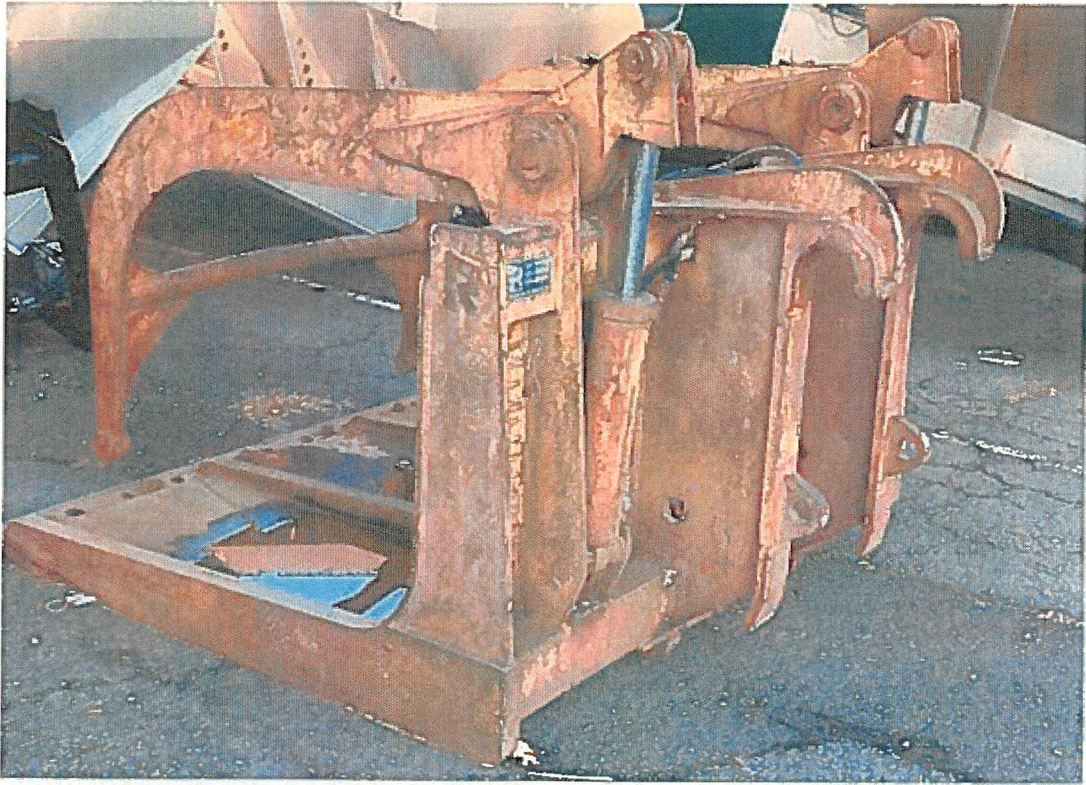
Obsolete Loader Attachment



Obsolete Trash Compactor (No Power Unit)



Obsolete Loader Attachment



Misc Small Equipment tires & Wheels



Misc. obsolete Tire Lifting Equipment



Department Name: VEHICLE MAINTENANCE

Surplus Item For Sale (X) or Disposal (): Please Check one

Item: THREE (3) ELGIN PELICAN SWEEPERS

Purchase Date (Estimated): 2010

Original Purchase Price (Estimated): \$ 156,804.⁰⁰ EA.

Usage of Item/General Comments: THE THREE (3) ELGIN PELICAN SWEEPERS ON
THE ATTACHED LIST ARE BEING TRADE IN ON THE PURCHASE OF THREE
(3) NEW GLOBAL M3 SWEEPERS ON PO # 822181

Is item currently usable/functional? Yes X No _____

Does the item have any value? Yes X No _____ If yes, what is the estimated value: SEE ATTACHED

Name of Individual Requesting Sale/Disposal: William J. Lewis

Title: FLEET MANAGER

Approved by Department Head: [Signature]

Date: 11/17/21

Approved by Purchasing Agent: [Signature]

Date: 11.17.2021

Approved by Mayor: [Signature]

Date: 11/22/21

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

City Vehicle #	VIN #	Year	Make	Model	Cost New	Assignment	Trade-in value
151	NP1276D	2010	Elgin	Pelican Sweeper	\$156,804.00	Road Maintenance	\$20,000.00
152	NP2115D	2010	Elgin	Pelican Sweeper	\$156,804.00	Road Maintenance	\$20,000.00
153	NP2135D	2010	Elgin	Pelican Sweeper	\$156,804.00	Road Maintenance	\$25,000.00

Department Name: VEHICLE MAINTENANCE

Surplus Item For Sale () or Disposal (X): Please Check one

Item: TIRE LIFTING EQUIPMENT Purchase Date (Estimated): UNKNOWN

Original Purchase Price (Estimated): \$ UNKNOWN

Usage of Item/General Comments: EQUIPMENT USED TO LIFT TIRES FOR TRUCKS AND EQUIPMENT.

THIS EQUIPMENT WAS PREVIOUSLY LISTED ON AUCTION 2 TIME WITH NO BIDS.

Is item currently usable/functional? Yes No X

Does the item have any value? Yes No X If yes, what is the estimated value:

Name of Individual Requesting Sale/Disposal: William Glover Title: FLEET MANAGER

Approved by Department Head: William Glover Date: 2/15/2022

Approved by Purchasing Agent: [Signature] Date: 2/22/2022

Approved by Mayor: [Signature] Date: 2/28/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Larson, Erik

From: Klous, William
Sent: Tuesday, February 15, 2022 12:52 PM
To: Larson, Erik
Subject: Surplus Disposal Forms
Attachments: surplus disposal form_tire lifts.pdf; surplus disposal form_444.pdf; surplus disposal form_field painter.pdf; surplus disposal form_red tag vehicle.pdf

Good afternoon Erik,

Attached for your review and approval are four (4) surplus disposal forms. One is for a Parks Dept Truck, #444, that is not repairable. One is for the tire lifting equipment that was used here in Vehicle Maintenance but is obsolete. We attempted to sell it at auction two time with no results. There is one for a red tag vehicle, a Toyota Corolla that has been here since last April and has been listed three (3) times at auction and not sold. Finally we have a surplus disposal form to sell four (4) field paint machines used by the parks department.

Any questions or comments do not hesitate to contact me.

Bill Klous
Fleet manager
City of Stamford
100 Magee Ave.
Stamford, Ct 06902
203-977-5520 (Office)
203-223-2599 (Cell)
wklous@stamfordct.gov

"Without us...you walk!"

Department Name: VEHICLE MAINTENANCE

Surplus Item For Sale (X) or Disposal (): Please Check one

Item: (4) GRACO FIELD LAZER PAINT MACHINES

Purchase Date (Estimated): UNKNOWN

Original Purchase Price (Estimated): \$ UNKNOWN

Usage of Item/General Comments: USED BY PARKS MAINTENANCE TO LINE FIELDS
SUCH AS BASEBALL, FOOTBALL ETC.
MACHINES N/W. PAST USEFUL LIFE

Is item currently usable/functional? Yes _____ No X

Does the item have any value? Yes X No _____ If yes, what is the estimated value: \$ 100 +/- EA

Name of Individual Requesting Sale/Disposal: William Kbus

Title: FLEET MANAGER

Approved by Department Head: 

Date: 2/15/2022

Approved by Purchasing Agent: 

Date: 2/25/2022

Approved by Mayor: 

Date: 2/28/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Larson, Erik

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203-223-2599 (Cell)
wklous@stamfordct.gov

"Without us...you walk!"

Department Name: VEHICLE MAINTENANCE

Surplus Item For Sale (X) or Disposal (): Please Check one

Item: 2008 FORD F-350 DUMP TRUCK # 444

Purchase Date (Estimated): 4/2/2008

Original Purchase Price (Estimated): \$ 32,813

Usage of Item/General Comments: VEHICLE IS WELL BEYOND IT'S USEFUL LIFE. VEHICLE
NEEDS EXCESSIVE REPAIRS THAT WOULD NO BE COST EFFECTIVE.

Is item currently usable/functional? Yes _____ No X

Does the item have any value? Yes X No _____ If yes, what is the estimated value: \$ 500 +/-

Name of Individual Requesting Sale/Disposal: William Kious

Title: FLEET MANAGER

Approved by Department Head: [Signature]

Date: 2/15/2022

Approved by Purchasing Agent: [Signature]

Date: 2/27/2022

Approved by Mayor: [Signature]

Date: 2/28/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Larson, Erik

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wklous@stamfordct.gov

"Without us...you walk!"

Department Name: VEHICLE MAINTENANCE

Surplus Item For Sale () or Disposal (x): Please Check one

Item: 2002 TOYOTA COROLLA (RED TAG VEHICLE)

Purchase Date (Estimated): UNKNOWN

Original Purchase Price (Estimated): \$ N/A

Usage of Item/General Comments: 2002 TOYOTA COROLLA (VIN # 1NXBR12EX2E607236)

THIS WAS AN ABANDON VEHICLE THAT WAS NEVER CLAIMED. IT WAS SENT TO
AUCTION THREE (3) SEPERATE TIMES W/ NO SALE - WANT TO SCRAP @ RUBINO'S

Is item currently usable/functional? Yes _____ No X

Does the item have any value? Yes _____ No X If yes, what is the estimated value: _____

Name of Individual Requesting Sale/Disposal: William Kious

Title: FLEET MANAGER

Approved by Department Head: William Kious

Date: 2/15/2022

Approved by Purchasing Agent: Erik J. Larson

Date: 2/27/2022

Approved by Mayor: [Signature]

Date: 2/28/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Larson, Erik

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203-223-2599 (Cell)
wklous@stamfordct.gov

"Without us...you walk!"

Department Name: Water Pollution Control Authority

Surplus Item For Sale ☒ or Disposal ☐: Please Check one

Item: 2005 Ford Explorer #72

Purchase Date (Estimated): 2006

Original Purchase Price (Estimated): \$ ~\$21,000

Usage of Item/General Comments: Due to age and the continuous need for repairs
the vehicle is no longer cost effective.

Is item currently usable/functional? Yes X No

Does the item have any value? Yes X No If yes, what is the estimated value: \$5,000

Name of Individual Requesting Sale/Disposal: Joe Sobotor Title: Mtce Control Clerk

Approved by Department Head: Rhudean Bull Date: 2/18/2022

Approved by Purchasing Agent: [Signature] Date: 2/27/2022

Approved by Mayor: [Signature] Date: 2/28/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Larson, Erik

From: Sobotor, Joseph
Sent: Friday, February 18, 2022 11:43 AM
To: Larson, Erik
Subject: Vehicles #300 and #72 for auction
Attachments: WPCA asset disposal - #300.pdf; WPCA asset disposal - #72.pdf

Hi Erik,
Please see attached. Will you let me know when it is approved to take to Bill Klous?

Thanks,
Joe
Stamford WPCA
203-977-4609

Department Name: Water Pollution Control Authority

Surplus Item For Sale ☒ or Disposal ☐: Please Check one

Item: 2006 Ford Taurus #300

Purchase Date (Estimated): 2007

Original Purchase Price (Estimated):\$~\$13,000

Usage of Item/General Comments: Due to age and the continuous need for repairs
the vehicle is no longer cost effective.

Is item currently usable/functional? Yes X No

Does the item have any value? Yes X No If yes, what is the estimated value: \$3,000

Name of Individual Requesting Sale/Disposal: Joe Sobotor

Title: Mtce Control Clerk

Approved by Department Head: Rhudean Bull

Date: 2/18/2022

Approved by Purchasing Agent: [Signature]

Date: 2/27/2022

Approved by Mayor: _____

Date: 2/28/22

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Larson, Erik

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Hi Erik,
Please see attached. Will you let me know when it is approved to take to Bill Klous?

Thanks,
Joe
Stamford WPCA
203-977-4609

Department Name: Terry Conners Rink

Surplus Item For Sale ☒ or Disposal ☐: Please Check one

Item: Olympia Millennial E Resurface Machine

Purchase Date (Estimated): 2013

Original Purchase Price (Estimated): \$ \$190K

Usage of Item/General Comments: Machine is 8 yrs old and at end of its useful life. The trade in value per the Ontario Recreation Facilities Assoc. is 25% of purchase price after 8 years. We are getting full trade in value.

It needs new batteries at \$20k in addition to other habitual electrical issues. Fix of such at dealer in Canada would cost \$2500 to transport. The \$45k takes the machine back as is at no cost to us. Our Fleet Manager has reviewed and he agrees that we need a new machine.

Is item currently usable/functional? Yes No X

Does the item have any value? Yes X No If yes, what is the estimated value: \$45K

Name of Individual Requesting Sale/Disposal: Ken Smith

Title: Rink Manager

Approved by Department Head: Laurie Albano

Date: 11/3/21

Approved by Purchasing Agent: [Signature]

Date: 11.3.2021

Approved by Mayor: [Signature]

Date: 11/3/21

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

MAYOR
DAVID R. MARTIN



CITY OF STAMFORD
OFFICE OF ADMINISTRATION
888 WASHINGTON BOULEVARD
P.O. BOX 10152
STAMFORD, CONNECTICUT 06904-2152

PURCHASING MANAGER
ERIK J. LARSON
Phone: (203) 977-4107
Email: elarson@stamfordct.gov

TO: David R. Martin, Mayor
FROM: Erik J. Larson, Purchasing Manager
DATE: November 1, 2021
RE: Disposal of Surplus City Property

Pursuant to Section 23-18.13 of the Purchasing Ordinance (Surplus Personal Property and Equipment), upon written approval of the Mayor, the Purchasing Agent may dispose of City surplus or unusable equipment.


In this regard, I am hereby requesting that you approve of the disposal of the Olympia Millennium E Ice Resurface Machine currently located with Terry Conners Ice Rink. According to the department there is a limited market for this type of equipment; a market that is further constrained by the condition of the machine. It would not be economical to attempt to repair the machine. The manufacturer/dealer has offered to buy back the machine.

If disposal of these items meets with your approval, please so acknowledge by signing the attached forms (or alternatively by signing below) and returning same to me.

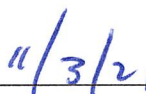
Thank you.

Items for disposal (See attached)

Disposal via re-sale to the manufacturer/dealer approved by Mayor David R. Martin:



David R. Martin, Mayor



Date

Department Name: Vehicle Maintenance

Surplus Item For Sale ☐ or Disposal ☐: Please Check one

Item: 2007 Ford F-350 Utility Truck

Purchase Date (Estimated): 6/2006

Original Purchase Price (Estimated):\$ 43,125

Usage of Item/General Comments: Request to transfer one (1) 2007 Ford F-350 utility truck to the Fire Department to be used as a plow truck and sander for all city fire stations.
Truck has been replaced and needs new body.

Is item currently usable/functional? Yes X No

Does the item have any value? Yes X No _____ If yes, what is the estimated value: \$1000.00

Name of Individual Requesting Sale/Disposal: **Bill Klous**

Title: Fleet manager

Approved by Department Head: _____

Date: _____

Approved by Purchasing Agent: W. C. [Signature]

Date: 10.26.2021

Approved by Mayor: 18 K. Mark

Date: 10/27/21

Upon completion of form by department personnel, please return to: Erik J. Larson, City Purchasing Agent.

Department Name: POLICE DEPARTMENT

Surplus Item for Sale ☒ or Disposal ☐: Please Check one

Item: SURPLUS/OBSOLETE VEHICLES Purchase Date (Estimated): _____

Original Purchase Price (Estimated): \$ UNKNOWN

Usage of Item/General Comments: SEE ATTACHED LIST OF SURPLUS /OBSOLETE VEHICLES

Is item currently usable/functional? Yes ☐ No ☒

Does the item have any value? Yes ☒ No ☐ If yes, what is the estimated value: AUCTION VALUE

Name of Individual Requesting Sale/Disposal: Jeffrey Dinnan Title: Fleet Supervisor

Approved by Department Head: _____ Date: 9/8/21

Approved by Purchasing Agent: _____ Date: 10.26.2021

Approved by Mayor: _____ Date: 10/27/21

Upon completion of form by department personnel, please return to: ERIK LARSON, City purchasing Agent.

**STAMFORD POLICE DEPARTMENT
SURPLUS/OBSELETE VEHICLES FOR AUCTION**

OCTOBER 8 2021

[illegible]