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TOWN OF PONCE INLET /DEPARTMENT OF FIRE SERVICES



# STAFF REPORT TO TOWN MANAGER

Town Council meeting of August 18, 2016

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**Type of Request:** Request to Surplus Administration Department Copier

**Discussion:**

Staff is seeking approval to surplus the Administration Copier, Ricoh Aficio Model-MPC6000. The equipment is being replaced by a newer machine.

Once the surplus is approved, our intent to find a purchaser for the copier.

Below is the specific information on equipment we are requesting to surplus.

Serial# M7980700217  
MDL# MPC6000

**Recommendation:**

Staff recommends approval of the surplus equipment request.

  
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Dan Scales, Fire Chief

August 2, 2016  
Date