

# Board Agenda Item

May 26, 2020

***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 mandates 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 the Request for Quote (RFQ) sourcing method.

***ATTACHMENT:***

List of items to be declared E-Waste.

***PREPARED BY:***

M. O. Traxler III  
Deborah L. Tyler

# Electronic Surplus Equipment

May, 18. 2020

Description	Quantity
Laptop	32
Netbook	1
CPU	214
Monitors Flat	38
I – Pads	5
Projectors	2
Printers	4
Charging Carts	5
Hard Drives	214
Copier	1
Laminators	2
Phone equipment	1 pallet
Misc.	2 pallets