

COUNCIL MEETING AGENDA REQUEST FORM

COUNCIL MEETING DATE: March 26, 2024

SUBJECT/REASON FOR AGENDA ITEM: _____

Temporarily Alcohol Permit Waiver | Open Container Law Waiver

Other: _____

Please be specific about the reason to be on the agenda.

Introduction of an ordinance to declare as surplus and authorize the sale of the items listed below to sell on Govdeal.com

- 1. MODEL# CME506AS-1D ICE MAKER
- 2. MODEL# CME506AS-1D ICE MAKER – NO BOTTOM
- 3. MODEL# 583810-11D SCOTSMAN ICE MAKER
- 4. SCOTSMAN ICE MAKER
- 5. MODEL 6720LV 5525 UT 2008 JD TRACTOR WITH CUTTER
- 6. MODEL L2225 2010 KUBOTA TRACTOR WITH WOODS FINISH MOWER
- 7. 4 - CYLINDER DIESEL WANKESHA ENGINE
- 8. 6 - CYLINDER DIESEL WANKESHA ENGINE WITH DIESEL TANK
- 9. DODGE GEAR REDUCTION BOX PART#248280
- 10. HONDA CONCRETE SAW
- 11. 3" WB30XT PUMP (IN PIECES)
- 12. 2" WB20XT PUMP
- 13. 3" SAND PIPE OR PUMP
- 14. NUMEROUS (6 -55 GALLON DRUM FULL) BRASS WATER METERS
- 15. SCRAP IRON UNDETERMINED AMOUNT OF FIRE HYDRANTS, METER BOXES, BROKE CI PIPES, REPAIR COUPLINGS, VALVES, SEWER RISER RINGS
- 16. 2005 JD UTV 4X4
- 17. 14 SETS METAL CLOTHING LOCKERS
- 18. UNIT 975 2013 FORD EXPLORER
- 19. UNIT 845 2011 CHEVY TAHOE
- 20. UNIT 977 2012 CHEVY TAHOE
- 21. Unit 566 2004 HME 1871-P2 PUMPER FIRE TRUCK

Requested By: Purchasing

NAME: Lacy Landrum

ADDRESS _____

PHONE # _____ CELL PHONE: _____

EMAIL: _____ FAX: _____

Please note that the Hammond City Council meets the Second and Fourth Tuesday of the Month at 5:30pm, 312 East Charles Street, Hammond, LA 70401, All requests have to be submitted to the City Council Clerk by the Wednesday prior of the meeting no later than 4:30pm, All requests can be submitted electronically to cockerham_la@hammond.org or fax (985) 277-5611. If you have any questions please call (985) 277-5610

BELOW TO BE FILLED OUT BY COUNCIL CLERK

DATE RECEIVED: _____ TIME RECEIVED: _____

Council Clerk: Lisa Cockerham Agenda Item Number _____

Approved: _____ (Yes) _____ (No)

Remarks:

Kip Andrews -Council President

Lisa Cockerham

Date

**City of Hammond Purchasing Department
Surplus/Transfer Request Form
[Use a Separate Form for Different Dispositions]**

| I. | | | |
|--|--|--|-------------|
| Department Name: <u>Recreation Department</u> | Date: <u>08/24/2023</u> | | |
| Approved By: <u>Desire Doty</u> | Fax: <u>985-277-5907</u> Ext.: <u>5901</u> | | |
| Requested Disposition: | | | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | | |
| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
| <u>Model #</u> <u>CMES06AS-10</u> | <u>Ice Maker</u> | <u>601 West Coleman</u> <u>Ave Hammond LA 70403</u> | <u>POOR</u> |

| | |
|---|-------|
| II. | |
| THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|---|------------------------------|----------------------|
| III. ATTENTION: | | |
| DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>[Signature]</u> | Dept Name: <u>Recreation</u> | Date: <u>8/28/23</u> |
| Received By: <u>[Signature]</u> | Dept Name: <u>Purchasing</u> | Date: <u>8/30/23</u> |
| Completed By: <u>[Signature]</u> | Dept Name: <u>Purchasing</u> | Date: <u>8/30/23</u> |



Vivian Mcgee <mcgee_vc@hammond.org>

Recreation Dept Ice Makers Surplus

1 message

Christiano Mouswaswa <mouswaswa_cn@hammond.org>

Thu, Aug 24, 2023 at 11:41 AM

To: Jana Thurman <thurman_je@hammond.org>

Cc: Vivian Mcgee <mcgee_vc@hammond.org>, Desiree Dotey <dotey_dm@hammond.org>

Good morning,

Please see the attached document. We are putting four ice makers in surplus. These ice makers are in very poor condition and do not work.

Let me know if you have any questions.

Thank you,

--

Chris Mouswaswa

Recreation Assistant Director

City of Hammond Recreation Department

Office: (985) 277-5908

Fax: (985) 277-5907

Mouswaswa_cn@hammond.org

 **20230824113606.pdf**
288K



no better for the top

**City of Hammond Purchasing Department
Surplus/Transfer Request Form
[Use a Separate Form for Different Dispositions]**

| | |
|--|--|
| I. | |
| Department Name: <u>Recreation Dept</u> | Date: <u>08/24/2023</u> |
| Approved By: <u>Deyra Doty</u> | Fax: <u>985-777-5907</u> Ext.: <u>5901</u> |
| Requested Disposition: | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | |

| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
|------------------------|-------------------------|--|-----------|
| MODEL # CMES06AS-1D | ICE MAKER | 601 West Coleman Ave Hammond LA 70403 | POOR |

| | |
|---|-------|
| II. | |
| THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|--|------------------------------|----------------------|
| III. ATTENTION: | | |
| DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>D Doty</u> | Dept Name: <u>Recreation</u> | Date: <u>8/28/23</u> |
| Received By: <u>W M Bee</u> | Dept Name: <u>Purchasing</u> | Date: <u>8/30/23</u> |
| Completed By: <u>W M Bee</u> | Dept Name: <u>Purchasing</u> | Date: <u>8/30/23</u> |

Please sign

City of Hammond Purchasing Department
Surplus/Transfer Request Form
 [Use a Separate Form for Different Dispositions]

| | |
|--|--|
| I. | |
| Department Name: <u>Recreation Dept</u> | Date: <u>08/24/23</u> |
| Approved By: <u>Desire Doty</u> | Fax: <u>985-272-5907</u> Ext.: <u>5901</u> |
| Requested Disposition: | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | |

| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
|-------------------|-------------------------------|--|--------------|
| <u>6827</u> | <u>Slotsman ice maker</u> | <u>601 W. Colchun Ave Hammond LA 70423</u> | <u>POO ✓</u> |
| <u>583810-11D</u> | | | |

| | |
|---|-------|
| II. | |
| THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|--|------------------------------|----------------------|
| III. ATTENTION: | | |
| DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>[Signature]</u> | Dept Name: <u>Recreation</u> | Date: <u>8/28/23</u> |
| Received By: <u>[Signature]</u> | Dept Name: <u>Purchasing</u> | Date: <u>8/30/23</u> |
| Completed By: <u>[Signature]</u> | Dept Name: <u>Purchasing</u> | Date: <u>8/30/23</u> |



**City of Hammond Purchasing Department
Surplus/Transfer Request Form
[Use a Separate Form for Different Dispositions]**

| I. | | | |
|--|------------------------------|--|-----------|
| Department Name: Recreation Dept | Date: 08/24/23 | | |
| Approved By: Desire Doty | Fax: 985-277-5507 Ext.: 5901 | | |
| Requested Disposition: | | | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | | |
| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
| 8338 | Scotsman Ice Maker | 601 W. Colchun Ave Hammond LA 70402 | Poor |

| | |
|---|-------|
| II. | |
| THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|--|-----------------------|---------------|
| III. ATTENTION: | | |
| DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <i>[Signature]</i> | Dept Name: Recreation | Date: 8/28/23 |
| Received By: <i>[Signature]</i> | Dept Name: Purchasing | Date: 8/30/23 |
| Completed By: <i>[Signature]</i> | Dept Name: Purchasing | Date: 8/30/23 |



**City of Hammond Purchasing Department
Surplus/Transfer Request Form**
[Use a Separate Form for Different Dispositions]

I.
 Department Name: Park + Grounds Date: 8/28/23
 Approved By: James Lad Fax: 5 Ext.: 5977
 Requested Disposition:
 Surplus item(s) to City of Hammond Property Control
 Department wishes to keep item(s) & dismantle for parts to repair like equipment.
 Transfer tagged property to _____ Dept*
 New Location: _____

NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED.

| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
|---------------------------------|---|---|--|
| <u>UNIT # 800</u> <u>790</u> | <u>6720LV 5525</u> <u>John Deere</u> <u>LV 5525 R454351</u> | <u>190 E Maintenance</u> <u>Shop</u> | <u>Bad</u> <u>Transmission</u> <u>Poor (Crank)</u> <u>15K to Repair</u> <u>Want more</u> |

II.
 THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF

Form Received By Property Control _____ Date: _____

To be transported by Physical Plant to PC Surplus
 To be transferred to another dept as indicated
 None/Property delivered with form by department
 Authorization for dept to cannibalize for parts

Authorized By Property Control: _____ Date: _____

III. ATTENTION:
 DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED

| | | |
|-------------------------------|----------------------------------|----------------------|
| Released By: <u>James Lad</u> | Dept Name: <u>Park + Grounds</u> | Date: _____ |
| Received By: <u>WMB</u> | Dept Name: <u>Purchasing</u> | Date: <u>9/11/23</u> |
| Completed By: <u>WMB</u> | Dept Name: <u>Purchasing</u> | Date: <u>9/11/23</u> |



1

**City of Hammond Purchasing Department
Surplus/Transfer Request Form**
[Use a Separate Form for Different Dispositions]

| | | |
|--|------|----------------------|
| I. Department Name: <u>Parks & Grounds</u> | | Date: <u>8/28/23</u> |
| Approved By: <u>James a Led</u> | Fax: | Ext.: <u>5977</u> |
| Requested Disposition: | | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | |

| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
|-----------------------------|--------------------------------------|-------------------------------|---------------------|
| <u>2010 Kubota unit 865</u> | <u>5085T L3940H5TC-1 model L2225</u> | <u>190 E Maintenance Shop</u> | <u>will not Run</u> |

| | |
|---|-------|
| II. THIS SECTION TO BE COPMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|---|---------------------------------------|----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>J. Led</u> | Dept Name: <u>Parks & Grounds</u> | Date: |
| Received By: <u>W. M. Bee</u> | Dept Name: <u>Purchasing</u> | Date: <u>9/11/23</u> |
| Completed By: <u>W. M. Bee</u> | Dept Name: <u>Purchasing</u> | Date: <u>9/11/23</u> |



**City of Hammond Purchasing Department
Surplus/Transfer Request Form**
[Use a Separate Form for Different Dispositions]

| | |
|--|----------------------|
| I. Department Name: <u>Parks & Grounds</u> | Date: <u>8/28/23</u> |
| Approved By: <u>James a Ladd</u> Fax: _____ | Ext.: <u>5977</u> |
| Requested Disposition: | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | |

| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
|----------------------------|--------------------------------|-------------------------------|-------------|
| <u>Woods Finish Mowers</u> | <u>PPD 8400 SN 1143017</u> | <u>190 E Maintenance Shop</u> | <u>Good</u> |

| | |
|---|-------|
| II. THIS SECTION TO BE COPMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|--|---------------------------------------|----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>J Ladd</u> | Dept Name: <u>Parks & Grounds</u> | Date: _____ |
| Received By: <u>WCM</u> | Dept Name: <u>Purchasing</u> | Date: <u>9/11/23</u> |
| Completed By: <u>WCM</u> | Dept Name: <u>Purchasing</u> | Date: <u>9/11/23</u> |



**City of Hammond Purchasing Department
Surplus/Transfer Request Form
[Use a Separate Form for Different Dispositions]**

| I. Department Name: <u>Water & Sewer</u> | | Date: <u>12-11-23</u> | |
|--|--|----------------------------------|-------------|
| Approved By: <u>G. Palermo</u> | Fax: <u>5955</u> | Ext.: <u>5951</u> | |
| Requested Disposition: <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | | |
| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
| <u>N/A</u> | <u>4-Cylinder Diesel Waukesha Engine</u> | <u>Surplus yard 190 yard</u> | <u>Fair</u> |

| | |
|---|-------|
| II. THIS SECTION TO BE COPMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|--|-------------------------------------|-----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>Guy Palermo</u> | Dept Name: <u>Water & Sewer</u> | Date: <u>12-13-23</u> |
| Received By; | Dept Name: | Date: |
| Completed By: | Dept Name: | Date: |









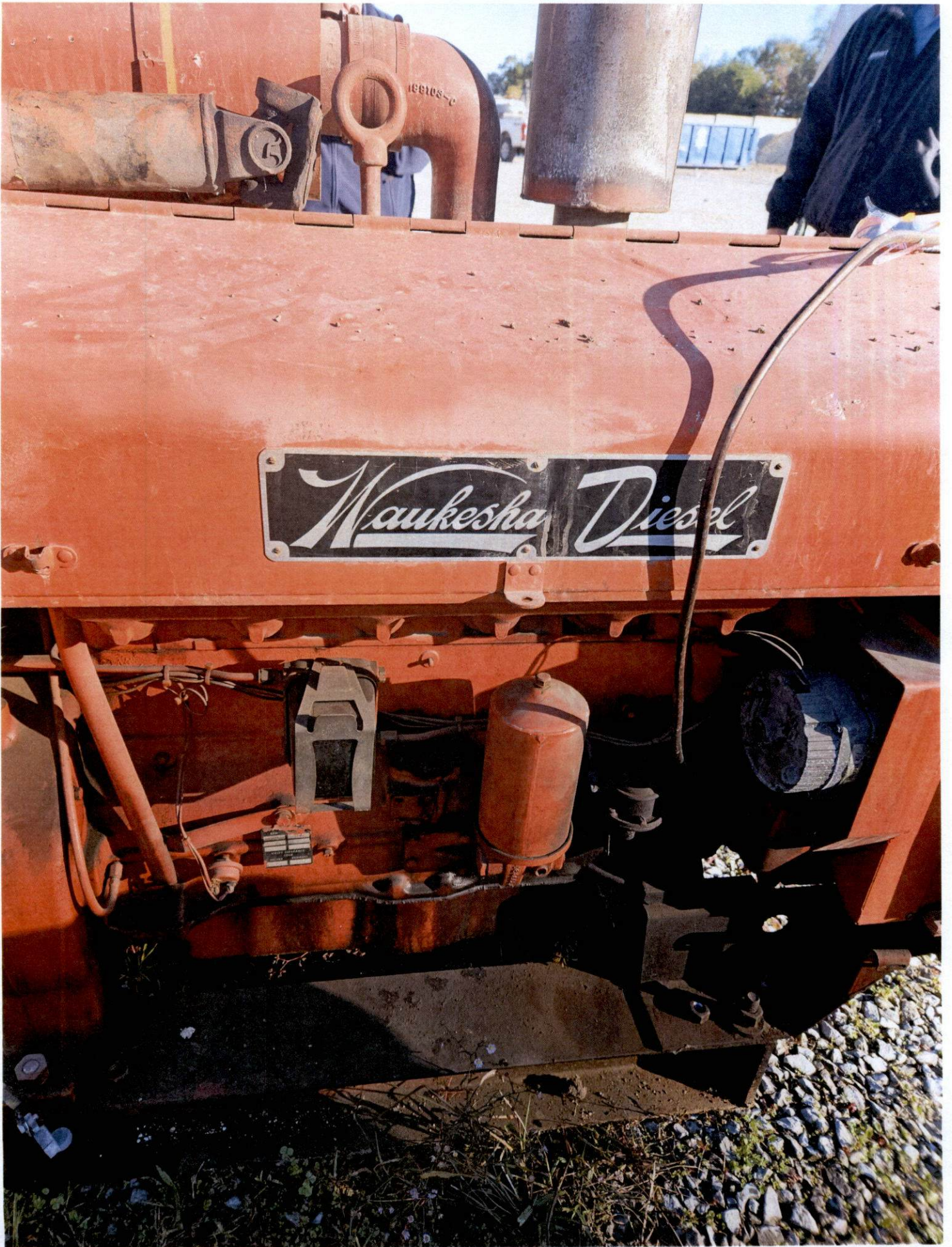
Waukesha
GENUINE PARTS
CAUTION
USE ONLY GENUINE WAUKESHA
FULL FLOW FILTER ELEMENTS

**City of Hammond Purchasing Department
Surplus/Transfer Request Form
[Use a Separate Form for Different Dispositions]**

| I. Department Name: <u>Water & Sewer</u> | | Date: <u>12-11-23</u> | |
|--|--|------------------------------|-------------|
| Approved By: <u>G. Palomro</u> | Fax: <u>5955</u> | Ext.: <u>5951</u> | |
| Requested Disposition: <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | | |
| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
| <u>N/A</u> | <u>6-cylinder Diesel Waukesha Engine</u> | <u>Surplus yard 190 yard</u> | <u>Fair</u> |

| | |
|---|-------|
| II. THIS SECTION TO BE COPMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|--|-------------------------------------|-----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>Guy Palomro</u> | Dept Name: <u>Water & Sewer</u> | Date: <u>12-13-23</u> |
| Received By: <u>VCMB</u> | Dept Name: <u>Purchasing</u> | Date: <u>12-13-23</u> |
| Completed By: <u>VCMB</u> | Dept Name: <u>Purchasing</u> | Date: <u>12-13-23</u> |





WAUKESHA

122

SPEC. NO.

934



MODEL NO.

101195

101195

(SPECIFICATION NO. MUST BE GIVEN WHEN ORDERING PARTS)

IMPORTANT: WHEN CLUTCH IS DISENGAGED THE HAND LEVER MUST FALL BACK OF VERTICAL POSITION. IF CLUTCH DOES NOT PULL, HEATS, OR OPERATING LEVER JUMPS OUT, ADJUSTMENT IS NECESSARY.

ADJUSTMENT: REMOVE THIS PLATE, DISENGAGE LOCKING PIN AND TURN ADJUSTING RING OR YOKE CLOCKWISE TO HAVE **60 TO 78 LBS.** FORCE AT **13.6 IN.** ON LEVER TO ENGAGE CLUTCH. NEW CLUTCH DISCS REQUIRE SEVERAL ADJUSTMENTS FOR WEAR IN.

LUBRICATION:

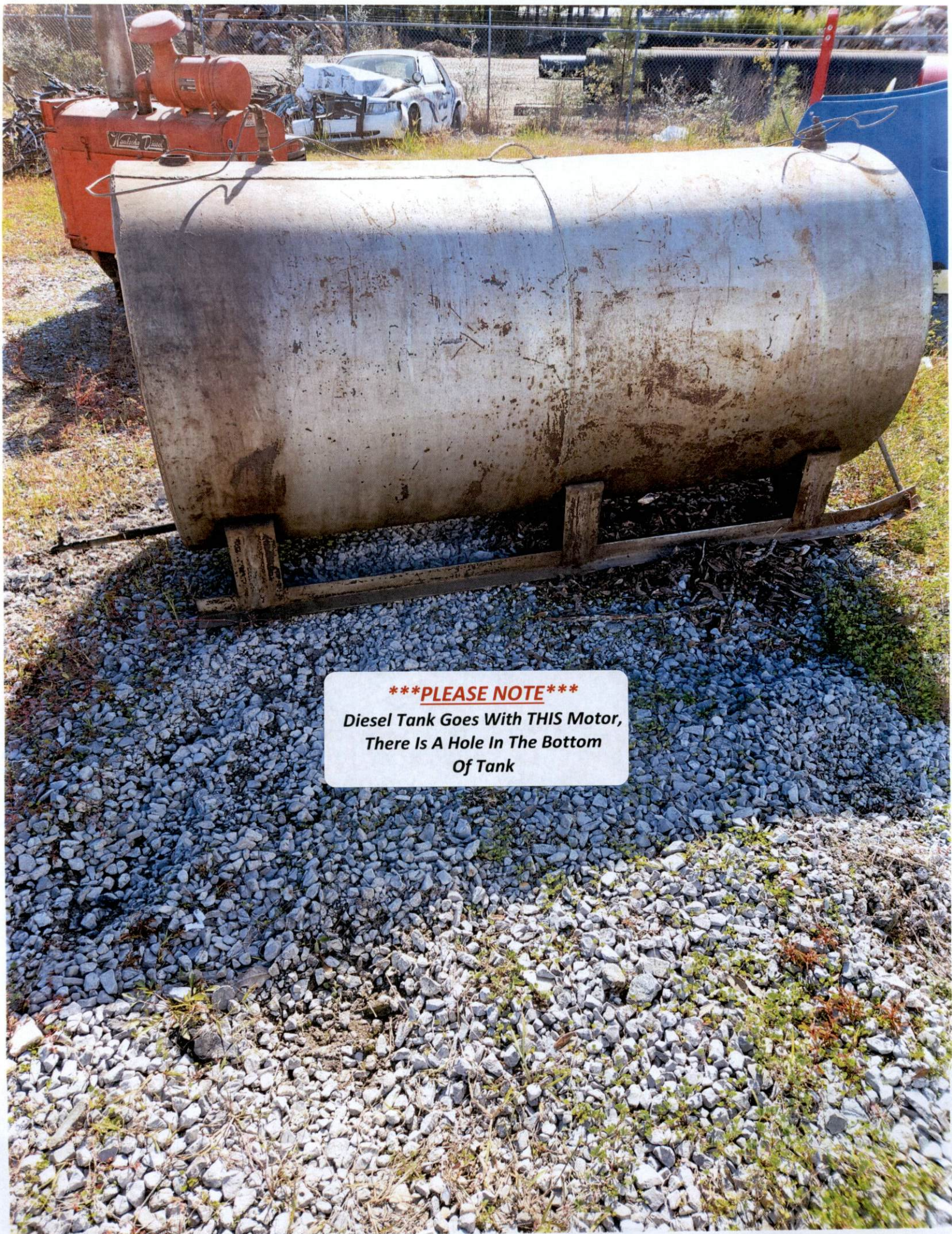
APPLY A GOOD GRADE NO. 2 LITHIUM BASE GREASE. **EVERY 10 HOURS OF OPERATION.** TO CLUTCH APPLY BEARING. **EVERY 100 HOURS OF OPERATION.** TO ANTI-FRICTION BEARINGS.

MADE IN U.S.A.

MADE IN

ILLINOIS

1915



*****PLEASE NOTE*****
Diesel Tank Goes With THIS Motor,
There Is A Hole In The Bottom
Of Tank

**City of Hammond Purchasing Department
Surplus/Transfer Request Form
[Use a Separate Form for Different Dispositions]**

| | | |
|--|------------------|-----------------------|
| I. Department Name: <u>Water & Sewer</u> | | Date: <u>12-13-23</u> |
| Approved By: <u>Guy P</u> | Fax: <u>5955</u> | Ext.: <u>5951</u> |
| Requested Disposition: <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | |

| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
|------------|---------------------------------|----------------------------------|-------------|
| <u>NA</u> | <u>Dodge Gear Reduction Box</u> | <u>Surplus yard 190 yard</u> | <u>GOOD</u> |
| | | <u>Never been used</u> | |

| | |
|---|-------|
| II. THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|--|-------------------------------------|-----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>Guy Palomo</u> | Dept Name: <u>Water & Sewer</u> | Date: <u>12-13-23</u> |
| Received By: <u>[Signature]</u> | Dept Name: <u>Purchasing</u> | Date: <u>12-13-23</u> |
| Completed By: <u>[Signature]</u> | Dept Name: <u>Purchasing</u> | Date: <u>12-13-23</u> |



DODGE[®]

SIZE

TXT825T

PART
NUMBER

248280

TORQUE-ARM SPEED REDUCER

CLASS I RATING

92.5

HP AT

2216

RPM

24.62

MAXIMUM INPUT SPEED

2216

RPM

RATIO



PATENTED-1971
CANADA-877024
U.S.A.-3590652

DODGE
RELIANCE ELECTRIC



OIL QUANTITY PO
DRAIN, FLUSH,
REFILL WITH N
OF OPERATION
FREQUENTLY.

RPM

25:1-UP TO 45RPM

15:1-UP TO 75RPM

9:1-UP TO 120RPM

25:1-48RPM AND UP

15:1-78RPM AND UP

9:1-120RPM AND UP

5:1-90 TO 400RPM

**City of Hammond Purchasing Department
Surplus/Transfer Request Form**
[Use a Separate Form for Different Dispositions]

| I. Department Name: <u>WATER</u> | | Date: <u>6-28-23</u> | |
|--|-------------------------|----------------------|---------------------------|
| Approved By: <u>Guy Palermo</u> | Fax: <u>5959</u> | Ext.: <u>5961</u> | |
| Requested Disposition: | | | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | | |
| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
| | <u>3' wD 30xT</u> | <u>190 SHOP</u> | <u>IN PIECES POOR</u> |

| | |
|---|-------|
| II. THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|---|------------------------------|----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>Guy Palermo</u> | Dept Name: <u>Water</u> | Date: <u>6-29-23</u> |
| Received By: <u>[Signature]</u> | Dept Name: <u>Purchasing</u> | Date: |
| Completed By: <u>[Signature]</u> | Dept Name: <u>Purchasing</u> | Date: |

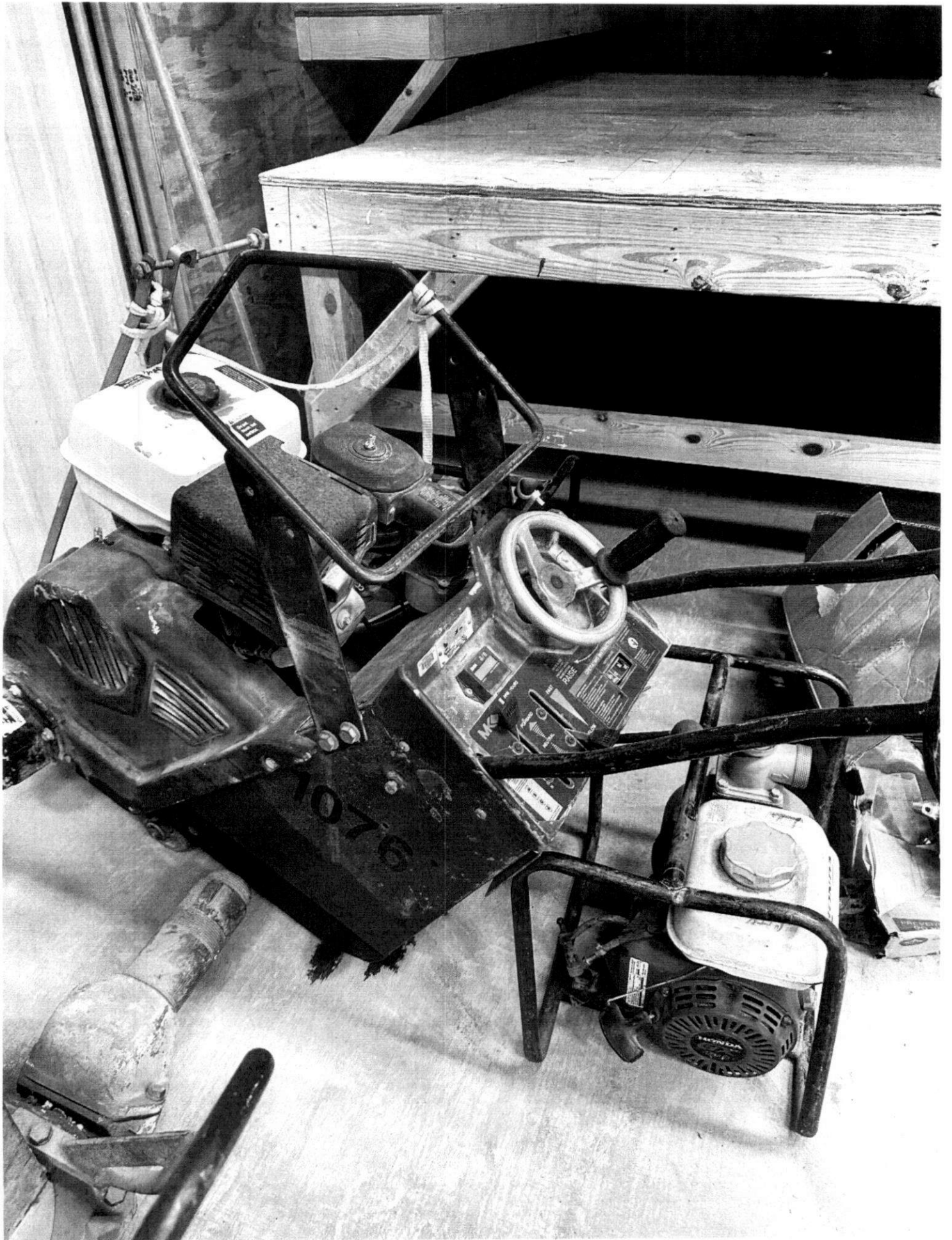


**City of Hammond Purchasing Department
Surplus/Transfer Request Form**
[Use a Separate Form for Different Dispositions]

| I. Department Name: <u>WATER</u> | | Date: <u>7-7-23</u> | |
|--|---------------------------|---------------------|-------------|
| Approved By: <u>Guy Palermo</u> | Fax: <u>5959</u> | Ext.: <u>5961</u> | |
| Requested Disposition: <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | | |
| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
| <u>7063</u> | <u>HONDA CONCRETE SAW</u> | <u>1905 HWY</u> | <u>POOR</u> |

| | |
|---|-------|
| II. THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|---|-------------------------------------|-----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>Guy Palermo</u> | Dept Name: <u>Water & Sewer</u> | Date: <u>07-07-23</u> |
| Received By: <u>[Signature]</u> | Dept Name: <u>Purchasing</u> | Date: |
| Completed By: <u>[Signature]</u> | Dept Name: <u>Purchasing</u> | Date: |



**City of Hammond Purchasing Department
Surplus/Transfer Request Form**
[Use a Separate Form for Different Dispositions]

| | | |
|-------------------------------------|------|----------------------|
| I. Department Name: <u>WATER</u> | | Date: <u>6-28-23</u> |
| Approved By: <u>Guy Palermo</u> | Fax: | Ext.: |

Requested Disposition:

Surplus item(s) to City of Hammond Property Control
 Department wishes to keep item(s) & dismantle for parts to repair like equipment.
 Transfer tagged property to _____ Dept*
 New Location: _____

NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED.

| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
|------------|---------------------------|-----------------|-------------------------------|
| | <u>3" SAND PIPER PUMP</u> | <u>190 SHOP</u> | <u>WONT RUN BAR MOTOR</u> |

II.
THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF

| | |
|---|-------|
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

III. ATTENTION:
DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED

| | | |
|---------------------------------|-------------------------|----------------------|
| Released By: <u>Guy Palermo</u> | Dept Name: <u>Water</u> | Date: <u>6-29-23</u> |
| Received By: | Dept Name: | Date: |
| Completed By: | Dept Name: | Date: |



**City of Hammond Purchasing Department
Surplus/Transfer Request Form**
[Use a Separate Form for Different Dispositions]

| I. Department Name: <u>Water Dept</u> | | Date: <u>07-06-23</u> | |
|--|---------------------------|-----------------------|---------------|
| Approved By: <u>G. Palomo</u> | Fax: <u>5959</u> | Ext.: <u>5961</u> | |
| Requested Disposition: <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | | |
| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
| <u>None</u> | <u>Water Meters-Brass</u> | <u>190 Shop</u> | <u>Broken</u> |

| | |
|---|-------|
| II. THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|---|-------------------------------------|-----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>Guy Palomo</u> | Dept Name: <u>Water & Sewer</u> | Date: <u>07-06-23</u> |
| Received By: | Dept Name: | Date: |
| Completed By: | Dept Name: | Date: |



Brass Water Meters

Size - 3/4" - 1" - 1 1/2" - 2" - 4"

Types - Baogor - Hays - Rockwell - Neptune - Amco

Flange Meters & Meter Nut Meters









**City of Hammond Purchasing Department
Surplus/Transfer Request Form**
[Use a Separate Form for Different Dispositions]

| I. Department Name: <u>Water & Sewer</u> | | Date: <u>07-06-23</u> | |
|--|--|-----------------------|--------------------|
| Approved By: <u>G. Palermo</u> | Fax: <u>5959</u> | Ext.: <u>5961</u> | |
| Requested Disposition: <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | | |
| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
| <u>None</u> | <u>OLD Broken Hydrants Meter Boxes</u> | <u>190 Sho</u> | <u>POOR Broken</u> |

| | |
|---|-------|
| II. THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|---|-------------------------------------|-----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>Guy Palermo</u> | Dept Name: <u>Water & Sewer</u> | Date: <u>07-06-23</u> |
| Received By: | Dept Name: | Date: |
| Completed By: | Dept Name: | Date: |



Scrap Iron

- Fire hydrant
- Meter boxes & Meter Lugs
- Broken C.I. Pipe
- Repair Couplings
- Valves
- Sewer Riser Rings







**City of Hammond Purchasing Department
Surplus/Transfer Request Form**
[Use a Separate Form for Different Dispositions]

| I. | | | |
|--|--|----------------|--------------|
| Department Name: <u>Airport</u> | Date: <u>3/18/24</u> | | |
| Approved By: <u>David L. Solus</u> Fax: | Ext.: <u>5667</u> | | |
| Requested Disposition: | | | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | | |
| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
| unit# 1062 asset# 7171 | <u>2005</u> utility 4 wheel Dr. vehicle | 190 Equip yard | see attached |

| | |
|---|-------|
| II. | |
| THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|---|------------|-------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: | Dept Name: | Date: |
| Received By: | Dept Name: | Date: |
| Completed By: | Dept Name: | Date: |

AIRPORT
UNIT #1062
ASSET # 7171
4 WHEEL DR. UTILITY VEHICLE

CURRENT CONDITION

BURNING OIL
BAD CARBURATOR
TRANSMISSION JERKING
BED BODY RUSTING
SEAT CUSHIONS DETERIORED
NO Key

2005
HP X4X4

MOHP4GX035907







Jana Thurman <thurman_je@hammond.org>

RE: Agreement

1 message

Luke C. Pannell <Luke_Pannell@unifirst.com>
To: Jana Thurman <thurman_je@hammond.org>

Mon, Jul 31, 2023 at 3:17 PM

Hey Jana,

We do not need the lockers back, feel free to do what you like with those.

I will send someone by on Wednesday to get the remainder of the uniforms from water and street.

Thank you

Luke Pannell
Route Service Manager

UniFirst Corporation
1550 Oak Villa Blvd
Baton Rouge, LA 70815
O:225.757.5822
C:225.270.9121



From: Jana Thurman <thurman_je@hammond.org>
Sent: Monday, July 31, 2023 2:05 PM
To: Luke C. Pannell <Luke_Pannell@unifirst.com>
Subject: Re: Agreement

Hi Luke,

I just wanted to confirm in writing that Unifirst will not be back to pick up the lockers and the remainder of uniforms that were not picked up? We would like to begin the process of relocating or even selling the lockers and disposing of the leftover uniforms that have been laying on the ground in a pile for the last month.



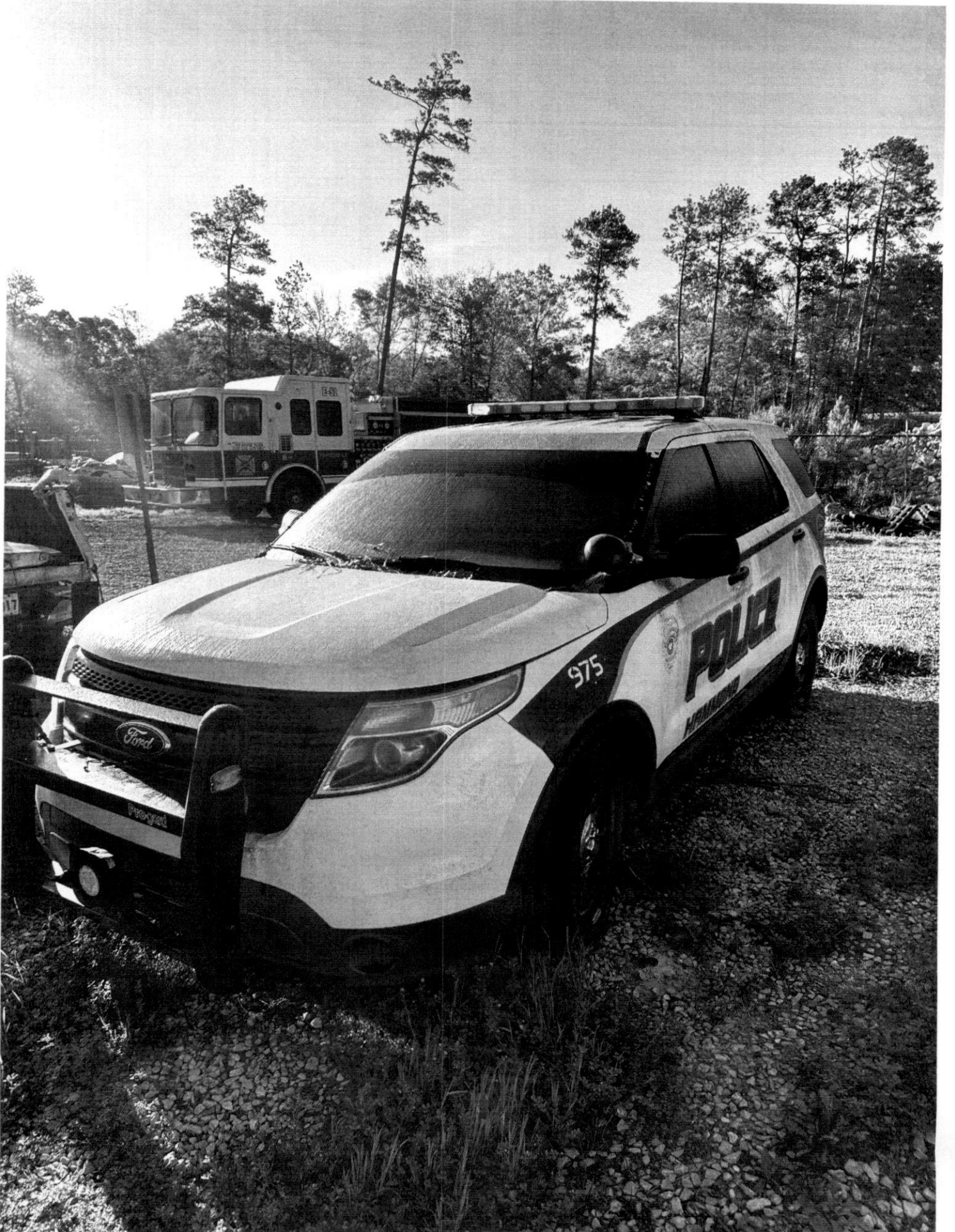


**City of Hammond Purchasing Department
Surplus/Transfer Request Form
[Use a Separate Form for Different Dispositions]**

| I. Department Name: <i>Patrol</i> | | Date: <i>3-21-24</i> | |
|--|--|----------------------|------------|
| Approved By: | Fax: | Ext.: | |
| Requested Disposition: | | | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | | |
| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
| <i>975</i> | <i>2013 Ford Explorer 1FM5K8A R02GA2R343</i> | <i>Patrol</i> | <i>bad</i> |

| | |
|---|-------|
| II. THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|---|------------------------------|----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <i>[Signature]</i> | Dept Name: <i>Police</i> | Date: <i>3.21.24</i> |
| Received By: <i>[Signature]</i> | Dept Name: <i>Purchasing</i> | Date: <i>3.21.24</i> |
| Completed By: | Dept Name: | Date: |





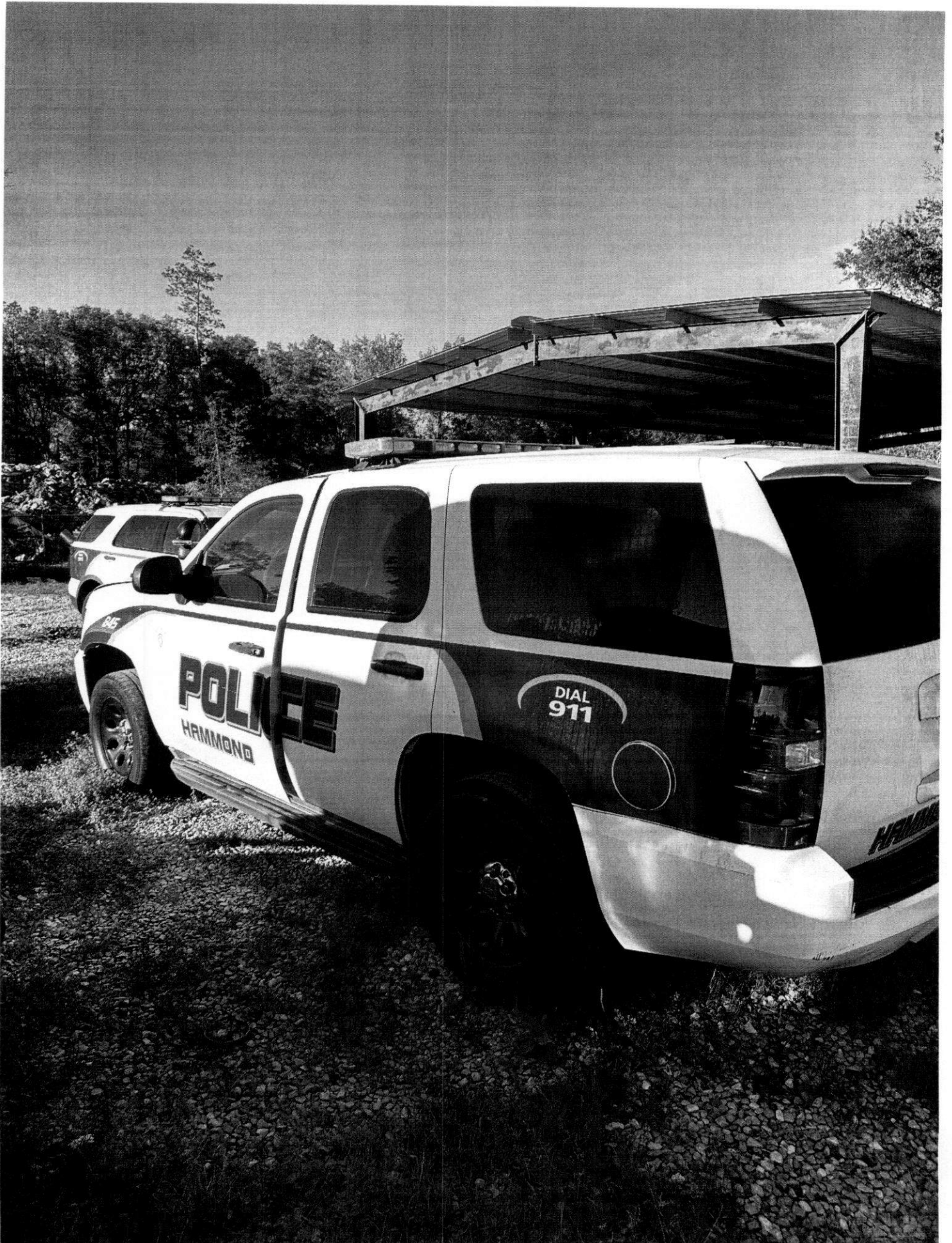
**City of Hammond Purchasing Department
Surplus/Transfer Request Form**
[Use a Separate Form for Different Dispositions]

| | |
|--|--|
| I. | |
| Department Name: <u>Patrol</u> | Date: <u>3-21-24</u> |
| Approved By: | Fax: Ext.: |
| Requested Disposition: | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept. New Location: _____ | |
| NOTE: IF PROPERTY HAS BEEN MOVED COMPLETION OF SECTION IV IS REQUIRED. | |
| PROPERTY # | DESCRIPTION OF PROPERTY |
| <u>845</u> | <u>2011 Chevy Tahoe</u> <u>16-NLC2E03 BR 124045</u> |
| LOCATION | CONDITION |
| <u>Patrol</u> | <u>Poor</u> |

| | |
|---|-------|
| II. | |
| THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|--|------------------------------|----------------------|
| III. ATTENTION: | | |
| DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By: <u>[Signature]</u> | Dept Name: <u>Police</u> | Date: |
| Received By: <u>[Signature]</u> | Dept Name: <u>Purchasing</u> | Date: <u>3-21-24</u> |
| Completed By: | Dept Name: | Date: |


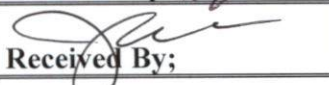




**City of Hammond Purchasing Department
Surplus/Transfer Request Form
[Use a Separate Form for Different Dispositions]**

| I. Department Name: <i>Patrol</i> | | Date: <i>3-21-24</i> | |
|--|--|----------------------|------------------------|
| Approved By: | Fax: | Ext.: | |
| Requested Disposition: | | | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | | |
| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
| <i>977</i> | <i>2012 Chevy Tahoe 1GNLC2E0XC326310</i> | <i>Patrol</i> | <i>bad flooded</i> |

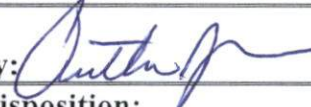
| | |
|---|-------|
| II. THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|--|------------------------------|----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By:  | Dept Name: <i>Police</i> | Date: |
| Received By:  | Dept Name: <i>Purchasing</i> | Date: <i>3.21.24</i> |
| Completed By: | Dept Name: | Date: |





**City of Hammond Purchasing Department
Surplus/Transfer Request Form**
[Use a Separate Form for Different Dispositions]


| | | |
|--|------|------------------------|
| I. Department Name: <u>Fire Department</u> | | Date: <u>3/20/2024</u> |
| Approved By:  | Fax: | Ext.: |
| Requested Disposition: | | |
| <input checked="" type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input type="checkbox"/> Transfer tagged property to _____ Dept* New Location: _____ | | |
| NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED. | | |

| PROPERTY # | DESCRIPTION OF PROPERTY | LOCATION | CONDITION |
|-------------|------------------------------|-----------|-----------------------------|
| Unit ID 566 | 2003 Ferrara HME Fire Engine | City Barn | Poor - Wrecked Partsonly |

VIN#

44KFT42844WZ20240

| | |
|---|-------|
| II. THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF | |
| Form Received By Property Control | Date: |
| <input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts | |
| Authorized By Property Control: | Date: |

| | | |
|--|------------------------|----------------------|
| III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED | | |
| Released By:  | Dept Name: <u>Fire</u> | Date: <u>3/21/24</u> |
| Received By: | Dept Name: | Date: |
| Completed By: | Dept Name: | Date: |

