

BOARD AGENDA ITEM

January 28, 2025

SUBJECT:

Items to be Declared Surplus and Method of Disposal

BACKGROUND INFORMATION:

Miscellaneous school furnishings and equipment have been screened and determined to be obsolete and no longer of use to the District. Board approval is requested for the disposal of these items (ACPSD Procurement Code Article 15 Supply Management Sections 3810 and 3820).

ADMINISTRATIVE CONSIDERATION:

The Procurement Code allows for the sale of items that are declared unusable to the District. The method of disposal of surplus items must be public auction or competitive sealed bid. All proceeds received from the sale of surplus items shall be deposited into the District's General Fund.

The attachment lists surplus items located at the Operations Center and Freedman. The recommendation is to auction on GovDeals.

RECOMMENDATION:

Declare items surplus and authorize the Administration to dispose of items by utilizing the methods described above.

ATTACHMENT:

List of items to be declared surplus and approved for disposal

PREPARED BY:

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Surplus Items Listing for Consideration

Item (s)	Qty
Pianos with seats	4
Metal filing cabinets	5
Student desks	20
Student chairs	50