

Board of Trustees Agenda Item

Board Meeting Date: March 5, 2012

Title of Item:

SALE OF INOPERABLE SURPLUS VEHICLE

Background and Analysis:

The District has an inoperable 1988 Ford F-350 Flatbed Truck that cannot be repaired (see attached Surplus Disposal Form). The Associate Director of Facilities and Operations has determined that the vehicle is of no further use to the District. The estimated market value of the vehicle is less than \$5,000.00.

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 and sell the vehicle to the highest bidder in accordance with Education Code Section 81450. In accordance with Educational Code 81453, the money received from the sale shall be placed to the credit of the fund from which the original expenditure for the purchase of the property was made.

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 items in accordance with Education Code 81452(a).

Submitted by:	Carmen Redmond
Additional contact	Eric Olague
Is backup provided?	Yes

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT

SURPLUS DISPOSAL FORM (SN 23500)

A. Requester: If surplusing Category I electronic equipment (e-waste) such as computers, CRTs, LCD monitors, LCD TVs, plasma TVs, AV equipment, or hard drives, e-mail ETS at techhelp@fhda.edu or call x8324. ETS will pick up the equipment and complete the required surplus disposal form and spreadsheet attachment for you. However, for Category II electronic equipment or for non-electronic equipment, you must complete Section "A" of this form, print, sign, and retain a photocopy for your files. Send the signed original, including the appropriate "xls attachment" if applicable, to District Purchasing Services. The "xls attachments" are available at the purchasing.fhda.edu website. When surplusing more than one unit of electronic equipment, you must complete, sign, and submit the "e-waste xls attachment" with this form. For multiple non-electronic items complete, sign, and submit the "non-electronic xls attachment". Do not combine electronic and non-electronic items on the same surplus disposal form.

1. Quantity & Description:

1988 F-350 FLATBED TRUCK

The requester must label the equipment as "surplus" and store it in a secure area until it is picked up.

For more than one item use an "xls attachment" per the instructions above.

Check here if xls attachment is included with this

e-waste (electronic) xls attachment

non-electronic xls attachment

2. Current Location (be precise):

Campus: Foothill

Building and Room

Junk YARD

3. Height:

Length:

Width:

Wt.: Over 50 lbs

Under 50 lbs

4. Serial No:

VIN#

2FDKF37G2JCB15801

License#

331461

Model No:

F-350

5. Manufacturer:

FORDMILAX 69,246 miles

Acquisition Date:

6. Original Cost:

\$13,919.00

Estimated Current Value:

7. Current condition: Is it Working?

NO

Can it be fixed?

8. Provide contact info for interested departments or buyers, if any:

Public Surplus - INTO M&D ACCT.

9. Name and phone number of person to contact about this surplus disposal request:

HAL BUTTERFIELD X 6156

10. Requested removal date (if urgent, explain):

ASAP

The District property listed above is unsatisfactory/unsuitable for college use. We recommend that the property be sold, traded-in, recycled, donated, or disposed in accordance with the applicable California Education Code Section (ECS 81450-81460)

Authorized By



(signature)

Date

02-27-2012

Name (print or type)

LESTER LYONS**B. This section is for Material/Purchasing Services only.** Copy sent to District Capital Asset Accountant

1. Plant Services Work Order Number for pick-up:

Date:

By:

2. Date Work Order Completed:

3. Date disposition approved by Board of Trustees:

4. Bid Number:

5. Date removed from inventory

6. Disposition (check one): Sold (ECS 81450/81452)

Donated to public entity (ECS 81450.5)

Donated to BOT approved charity (ECS 81452)

Returned to District use:

(state new location)

Dumped by Plant Services:

Disposed as hazardous waste:

using (contractor name)

7. Plant Services Work Order Number for dumping, if applicable:

Date:

By:

8. Date Work Order Completed:

Material/Purchasing Services signature

Date

Distribution: signed original to District Purchasing Services