



Technology Transfer Equipment Loan Program

Colorado LTAP's **Equipment Loan Program** offers various pieces of equipment available for loan to all local government agencies throughout Colorado. Local agencies are encouraged to take advantage of these items as a way of saving money versus purchasing equipment that may only be needed for a short time. All items are great tools for use in making your roadways safer!

How does the equipment loan program work?

Loan requests are accepted by phone, email or online and are on a first-come, first-served basis. If the equipment is not available when your request is received, you will be added to a waiting list and notified when it becomes available. You may also request equipment ahead of time and schedule delivery for a later date when you will coordinate staff time for its use.

All equipment is available to Colorado local public agencies only at no charge for three weeks. If the agency wishes to continue use of the equipment, they will need to contact Colorado LTAP to inquire about a waiting list. Equipment will only be re-issued for an additional three weeks if another agency is not waiting.

The requesting agency will need to coordinate pick up of the equipment from LTAP staff AT LEAST half-way between your agency and the Colorado LTAP office in Boulder; or exchange at a conference or training event. Larger equipment can be shipped IF the agency reimburses LTAP for the proper insurance required. Colorado LTAP will demonstrate proper care and use of the equipment and go over all items included in the equipment package. The agency is responsible for maintaining proper care of the equipment and for properly packaging and shipping or delivering the equipment to LTAP staff or to our office by the due date.

The University of Colorado Property Services Department has tagged the equipment in their inventory of insured items. University policy requires agencies to maintain all equipment in a secure and locked location during transportation and storage, i.e. locker, truck, or lock box. If equipment is reported stolen, *proof of forced entry* is required to be provided or the agency assumes all risk for loss. Agencies are also required to cover expenses related to major physical damage to the equipment while in their possession, and replacement of lost parts. NOTE: Many government agencies have their own insurance that covers property while in their possession.

A signature will be required from the borrowing agency at time of delivery acknowledging Colorado LTAP's expectations for proper use and handling.

Where can I get more information on the equipment?

More information on any of our equipment is available by contacting Colorado LTAP at cltap@colorado.edu or 303-735-3530.