


TRANSMITTAL MEMORANDUM

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TO: The Honorable Mayor & City Council Initials: 

FROM: Lacey G. Simpson, Acting City Manager File #: MGR25-276

DATE: April 25, 2025 Mtg. #: 05/01/25 CAd

RE: **Disposition of Surplus and Unneeded Equipment via Online Auction Service**

The motion detailed below was prepared at the request of Public Works Contracts/Grants Manager Bob Diaz who asked that it be placed before the City Council for consideration at its meeting of May 1, 2025. If adopted, the motion provides for declaring the property listed in Exhibit A as surplus and authorizing disposal via an online auction service provider, pursuant to Ketchikan Municipal Code Section 3.12.070(b).

Section 3.12.070(b) of the Ketchikan Municipal Code provides for exempting the sale or other disposition of personal property when:

(B) No supplies, materials, equipment or other personal property of a value of more than \$2,000 other than scrap metal may be sold or otherwise disposed of until the council has declared, by motion or resolution, such property surplus, obsolete, unneeded, or that the transaction is otherwise in the best interest of the city.

As detailed in Mr. Diaz's transmittal memorandum, staff desires to utilize PublicSurplus.com, an online auction service provider made available to members of the Alaska Municipal League instead of via a traditional live auction administered by staff. In addition to reaching a larger audience, the use of PublicSurplus.com will require far less staff time, saving the City money. I concur with Mr. Diaz's recommendation.

A motion has been prepared for City Council consideration.

Recommended Motion:

Pursuant to Section 3.12.070(b) of the Ketchikan Municipal Code, I move the City Council declare the property identified in the Contract/Grants Administrator's April 21, 2025, report as surplus; and authorize the Acting City Manager to dispose of these items via PublicSurplus.com on behalf of the City Council.

PUBLIC WORKS / ENGINEERING DEPARTMENT
Seth Brakke, P.E., Public Works Director/Engineering Manager
Kara Jurczak, P.E., Assistant Public Works Director
Amanda Robinson, AIA, Assistant Public Works Director
Phone: 907.228.4727



MEMORANDUM

TO: Lacey Simpson, Acting City Manager

FROM: Bob Diaz, Contract/Grants Administrator

CC: Mitch Seaver, City Attorney
Michelle Johansen, Finance Director
Brock Hecla, IT Director
Shawn Hart, Acting Assistant City Manager

VIA: Seth Brakke, Public Works Director

DATE: April 21, 2025

SUBJECT: **Authorization to Sell or Dispose of Surplus, Obsolete or Unneeded Supplies, Materials, or Equipment – PublicSurplus.com**

The primary purpose of this memorandum is to pursue authorization from the City Council to sell or dispose of certain items with values in excess of \$2,000 that various departments have determined to be surplus, obsolete or unneeded. The secondary purpose of this memorandum is to inform the Council that Public Works is planning to use www.publicsurplus.com as an option to sell (by auction) surplus, obsolete or unneeded items to the public at large.

Declaration of Property as Surplus, Obsolete or Unneeded

Over the past several months, Public Works has compiled a list of items (see Exhibit A) from all City and Ketchikan Public Utility Departments that have been determined to be surplus, obsolete or unneeded AND could reasonably have a Fair Market Value in excess of \$2,000.

In order to sell or dispose of these items, City Council must first declare them as surplus, obsolete or unneeded per Ketchikan Municipal Code 3.12.070(b):

“No supplies, materials, equipment or other personal property of a value of more than \$2,000 other than scrap metal may be sold or otherwise disposed of until the council has declared, by motion or resolution, such

property surplus, obsolete, unneeded, or that the transaction is in the best interest of the city.”

Should Council declare these items as surplus, obsolete or unneeded, staff will then work, for those items designated to be sold, with PublicSurplus.com.

PublicSurplus.com

PublicSurplus.com is an online auction service provider, with whom the Alaska Municipal League (AML) has signed an agreement with, that will provide their services at a discount to AML members (Exhibit B). An example of an item on their website that was recently put up for auction is attached as Exhibit C.

Staff has evaluated PublicSurplus.com’s offerings and have determined that using this service would likely result in a net positive to the general public when compared to Public Work’s previous method for offloading surplus items via an Annual Live Auction. First and foremost, it would improve accessibility by increasing the number of people region wide that are able to view and participate in acquiring surplus goods and equipment, which should manifest itself in higher bids. Secondly, an Annual Live Auction requires a significant amount of staff time to plan and prepare; online auctions should diminish this time to the bare minimum. Also, it will also help keep transaction costs down on the back end in that PublicSurplus.com takes on the responsibility for collecting funds and getting them back to the seller.

And one more thing, the use of this site would be available to departments that have items that might still retain value or be useful but have a market value of less than \$2,000. Maximizing the return to the City for items in this cost range has been historically erratic and troublesome.

And finally, use of the site is 100% voluntary. If staff determines in six months that the results are not benefiting the community – we can pull the plug with no penalty.

A motion has been prepared for City Council consideration.

Recommended Motion:

Pursuant to Section 3.12.070(b) of the Ketchikan Municipal Code, I move the City Council declare the property identified herein as surplus, obsolete, or unneeded; and authorize the City Manager to sell or dispose of these items on behalf of the City Council.

Attachments:

Exhibit A – Table of Surplus, Obsolete or Unneeded Items

Exhibit B – AML Public Surplus Info

Exhibit C – Sample of an item being auctioned on PublicSurplus.com

**TABLE 1 - CITY PROPERTY THAT IS SURPLUS, OBSOLETE OR UNNEEDED,
FAIR MARKET VALUE \geq \$2000**

Description	Dept	Fair Market Value	Comments
2006 Dodge Sprinter Van	BM	\$ 9,500.00	~70k mi
2003 Ford F250 Utility	KPU-Elec	\$ 4,000.00	81,550 mi
2007 Chevy Colorado	KPU-Elec	\$ 3,000.00	88,839 mi
2009 Chevy Express G1500 Cargo Van	KPU-Telecom	\$ 12,000.00	59,122 mi
2008 Lite Trax Snow Machine 700 HS	KPU-Elec	\$ 2,500.00	107 hours
2006 Chevy Equinox	KPU-Telecom	\$ 3,000.00	33,821 mi
2006 Chevy 3500 Flatbed	PW-Streets	\$ 12,500.00	84,355 mi
1998 Austin Cooker	PW-Streets	\$ 10,000.00	Asphalt Reclamation
2006 Chevy Equinox	KPU-Telecom	\$ 2,000.00	18,218 mi
2006 Chevy Equinox	KPU-Telecom	\$ 2,000.00	36,555 mi
1999 International Vactor	PW-Streets	\$ 30,000.00	15,442 mi
2015 Ford Transit	KPU-Telecom	\$ 7,000.00	56,951 mi
2000 Chevy Blazer	KPU-Water	\$ 3,200.00	27,329 mi
1993 Clark Forklift	KPU-Telecom	\$ 2,000.00	Model GPX40, 16,000 hours
1992 Ingersoll Compressor	PW-Streets	\$ 2,000.00	776 hours
Detroit Diesel Allison Transmission MT653	PW-Garage	\$ 2,000.00	
Myers D65-20 Water Pump	PW-Garage	\$ 25,000.00	For old vactor
Total		\$ 131,700.00	

2006 Dodge Sprinter Van



Vehicle No. 52-500

FMV \$9500

City of Ketchikan

April 15, 2025

2003 Ford F250 Utility Truck



Vehicle No. 185-62

FMV \$4000

City of Ketchikan

April 15, 2025

2007 Chevy Colorado



Vehicle No. 185-86

FMV \$3000

City of Ketchikan

April 15, 2025

2009 Chevy Express G1500 Cargo Van



Vehicle No. 185-89

FMV \$12,000

City of Ketchikan

April 15, 2025

2008 Lite Trax Snow Machine



Vehicle No. 183-59
FMV \$2500

City of Ketchikan

April 15, 2025

2006 Chevy Equinox



Vehicle No. 185-54

FMV \$3000

City of Ketchikan

April 15, 2025

2006 Chevy 3500 Flatbed



Vehicle No. 52-291

FMV \$12,500

City of Ketchikan

April 15, 2025

1998 Austin Cooker



Vehicle No. 52-429
FMV \$10,000

City of Ketchikan



April 15, 2025

2006 Chevy Equinox



Vehicle No. 185-81

FMV \$2000

City of Ketchikan

April 15, 2025

2006 Chevy Equinox



Vehicle No. 185-83

FMV \$2000

City of Ketchikan

April 15, 2025

1999 International Vactor



Vehicle No. 52-266

FMV \$30,000

City of Ketchikan

April 15, 2025

2015 Ford Transit



Vehicle No. 186-10

FMV \$7000

City of Ketchikan

April 15, 2025

2000 Chevy Blazer



Vehicle No. 185-46

FMV \$3200

City of Ketchikan

April 15, 2025

1993 Clark Forklift



Vehicle No. 183-36

FMV \$2000

City of Ketchikan

April 15, 2025

1992 Ingersoll Compressor



Asset No. 52-451

FMV \$2000

City of Ketchikan

April 15, 2025

Detroit Diesel Allison Transmission MT653



FMV \$2000

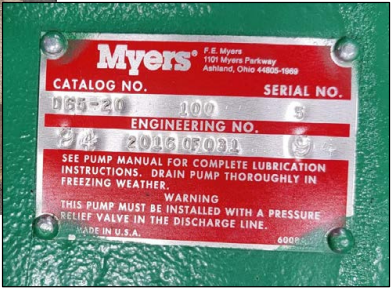
City of Ketchikan

April 15, 2025

Myers D65-20 Water Pump



FMV \$25,000



City of Ketchikan

April 15, 2025



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Member of the National League of Cities and the National Association of Counties

Public Surplus: Empowering Municipal Asset Management

Public Surplus is a comprehensive online auction platform tailored for public agencies, including cities and municipalities, to efficiently manage and dispose of surplus assets. The services provided by Public Surplus encompass:

- **Online Auctions:** Facilitating the sale of surplus items such as vehicles, equipment, and office supplies through an accessible online marketplace.
- **Asset Management:** Offering tools to track and manage surplus assets, ensuring transparency and accountability in the disposal process.
- **Buyer Outreach:** Connecting agencies with a broad network of potential buyers, maximizing returns on surplus items.
- **Compliance Support:** Assisting in adherence to relevant regulations and policies governing the disposal of public assets.

Partnership Between AML and Public Surplus

The Alaska Municipal League has entered into an agreement with Public Surplus, designating it as a shared services provider for its members. This collaboration follows a thorough evaluation of Public Surplus's offerings and aligns with similar partnerships Public Surplus maintains with various State Municipal Leagues nationwide.

Benefits to AML Members

As a result of this agreement, AML members are entitled to reduced seller fees, which saves them money when disposing of surplus assets. Additionally, Public Surplus provides a rebate to AML based on member activity, offering a financial advantage to both AML and its members in a mutually beneficial relationship. If using public surplus without being in the AML pool, members will pay a 10.5% buyer's premium. When using public surplus through AML's partnership, members will receive a .5% reduction in fees, which can be useful when disposing of heavy equipment and items with higher sales prices.

Conclusion

This partnership exemplifies a win-win scenario, enhancing the asset management capabilities of AML members while securing financial benefits for the league. By leveraging Public Surplus's expertise and platform, AML members can optimize their surplus asset disposition processes, ensuring efficiency, compliance, and increased returns.

Grant Opportunities - Alaska Fe
Tribal Energy Development Cap
Rural Economic Development L
PIS Public Surplus: Government Sur

https://www.publicsurplus.com/sms/browse/home

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Furniture
Heavy Equipment
Heavy Equipment Parts
Housewares
Industrial Equipment
Jewelry
Marine
Medical
Motor Pool
Motor Pool Parts
Music and Arts
Office Equipment
Outdoor Equipment
Real Estate
School Supplies
Scrap

Register to become part of Public Surplus
Click the button below to become a buyer, or **Contact Us** for more information.

Register

Looking for a specific item?
Let us help you find what you are looking for.

Search

☐ Filtered Search

Browse auctions within area

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Select Agency ▶

Featured Auctions

<p>#3747228 - VIKING RANGE Price: \$2,400.00 Ends: 7 days 2 hours</p>	<p>#3742947 - HPE MSA 2040 SAN (Storage Area) Price: \$200.00 Ends: 1 day 6 hours</p>	<p>#3686134 - Dump Truck & Sander Price: \$2,500.00 Ends: 29 days 7 hours</p>	<p>#3750243 - VARIOUS TYPES, GRADES & WEIG... Price: \$60,000.00 Ends: 3 days 0 hours</p>	<p>#3746867 - 2006 Sterling SC-8000 Cab and Chassis Price: \$315.00 Ends: 6 days 23 hours</p>	<p>#3744234 - 2020 CHEVY TAHOE 4x2 4DR SUV Price: \$5,150.00 Ends: 6 days 6 hours</p>	<p>#3745674 - H- 2003 71 Passenger Blue Bird Bus Price: \$2,500.00 Ends: 6 days 1 hour</p>	<p>#3750998 - IPADS, LAPTOPS, THINK CENTRE, MONITORS... Price: \$1,000.00 Ends: 9 days 2 hours</p>	<p>#3743372 - 1987 Humvee Price: \$8,400.00 Ends: 1 day 1 hour</p>	<p>#3746080 - 2018 Ventrac 4500P with lots of Price: \$9,975.00 Ends: 7 days 21 hours</p>
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Most Active Auctions

<p>#3749332 - 2016 Chevrolet Silverado 1500 Price: \$2,025.00 Ends: 2 days 1 hour</p>	<p>#3744368 - 2002 GMC Sierra 1500 Price: \$800.00 Ends: 2 days 3 hours</p>	<p>#3737891 - Greenhouse frame Price: \$535.00 Ends: 4 days 2 hours</p>	<p>#3744898 - 2016 Exmark Mower Price: \$560.00 Ends: 2 days 23 hours</p>	<p>#3682458 - (#382) New Holland Excavator - 2549 Price: \$5,400.00 Ends: 3 days 3 hours</p>	<p>#3745698 - 2025000092 - 2020 CHEVROLET SIL Price: \$8,600.00 Ends: 21 hours 10 mins</p>	<p>#3745530 - Used 2009 Prius Price: \$2,225.00 Ends: 3 days 3 hours</p>	<p>#3747208 - 2010 Toyota Tacoma Prerunner Acc... Price: \$8,500.00 Ends: 7 days 1 hour</p>	<p>#3734996 - CNG refueling station Price: \$1,600.00 Ends: 6 days 4 hours</p>	<p>#3740074 - 2008 Ford F-350 Super Duty - 6465 Price: \$3,400.00 Ends: 1 hour 10 mins</p>
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Most Watched Auctions

Public Surplus®

English Theme Responsive

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Auction #3722190 - Medical Wipe Warming Cabinet -located in Juneau, AK

Time Left: 11 days 1 hour

City and Borough of JUNEAU
ALASKA CAPITAL CITY

[View City & Borough of Juneau Auctions]
[View Terms and Conditions]


Auction Started
Mar 4, 2025 03:18 PM MST
Auction Ends
Mar 18, 2025 05:00 PM MDT
This auction might extend

Pick-up Location
Bartlett Regional Hospital
[3260 Hospital Drive
Juneau, AK 99801]

Auction Contact
Please login to view contact

Payment
Visa, MasterCard, Discover
Online CC Payment Less than
or equal to \$4,000.00

Shipping
Buyer must pickup item(s)



Bid on Item Region: AK

[?] How to place a bid

High Bidder
of Bids **No Bids**
Opening Price: **\$5.00**
Increment: \$0.50
Minimum bid: \$5.00
Your proxy bid: \$
Currency: USD
Bid Deposit: May Apply
Submit

Remember - this bid is the same as a contract. Only bid on item(s) that you are serious about buying. If you win the bid, you are legally bound by contract to purchase the item(s).

Questions [View/Ask]
You can ask the seller questions about this auction after you login.

Add to Watch List

f x e p

Fig 1 – Screen Shot of an item currently available for auction on PublicSurplus.com

Description

Condition: POOR

This auction is for a SAGE 'brand' Medical Wipe Warming Cabinet. This unit is used and is being sold AS-IS // WHERE-IS.

It will need to be picked up from its current location by the winning bidder. Or if planning to ship bidders must make all arrangements and pay all handling and shipping charges which will be in addition to the winning bid price.

ITEM DESCRIPTION: Two door Sage brand medical wipe warming cabinet.

BRAND NAME AND MODEL NUMBER: Sage brand Model 7938 - See Photo for more details.

MEASUREMENTS: 27Wx18Hx14D

PUBLIC VIEWING HOURS: M-F 8AM TO 4PM - Call or email the main auction contact to set up a time to view this item. This item is located in Juneau, Alaska. Important note if bidding outside of Juneau, Alaska:

Bidders are 100% responsible for packaging and arranging transport of the auction item and this will be a separate added expense.

Juneau is an isolated community. All items must be shipped by air or sea (barge). If you intend to bid on an item and ship out of Juneau, bidders are highly encouraged to obtain a shipping quote prior to submitting your bid as no auction refund will be given for this item.

See the City & Borough of Juneau Public Surplus Terms & Conditions regarding payment, pick-Up and Removal Procedures prior to placing your bid.

Fig 2 – Seller can uniquely customize a description for each item.

Standard Disclaimer for City and Borough of Juneau, AK (CBJ or City):

All sales are final. Property is sold as is, where is. Unless prior arrangements are made, buyer must remove auction item(s) from City premises within 5 business days of Public Surplus' emailed payment receipt. Successful bidder will be responsible for arranging pick-up or shipment of item(s) and all associated costs. Pick-up is by appointment only. Payment receipt and proper ID must be presented at time of pick-up or item(s) will not be released.

PayMac, a third-party payment processing company receives and processes ALL payments for the CBJ via credit cards or wire transfers only. Payment for an awarded item must be received within 5 business days of close of auction.

A Buyers Premium of 10% will be added to the final sale price with a \$1 minimum charge per auction for payment collections. This premium will be visible during the bidding process and added to the total bid. A bid deposit may be required on higher value items to ensure fairness and equity to all buyers as a way to decrease default bidding.

The CBJ reserves the right to reject any and all bids, to block or ban bidders who abandon awarded property or refuse to pay for an item, or to withdraw an item from sale at any time.

Currently Dutch Auctions are not supported with the Public Surplus Buyer's App. and must be bid on through an internet browser.

*See the CBJ Public Terms & Conditions for a complete list of all terms that apply.

Fig 3 – Another location on the page with additional information for potential bidders.