

Board of Trustees Agenda Item

Board Meeting Date: September 12, 2011

Title of Item:

SALE OF SURPLUS PALLET LIFT

Background and Analysis:

The District has a pallet lift that has been determined by the De Anza College Crafts Studio to be of no further use to the District. (See attached Surplus Disposal Form, 1 page). The estimated market value of the equipment is \$100.00.

California Education Code 81452(a) provides that if the governing board by a unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in value the sum of five thousand dollars (\$5,000.00), the property may be sold by any employee of the District empowered for that purpose by the board.

Purchasing Services will call for competitive bids on the Public Surplus website. Proceeds will be deposited to the District General Fund.

Recommendation: (specify if information only)

Make a finding that the property does not exceed \$5,000.00 in value and authorize the Director of Purchasing Services to sell the surplus pallet lift in accordance with Education Code 81452(a).

Submitted by:	Carmen Redmond , x6166
Additional contact	Randy E. Holmes , x6167
Is backup provided?	Yes

Rev Oct 2006

Rev Oct 2006

Summary of quantities by type	Number of units
CRTs - TVs -Monitors	
LCD Desktop Monitors	
Laptop with LCDs	
LCD / Plasma TVs	
Plasma TVs	
Screen > 4 inches diag.	
CPUs -computers	

NOTE: You must use a separate Surplus Disposal Form and the Non-electronic XIS attachment to list non-electronic equipment such as furniture, non-electronic musical instruments, or vehicles.

Summary of quantities by type	Number of units
CRTs - TVs - Monitors	
LCD Desktop Monitors	
Laptop with LCDs	
LCD / Plasma TVs	
Plasma TVs	
Screen > 4 inches diag.	
CPUs - computers	
Printers	
Microwave Ovens	
Cell Phones	
Desk Phones	
VCRs	
Radios	
Other electronic equipment	
not listed above	2 EA