

Board of Trustees Agenda Item

Board Meeting Date: June 4, 2012

Title of Item:

SALE OF SURPLUS ATHLETIC EQUIPMENT

Background and Analysis:

The District has four side court portable basketball systems that have been replaced with new (see attached Surplus Form, 1 page). The De Anza College Dean of Physical Education and Athletics has determined that the athletic equipment is of no further use to the District. The estimated aggregate market value of the equipment is greater than \$5,000.00.

In accordance with Education Code section 81450, the Board must sell the property to the highest responsible bidder or reject all bids. The code also requires the sale to be advertised at least once a week for two weeks.

Purchasing Services will advertise the sale, call for competitive bids on the Public Surplus website and sell each side court portable basketball system to the highest bidder in accordance with Education Code Section 81450. Proceeds will be deposited to the District General Fund.

Recommendation: (specify if information only)

Authorize Carmen Redmond, Director of Purchasing Services, to sell the equipment to the highest responsible bidders in accordance with Education Code Section 81450.

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

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT
SURPLUS DISPOSAL FORM (SN 23500 - NON C FUNDED)

FOR ITEMS REPLACED BY NON-MEASURE C FUNDED NEW EQUIPMENT

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.

B. All the property listed below and on any attachments must be only items that were not replaced by Measure C funded equipment. This form is ONLY for items replaced by NON-Measure C funded equipment. (For surplus items replaced by Measure C funded equipment, see Form SN23500 - C Funded.)

Was all the property listed below and on any attachments replaced with equipment that was funded by Measure C?
check one: Yes ☐ No ☒

1. Quantity & Description: FOUR (4) T-REX 66 SIDE COURT PORTABLE BASKETS

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 form: e-waste (electronic) xls attachment ☐
non-electronic xls attachment ☐

2. Current Location (be precise): Campus: DEANZA Building and Room: PE 21 - MAIN GYM

3. Height: 78" Length: 160" Width: 76" Wt.: Over 50 lbs ☒ Under 50 lbs ☐

4. Serial No: BA8956 Inventory Tag No: _____ Model No: T-REX 66

5. Manufacturer: BISON Acquisition Date: MARCH 2005

6. Original Cost: \$25,000.00 Estimated Current Value: \$20,000

7. Current condition: Is it Working? YES Can it be fixed? YES

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

9. Name and phone number of person to contact about this surplus disposal request: RICH SCHAROEDER X 8402

10. Requested removal date (if urgent, explain): ASAP - SAFETY LIABILITY

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] (signature) Date: 4/26/12

Name (print or type) Rich Schroeder

C. 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

Rev. Nov. 21, 2011