



"Excellence in Service"

# Yamhill County Sheriff's Office

*Sheriff Tim Svenson*

535 NE 5<sup>th</sup> Street, Room 143, McMinnville, Oregon 97128-4595  
Business Office: (503) 434-7506 • Fax: (503) 472-5330  
Jail: (503) 434-7507 • Fax: (503) 434-7534 Email: [sheriff@co.yamhill.or.us](mailto:sheriff@co.yamhill.or.us)

## MEMO

To: Yamhill County Board of Commissioners  
From: Tim Svenson, Sheriff   
Date: April 15, 2021  
Re: Ricoh Aficio – Request for Surplus Designation

I am formally requesting the County declare the following Ricoh multi-function printer as surplus, to be removed by Ricoh. This printer was purchased in 2016 as a refurbished model and added as a Fixed Asset (ID YC52113). The printer was discontinued in 2013 and is increasingly difficult to service. We will be replacing it with a leased machine under our existing Ricoh contract.

- MPC6501 model with the S/N of V7620100155R1/C86155174

Thank you for your consideration of this request.

TS:emw

cc: Ken Huffer, County Administrator  
Justin Hogue, Business Services Director  
Mike Barnhart, Finance Director

Accepted by Yamhill County  
Board of Commissioners on  
4/22/2021 by Board Order  
# 21-140