

BOARD AGENDA ITEM

June 26, 2018

SUBJECT:

Items to be declared Surplus and method of disposal

BACKGROUND INFORMATION:

Electronic equipment have been determined to be obsolete and is no longer of use to the District. In accordance with the ACPSD Procurement Regulation XXVII,C,I: Surplus Management, Board approval is required for the disposal of any screened surplus items.

ADMINISTRATIVE CONSIDERATION:

The Procurement Code mandates that the Board approval is required to declare any property surplus and the approval to dispose of surplus items must be from the Board. The Procurement Code states that all money received from the sale of District equipment and supplies shall be deposited in the general fund of the District.

RECOMMENDATION:

Authorize the Administration to dispose of electronic surplus items (E-Waste) listed in the attachment by utilizing the competitive bidding process and accepting quotes from qualified Electronic Recycling vendors.

ATTACHMENT:

List of items to be declared surplus and approved for disposal.

PREPARED BY:

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Surplus Electronic Equipment

Description	Quantity
Laptop	83
Macbook	1
CPU	853
Monitors Flat	477
Monitors – CRT	2
I – Pads	36
I-Pods	76
Projectors	0
TV's	0
Printers	68
DVD – VCR Players	0
Charging Carts	5
Keyboards & Mice	3 Gaylord Containers
Misc Items (USB, splitters, boards, network switches, RAM, adapters, Cables, CPU parts, hard drives, etc.)	4 Gaylord Containers