



CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Jason Anderson
Meeting Date:	Tuesday, May 28, 2024
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Consider Authorization to Purchase Robotic Total Station for Engineering Department and Declaring Existing Unit as Surplus
Background Information:	<p>The Trimble S7 Robotic Total Station will replace the existing Trimble M3 Total Station which was purchased in February of 2014.</p> <p>The robotic total station offers a productivity increase by replacing a conventional two-person operation with a one-person operation. The unit also offers higher quality measurement and precision.</p> <p>The robotic total station will be used with our existing GPS units to produce higher quality surveys, especially in the areas with satellite obstructions. Examples of these obstructions are when staff is surveying in areas with tree cover, proximity to buildings, or deep ditches.</p> <p>As part of this action, staff would request authorization to declare the existing Trimble M3 Total Station as surplus property to be sold.</p> <p>This item was presented to the Equipment Review Committee on 05/09/2024. Motion made by Schafer, seconded by Alcorn for staff to request quotes from CAT and Case and to bring the quotes for Council recommendation on May 28th. All voted in favor. Motion passed 3-0.</p>
Fiscal Impact:	<p>The 2024 Engineering capital budget includes \$39,500 for this unit (Account #401-43100-55140).</p> <p>City staff intends to sell the existing unit on auction. Revenue will be generated from said sale.</p>
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	<p>Recommendation No. 1 that the Council authorizes the purchase of a Trimble S7-2 Robotic Total Station in the amount not to exceed \$39,649.25.</p> <p>Recommendation No. 2 and adopt Resolution 24-059 to declare existing Trimble M3 Total Station from Public Works-Engineering Department.</p>

RESOLUTION 24-059

**A RESOLUTION DECLARING PROPERTY AS SURPLUS AND
AUTHORIZING THE SALE OF THE SAME**

WHEREAS, the City Council of the City of Marshall, Minnesota has been advised by staff that the following item is no longer needed for current or future municipal operations:

- Trimble M3 Total Station from Public Works-Engineering Department

AND WHEREAS, the fair market value of this item is estimated to be more than 400.00, as was offered for trade-in.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MARSHALL, MINNESOTA, AS FOLLOWS:

1. The council declares the property listed above as surplus.
2. The council authorizes the sale of said property through any lawful means, including (ii) by an electronic competitive online auction process, regardless of the value, pursuant to Minn. Stat. 471.345, subd. 17; or (iii) to another government entity pursuant to Minn. Stat. 471.64.
3. To the extent prohibited under Minn. Stat. 15.054, the property will not be sold to a city officer or employee.
4. All sales shall be final and the property is to be sold in “as-is” condition.

Approved by the City Council of the City of Marshall, Minnesota, this 28th day of May, 2024.

Mayor

ATTEST:

City Clerk