

Board Agenda Item

May 28, 2019

SUBJECT:

Items to be declared Surplus and method of disposal.

BACKGROUND INFORMATION:

Miscellaneous furnishings and equipment have been screened and determined to be obsolete and no longer of use to the District. Board approval is necessary for the disposal of these items (Procurement Regulations: Surplus Management XXVII, C, 1).

ADMINISTRATIVE CONSIDERATION:

The Procurement Code dictates that Board approval is required to declare items as surplus that are found unusable to the District. The Board must also approve the disposal method of these items. All proceeds received from the sale of surplus items shall be deposited into the general fund of the District.

RECOMMENDATION:

Declare items surplus and authorize the Administration to dispose of items by way of public auction, and to contract with an experienced auctioneer service to conduct the auction.

ATTACHMENT:

List of items to be declared surplus and sold at auction.

PREPARED BY:

M. O. Traxler, III
Deborah L. Tyler

Surplus Items

Description	
Tables (Round & Rectangle)	Kitchen Appliances
Cafeteria Tables	Special needs Equipment
Teacher Desks	VCR's
Student Desks	T.V.'s
Cubical Desks	Misc. Books
Kindergarten Furniture	T.V. Carts
Student Chairs	DVD Players
Office Chairs	Vehicles
Metal Filing Cabinets	
Wooden Shelves/Cubbies	
Locker Units	
AC Window Units	
Weight Room Equipment	
Music Stands	
Washing Machine & Dryer	