

Board Agenda Item

May 19, 2021

SUBJECT:

Items to be Declared Surplus and Method of Disposal

BACKGROUND INFORMATION:

Electronic equipment (E-waste) has been determined obsolete and is no longer of use to the District. Board approval is necessary prior to disposal of the any surplus and/or obsolete items (Procurement Regulations: Surplus Management XXVII, C,1).

ADMINISTRATIVE CONSIDERATION:

The Procurement Code dictates that the Board must approve the disposal of surplus and obsolete items. All proceeds received from the sale of E-waste shall be deposited into the District's general fund.

RECOMMENDATION:

Authorize the Administration to dispose of items considered electronic waste (E-waste), and approve the procurement of a qualified E-waste vendor utilizing Request for Quote (RFQ) sourcing method, awarding to the highest bidder.

ATTACHMENT:

List of items to be declared E-Waste

PREPARED BY:

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Electronic Surplus Equipment

June 8, 2021

Description	Quantity
Laptops	714
CPU	261
Mac Books	29
IPods	392
Monitors (flat)	144
IPads	1144
Projectors	6
Printers	29
Hard Drives	261
Phone equipment	3 pallets
Misc. (mice, keyboards,etc)	10 pallets
Smart Boards	19