

Board of Trustees Agenda Item

Board Meeting Date: August 8, 2011

Title of Item:

DONATION OF SURPLUS DISTRICT COMPUTERS AND MONITORS TO THE FOOTHILL-DE ANZA FOUNDATION

Background and Analysis:

The District has 55 computers and 35 monitors that have been replaced with new equipment. The used equipment is unsatisfactory for further use by the District. Educational Technology Services (ETS) estimates that each computer has a value of \$40.00 and each monitor has a value of \$30.00. Therefore, the estimated aggregate value is \$3,250.00.

The De Anza College Occupational Training Institute evaluated this equipment and found it acceptable for refurbishment and donation to students as scholarships. Therefore, it is recommended that the computers be donated to the Foothill-De Anza Foundation, which is a tax-exempt public benefit corporation under Section 501c(3) of the Internal Revenue Service Code, for the purpose of donating to the De Anza College Occupational Training Institute

California Education Code 81452(c) provides that if the governing board, by a unanimous vote of those members present, finds that the property, is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board.

Recommendation: (specify if information only)

Make a finding that the items are of insufficient value to defray the costs of arranging a sale and authorize the Director of Purchasing Services to donate the items to the Foothill-De Anza Foundation.

Submitted by:	Carmen Redmond
Additional contact	Randy E Holmes
Is backup provided?	Yes

E-Waste XLS Attachment to Surplus Disposal Form SN23500

Complete & attach to Surplus Disposal Form if sending surplus E-Waste. | nstruction

Accumulation Start Date:		[Completed by ETS]		Regulated Items		Code	# of Units
Location:		Campus: FH		CRTs - TVs -Monitors		A	35
		Building: D240		LCD Desktop Monitors		B	
		Room: D240		Laptop with LCDs		C	
				LCD TVs		D	
				Plasma TVs		E	
				Screen > 4 inches diag.		F	
Requestor:		Name: Scott Olsen		Microwave Ovens		G	
		Phone #: 650 949 7934		VCRs, DVDs & CD Players		H	
		Signature:		CPUs - Computers		I	55
		Date: 6/3/2011		Printers, Scanners & Faxes		J	
				Phones - Cell & Desk		K	
Work Order #:				Pagers, PDAs & Radios		L	
				Copiers		M	
Pickup Date by Plant Services:		[Completed by Plant Services]		Non-reported		N	

No.	Serial No.	Product Name, Approx. Age, Est. Market Value	Works Y/N	Asset Number	(2) Code	Initials
1	CN03K6484663	LCD - Dell 15"	Y	17404	C1	
2	CN03K6484663	LCD - Dell 15"	Y	17384	C1	
3	CN02Y3157161	LCD - Dell 15"	Y	17811	C1	
4	CN0Y441372201	LCD - Dell 15"	Y	???	C1	
5	CN02Y3157161	LCD - Dell 15"	Y	17808	C1	
6	CN02Y3157161	LCD - Dell 15"	Y	17813	C1	
7	CN02Y3157161	LCD - Dell 15"	Y	17821	C1	
8	CN02Y3157161	LCD - Dell 15"	Y	17818	C1	
9	CN02Y3157161	LCD - Dell 15"	Y	17816	C1	
10	CN02Y3157161	LCD - Dell 15"	Y	17822	C1	
11	CN02Y3157161	LCD - Dell 15"	Y	17820	C1	
12	CN0CC6397287	LCD - Dell 15"	Y	188959	C1	
13	CN02Y3157161	LCD - Dell 15"	Y	17819	C1	
14	CN02Y3157161	LCD - Dell 15"	Y	17812	C1	
15	MX0U30014760	LCD - Dell 15"	Y	17933	C1	
16	MX0U30014760	LCD - Dell 15"	Y	-	C1	
17	CN03K6484663	LCD - Dell 15"	Y	17402	C1	
18	CN03K6484663	LCD - Dell 15"	Y	17387	C1	
19	CN03K6484663	LCD - Dell 15"	Y	17383	C1	
20	CN03K6484663	LCD - Dell 15"	Y	17393	C1	

Instructions: (1) List all regulated items defined above and all other electronic equipment with circuit boards. (2) Indicate the code of each item and size of screen (1-3) based on screen diameter (3) Complete the summary of quantities by code in area in upper right corner of form. (4) Print and sign form. (5) Attach signed original to the completed and signed Surplus Disposal Form. (6) Retain photocopies for your dept. (7) Send signed originals to District Purchasing Services. (8) Use a separate sheet to list non-electronic equipment such as furniture, vehicles, etc.

Verified by: _____
Version: Jan. 2010

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No.	Serial No.	Product Name, Approx. Age, Est. Market Value	Works Y/N	Asset Number	Value	Initials
21	CN03K6484663	LCD - Dell 15"	Y	17396	C1	
22	CN03K6484663	LCD - Dell 15"	Y	17397	C1	
23	CN03K6484663	LCD - Dell 15"	Y	17392	C1	
24	CN03K6484663	LCD - Dell 15"	Y	17398	C1	
25	CN03K6484663	LCD - Dell 15"	Y	17395	C1	
26	CN03K6484663	LCD - Dell 15"	Y	17394	C1	
27	CN03K6484663	LCD - Dell 15"	Y	17405	C1	
28	CN03K6484663	LCD - Dell 15"	Y	17389	C1	
29	CN03K6484663	LCD - Dell 15"	Y	17386	C1	
30	CN03K6484663	LCD - Dell 15"	Y	17391	C1	
31	CN03K6484663	LCD - Dell 15"	Y	17406	C1	
32	CN03K6484663	LCD - Dell 15"	Y	17400	C1	
33	CN03K6484663	LCD - Dell 15"	Y	17399	C1	
34	CN03K6484663	LCD - Dell 15"	Y	17385	C1	
35	CN03K6484663	LCD - Dell 15"	Y	17401	C1	
36	JMKS321	CPU - Dell Optiplex	Y	17278		
37	9XWN721	CPU - Dell Optiplex	Y	17532		
38	JXWN721	CPU - Dell Optiplex	Y	17570		
39	3GT2P31	CPU - Dell Optiplex	Y	17743		
40	6ZBHY61	CPU - Dell Optiplex	Y	1952		
41	DHJC521	CPU - Dell Optiplex	Y	17361		
42	7ZBHY61	CPU - Dell Optiplex	Y	1951		
43	8ZBHY61	CPU - Dell Optiplex	Y	1953		
44	5ZBHY61	CPU - Dell Optiplex	Y	1914		
45	9LJC521	CPU - Dell Optiplex	Y	17365		
46	3HJC521	CPU - Dell Optiplex	Y	17367		
47	7KJC521	CPU - Dell Optiplex	Y	17362		
48	5GJC521	CPU - Dell Optiplex	Y	17375		
49	1KJC521	CPU - Dell Optiplex	Y	17368		
50	BGJC521	CPU - Dell Optiplex	Y	17364		
51	7HJC521	CPU - Dell Optiplex	Y	17374		
52	CLJC521	CPU - Dell Optiplex	Y	17363		
53	GGJC521	CPU - Dell Optiplex	Y	17378		
54	1MJC521	CPU - Dell Optiplex	Y	17371		
55	DKJC521	CPU - Dell Optiplex	Y	17360		
56	6K5YP01	CPU - Dell Optiplex	Y	79957		
57	5KJC521	CPU - Dell Optiplex	Y	17359		
58	GJJC521	CPU - Dell Optiplex	Y	17380		

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No.	Serial No.	Product Name, Approx. Age, Est. Market Value	Works Y/N	Asset Number	Lot	Value	Initials
59	HJ5YP01	CPU - Dell Optiplex	Y	79956			
60	7K5YP01	CPU - Dell Optiplex	Y	79959			
61	HKJC521	CPU - Dell Optiplex	Y	17377			
62	7LJC521	CPU - Dell Optiplex	Y	17366			
63	DJJC521	CPU - Dell Optiplex	Y	17370			
64	FJ5YP01	CPU - Dell Optiplex	Y	79960			
65	3LJC521	CPU - Dell Optiplex	Y	17369			
66	3MJC521	CPU - Dell Optiplex	Y	17372			
67	82VQX41	CPU - Dell Optiplex	Y	191640			
68	20NTM21	CPU - Dell Optiplex	Y	191641			
69	5YWN721	CPU - Dell Optiplex	Y	17516			
70	JJ5YP01	CPU - Dell Optiplex	Y	79958			
71	4JJC521	CPU - Dell Optiplex	Y	17381			
72	DZWN721	CPU - Dell Optiplex	Y	17577			
73	HZMTM21	CPU - Dell Optiplex	Y	191648			
74	6PZYG51	CPU - Dell Optiplex	Y	18078			
75	64NYB11	CPU - Dell Optiplex	Y	N/A			
76	3K1W451	CPU - Dell Optiplex	Y	18059			
77	D9MR831	CPU - Dell Optiplex	Y	191649			
78	F19PM21	CPU - Dell Optiplex	Y	N/A			
79	19GN721	CPU - Dell Optiplex	Y	17576			
80	GY0V131	CPU - Dell Optiplex	Y	17694			
81	2778941	CPU - Dell Optiplex	Y	17774			
82	GFT2P31	CPU - Dell Optiplex	Y	17745			
83	JBGNT21	CPU - Dell Optiplex	Y	17590			
84	3B9S051	CPU - Dell Optiplex	Y	17987			
85	C7NPJ11	CPU - Dell Optiplex	Y	14073			
86	14WXR41	CPU - Dell Optiplex	Y	17937			
87	DGXZV41	CPU - Dell Optiplex	Y	N/A			
88	36V3051	CPU - Dell Optiplex	Y	18049			
89	5P12K11	CPU - Dell Optiplex	Y	14074			
90	9JWF921	CPU - Dell Optiplex	Y	17450			
91							
92							
93							
94							
95							
96							

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