

## **Board of Trustees Agenda Item**

**Board Meeting Date:** November 5, 2012

**Title of Item:**

SALE OF MISCELLANEOUS SURPLUS ELECTRONIC EQUIPMENT

**Background and Analysis:**

The District has 12 pallets of computers, monitors, printers, and miscellaneous electronic equipment (See attached Surplus Forms, 9 pages). The District's Educational Technology Services Department (ETS) staff has determined that the items are obsolete and of no further use to the District. DeAnza College Occupational Training Institute has also found them to be unsuitable for further use. In accordance with the Electronic Waste Recycling Act these items are considered electronic waste. The estimated aggregate market value of this electronic equipment 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 post a notice on Bid Net and call for competitive bids from authorized State of California material handlers, collectors, and recyclers. Proceeds will be deposited to the District's general fund.

**Recommendation:** (specify if information only)

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

Submitted by:	Gina Bailey
Additional contact	Eric Olague
Is backup provided?	Yes

# E-Waste XLS Attachment to Surplus Disposal Form SN23500

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Complete & attach to Surplus Disposal Form if sending surplus E-Waste. Instructions are

Accumulation Start Date: <u>[Completed by ETS]</u>		(2) Code for Screen Size	Regulated Items	Code	# of Units
Location:	Campus: De Anza	1 = 4-15 "	CRTs - TVs - Monitors	A	51
	Building: ATC	2 = 16-35 "	LCD Desktop Monitors	B	
	Room: ATC106	3 = >36 "	Laptop with LCDs	C	
Requestor:	Name: James D. Holstein		LCD TVs	D	
	Phone #: 5827		Plasma TVs	E	
	Signature: James D. Holstein		Screen > 4 inches diag.	F	
Work Order #:	<u>D1210147</u> <u>[Completed by Purchasing Services]</u>		UWEDs Microwave Ovens	G	
			UWEDs VCRs, DVDs & CD Players	H	14
			UWEDs CPUs - Computers	I	12
Pickup Date by Plant Services:	<u>[Completed by Plant Services]</u>		UWEDs Printers, Scanners & Faxes	J	
			UWEDs Phones - Cell & Desk	K	
			UWEDs Pagers, PDAs & Radios	L	
			UWEDs Copiers	M	
			Non-reported	N	29

No.	Serial No.	Product Name, Approx. Age, Est. Market Value	Works Y/N	Asset Number	(2) Code	Initials
1	d090601488	viewsonic monitor ga771	N		A	
2	d090100569	viewsonic monitor ga771	N		A	
3	d090601657	viewsonic monitor ga771	N		A	
4	7028193	color graphic display monitor	N		A	
5	d090100574	viewsonic monitor ga771	N		A	
6	d090100703	viewsonic monitor ga771	N		A	
7	7028203	cdos graphic display	N	mon2058	A	
8	7028199	color graphic display monitor	N	mon2063	A	
9	d091003341	viewsonic monitor ga771	N		A	
10	0 10022479	mitsubishi monitor	N		A	
11	d090601744	viewsonic monitor ga771	N		A	
12	fg7513816	micron 700 fgx monitor	N	mon2013	A	
13	jq82526256	viewsonic ga771	N		A	
14	00 8a27766	mitsubishi monitor	N		A	
15	d09069722	viewsonic ga771	N		A	
16	d090601449	viewsonic ga771	N		A	
17	jq81411971	viewsonic ga771	N		A	
18	7028202	color graphics display	N		A	
19	7028200	color graphic display monitor	N	mon2059	A	
20	d090601692	viewsonic monitor ga771	N		A	

No.  
No.

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**E-Waste XLS Attachment to Surplus Disposal Form SN23500**

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No.	Serial No.	Product Name, Approx. Age, Est. Market Value	Works Y/N	Asset Number	(2) Code	Initials
21	jq81310563	viewsonic monitor ga771	N		A	
22	7028194	color graphic display monitor	N	mon2057	A	
23	7028204	color graphic display monitor	N	mon2055	A	
24	jq81412086	viewsonic monitor ga771	N		A	
25	d090601743	viewsonic monitor ga771	N		A	
26	jq84440304	viewsonic monitor ga771	N		A	
27	d090601793	viewsonic monitor ga771	N	mon2257	A	
28	2444009	SGI graphic display monitor	N		A	
29	cn095wvp46633	dell monitor	N		A	
30	2443106	SGI graphic display monitor	N		A	
31	t61509454	kenmore vacuum	N		N	
32	6ray6036505x	dvd vhs samsung dual deck	N		H	
33	la63531071	panasonic color tv	N	tv417	A	
34	0 50122	fellowes shredder p5-60	N		N	
35	hr-xc11bj119r4	jvc timerlink sqPB vhs/dvd hi-fi	N		H	
36	9092126	eiki still picture projector	N	ohp324	N	
37	la63531074	panasonic color tv	N	tv413	A	
38	hr-xvc11bj114r1	jvc timerlink sqPB vhs/dvd hi-fi	N		H	
39	la63531070	panasonic color tv	N	tv415	A	
40	15124180	canon LE 350-video visualizer	N		N	
41	ku2ga002989	panasonic dvd/vhs player	N		H	
42	8128447590	donon pcm audio technology/cd auto charger	N		N	
43		eiki disc/stereo player	N	tr899	H	
44		eiki disc/stereo player	N	dac cd245	H	
45	6rcxa29034u	samsung dvd/vhs dual deck	N	dvd 45	H	
46	8120045	sony compact disc player	N		H	
47	j8kn00906	panasonic ag-1330 vhs player	N	vcr514	H	
48	36374c4	IBM personal computer display	N		A	
49	4160034	overhead projector	N	ohp232	N	
50	90315038	EIKI overhead projector	N	ohp306	N	
51		sony VHS player	N		H	
52		smith corona xe1950	N		N	
53	2123j990197	lunch box sync	N	0 80071	N	
54	f23nz01	dell pc	N	0 80210	I	
55	xbj15of5mix	power mac g4 pc	N	0 80707	I	
56	f4tc00100	panasonic vhs hi-fi audio	N		H	
57	xa9411yohj9	apple pc	N		I	
58	xb2150ffm1x	apple pc	N		I	
59	g4tc00248	panasonic vhs hi-fi audio	N	73747	H	
60	12579407012	pesa rm4000	N	00 1505	N	

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No.	Serial No.	Product Name, Approx. Age, Est. Market Value	Works Y/N	Asset Number	(2) Code	Initials
61	12579426014	pesa rm4000	N		1419	N
62	10093	sony BE-910	N			N
63	quo323946	viewsonic p810	N			N
64		CFD-5258 Cd audio cassette recorder	N			H
65	12579426009	pesa rm4000	N		1503	N
66	52004	hervic	N			N
67	13959411010	pesarm4000	N		1502	N
68	lb03420353	panasonic color video monitor tv	N	dh-tv-476		A
69		jvc dvd/vhs player	N			H
70	002a10887	mitsubishi diamond plus 91 computer monitor	N	mon2358		A
71	n5208252kiw	2001 apple computer	N	mon3097		I
72	n5208217kpw	2001 apple computer	N	mon3113		I
73	nj20829nkp	2001 apple computer	N	mon3102		I
74	009a30272	mitsubishi diamond plus 91 computer monitor	N	mon2688		A
75	n52082lmkpw	2001 apple computer	N	mon3105		I
76	mb41380210	panasonic color video monitor	N	tv345		A
77	2439825	1995 silicon graphics monitor	N	mon2210		A
78	mb41380116	panasonic colro video monitor	N	tv351		A
79	40758	ikegami picture monitor	N			A
80	21231990198	lunch box sync	N	00 1416		N
81	bvl508a0006805	1995 impression 3 plus	N			N
82	21231990197	lunch box sync	N	00 1415		N
83	98800683	486 computer system	N	cmp1516		I
84	cn03k64846633	2002 dell monitor	N	mon3303		A
85	mb41380015	panasonic color video monitor	N	tv350		A
86	kd9450112	1989 panasonic color video monitor	N	tv25 dac		A
87	xa9080qwfq1	1999 apple pc	N			I
88	xb2150fqmix	1999 apple pc	N			I
89	u5331	sony electret condenser microphone	N			N
90	1191496	12x10x32xgorw que fire	N			N
91	212a094225	32x10x40x compact disc	N			N
92	48005	mimette hervic corporation	N			N
93	ka3421901	panasonic color video monitor c+110 ma	N	tv115		A
94	mb41380107	panasonic color video monitor	N	tv349		A
95	52004	mimette hervic corporation	N			N
96	45410	sony tape recorder ic 800-b	N			N
97	ka9295xggq5	apple pc	N			I
98		super 8 sound revolver	N		51501	N
99	10410	model 110	N		70531	N
100	0 203410	yamaha keyboard	N	psr260		N

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# E-Waste XLS Attachment to Surplus Disposal Form SN23500

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No.	Serial No.	Product Name, Approx. Age, Est. Market Value	Works Y/N	Asset Number	(2) Code	Initials
101	00 91002	viewsonic monitor ga771	N		A	
102	0 10022487	mitsubish diamond pro 710s	N		A	
103	ka5150262	color video monitor bt-5901y	N	kmxf903a	A	
104	9p02524	infocus systems panel book 550	N	72403	N	
105	mc71130084	color video monitor	N	439tv	A	
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# E-Waste XLS Attachment to Surplus Disposal Form SN23500

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**Complete & attach to Surplus Disposal Form if sending surplus E-Waste.** Instructions are below:

Accumulation Start Date: 09/12/12

Location: Campus: FH  
Building: FH3600  
Room: FH3618

Requestor: Name: Scott Olsen  
Phone #: 7934  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Work Order #: \_\_\_\_\_ [Completed by Purchasing Services]

Pickup Date by Plant Services: \_\_\_\_\_ [Completed by Plant Services]

(2) Code for  
Screen Size  
1 = 4-15"  
2 = 16-35"  
3 = >36"

Regulated Items	Code	# of Units
CRTs - TVs - Monitors	A	6
LCD Desktop Monitors	B	2
Laptop with LCDs	C	3
LCD TVs	D	0
Plasma TVs	E	0
Screen > 4 inches diag.	F	0
UWEDs Microwave Ovens	G	0
UWEDs VCRs, DVDs & CD Players	H	0
UWEDs CPUs - Computers	I	31
UWEDs Printers, Scanners & Faxes	J	10
UWEDs Phones - Cell & Desk	K	0
UWEDs Pagers, PDAs & Radios	L	0
UWEDs Copiers	M	0
Non-reported	N	30

No.	Serial No.	Product Name, Approx. Age, Est. Market Value	Works Y/N	Asset Number	(2) Code	Initials
1	AR01430645	CRT TV - 22"	N	69485	A2	
2	AR01440242	CRT TV - 22"	N	69606	A2	
3	AR01200419	CRT TV - 22"	N	69493	A2	
4	AR01500629	CRT TV - 22"	N	69607	A2	
5	AR01440085	CRT TV - 22"	N	69604	A2	
6	AR01440076	CRT TV - 22"	N	69487	A2	
7	4068082	NR - Overhead Projector	N	17970	N	
8	6096063	NR - Overhead Projector	N	OV-117	N	
9	7251026	NR - Overhead Projector	N	2910	N	
10	6096109	NR - Overhead Projector	N	OV-115	N	
11	7206088	NR - Overhead Projector	N	2911	N	
12	7206088	NR - Overhead Projector	N	2897	N	
13	6012009	NR - Overhead Projector	N	2333	N	
14	6096097	NR - Overhead Projector	N	2440	N	
15	6096074	NR - Overhead Projector	N	2435	N	
16	7251028	NR - Overhead Projector	N	2914	N	
17	6096104	NR - Overhead Projector	N	2436	N	
18	6178090	NR - Overhead Projector	N	2585	N	
19	7206087	NR - Overhead Projector	N	2896	N	
20	6096065	NR - Overhead Projector	N	2442	N	

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 (see : (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.

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No.	Serial No.	Product Name, Approx. Age, Est. Market Value	Works Y/N	Asset Number	(2) Code	Initials
21	7206075	NR - Overhead Projector	N	2916	N	
22	7251022	NR - Overhead Projector	N	2918	N	
23	7251077	NR - Overhead Projector	N	2903	N	
24	7206080	NR - Overhead Projector	N	2904	N	
25	243050	NR - Overhead Projector	N	373	N	
26	SUSMB342798	PRINTER - HP LaserJet 4000	N	77396	J	
27	CNBJC62597	PRINTER - HP LaserJet P2015d	Y	-	J	
28	CN54JB7293	PRINTER - HP PSC 1410	N	-	J	
29	SG01K13189	SCANNER - HP ScanJet 5200c	N	-	J	
30	72105039	NR - canon Doc Cam	Y	76443	N	
31	73105123	NR - canon Doc Cam	Y	76444	N	
32	12122969	NR - Canon Doc Cam	Y	79991	N	
32	W87290MAXAH	LAPTOP - MacBook Pro	N	190205	C1	
34	930296329	NR - Sharp Tape Recorder	N	331	N	
35	124086	NR - Extron Box	N	73403	N	
36	123828	NR - Extron Box	N	73406	N	
37	125120	NR - Extron Box	N	73405	N	
38	125078	NR - Extron Box	N	73404	N	
39	W851601URG4	LAPTOP - Powerbook	Y	19010	C1	
40	91U01220	NR - Canon Doc Cam DZ-3600U	Y	189177	N	
41	9422Z7P	PRINTER - Lexmark C522	N	-	J	
42	B164775	NR - Overhead Projector	N	OV-33 / 57529	N	
43	JRK05510	PRINTER - Canon iR1630	N	-	J	
44	QP5170BAPNZ	CPU - iMac	N	18240	I	
45	QP70706PVUW	CPU - iMac	Y	189624	I	
46	QP7061DWVUV	CPU - iMac	Y	189583	I	
47	W86492HTVUV	CPU - iMac	N	189500	I	
48	94178R7	PRINTER - Lexmark C530dn	N	-	J	
49	CN53N8201Y	PRINTER - HP OfficeJet 9110	N	-	J	
50	CN-0y9833-7161	LCD - 17" Dell	N	189809	B2	
51	8G152	LCD - 15" Dell	Y	16027	B1	
52	usbb366725	PRINTER - HP LaserJet 4050	N	78823	J	
53	G84405B9QPM	CPU - Mac Pro	N	-	I	
54	33RPW61	CPU - Dell Dimension 8400	Y	18218	I	
55	2945232	NR - Kodak Slide Projector	N	50372	N	
56	CBP2Q31	CPU - Dell Dimension 4600	Y	191471	I	
57	7RVG421	CPU - Dell Optiplex GX260	Y	17309	I	
58	9B3NX21	CPU - Dell Optiplex GX260	Y	17655	I	
59	7NW4Y81	CPU - Dell Optiplex GX620	Y	188584	I	
60	40B6CB1	CPU - Dell Dimension 3100	Y	188970	I	



Verified by: \_\_\_\_\_

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**E-Waste XLS Attachment to Surplus Disposal Form SN23500**

No.	Serial No.	Product Name, Approx. Age, Est. Market Value	Works Y/N	Asset Number	(2) Code	Initials
61	671L7	CPU - Dell	Y	75380	I	
62	W870519JW0K	LAPTOP - MacBook Pro	Y	189514	C1	
63	1KVKM11	CPU - Dell Optiplex GX240	Y	16208	I	
64	DJRVL01	CPU - Dell Optiplex	Y	79709	I	
65	9PDDDB11	CPU - Dell Optiplex	Y	80539	I	
66	BCGN721	CPU - Dell Optiplex GX260	Y	17572	I	
67	20B6CB1	CPU - Dell Dimension 3100	Y	188986	I	
68	JRN7D01	CPU - Dell Optiplex	Y	79352	I	
69	1N3HX61	CPU - Dell Optiplex GX280	Y	179998	I	
70	6N8QN01	CPU - Dell Optiplex GX110	Y	79823	I	
71	4HXLW01	CPU - Dell Optiplex GX150	Y	80099	I	
72	4FL9B11	CPU - Dell Optiplex GX240	Y	80505	I	
73	W850319YPNY	CPU - iMac	Y	18226	I	
74	SUSMB342486	PRINTER - HP LaserJet 4000	Y	77395	J	
75	GX15Y21	CPU - Dell Optiplex GX260	Y	17660	I	
76	GYWN721	CPU - Dell Optiplex GX260	N	17514	I	
77	FQXX881	CPU - Dell Optiplex GX280	Y	188449	I	
78	9LT4891	CPU - Dell Optiplex GX620	Y	188664	I	
79	1213233-0006	CPU - Micron Millennia	Y	76941	I	
80	C6V3051	CPU - Dell Optiplex GX270	Y	18048	I	
81	GWVZ981	CPU - Dell Optiplex GX280	N	188507	I	
82	DHCFR51	CPU - Dell Optiplex GX280	Y	18107	I	
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**E-Waste XLS Attachment to Surplus Disposal Form SN23500**  
**Complete & attach to Surplus Disposal Form if sending electronic equipment (e-waste) to be surplusd.**

**Date:** 9/24/2012

**Location:** Campus: Foothill  
Building: 5400  
Room: 5420

**Requestor:** Name: Asha Harris  
Phone #: 650-949-7144  
Signature:

**Work Order #:**

**Accumulation Start Date:**

	Regulated Items	Number of Units
UWEDs	Timer	7
UWEDs	Oscilloscope	8
UWEDs	Counter	1
UWEDs	Multimeter	4
UWEDs	Power supply	2
UWEDs	Compact Refrigerator	1
UWEDs		
UWEDs		
UWEDs		
UWEDs		
UWEDs		
UWEDs		
	<b>Total</b>	<b>23</b>

Serial Number	Product Name, Approx. Age, Est. Market Value	Asset Number	Does it work? Y/N	Estimated Weight
None	Timer, 20 yrs, \$0	20793	N	2 LB
None	Timer, 20 yrs, \$0	20798	N	2 LB
None	Timer, 20 yrs, \$0	None	N	2 LB
None	Timer, 20 yrs, \$0	None	N	2 LB
None	Timer, 20 yrs, \$0	None	N	2 LB
None	Timer, 20 yrs, \$0	None	N	2 LB
None	Timer, 20 yrs, \$0	None	N	2 LB
T922 B024534	Oscilloscope, 30 yrs	55728	Y	10 LB
T922 B024458	Oscilloscope, 30 yrs	55733	Y	10 LB
T922 B024622	Oscilloscope, 30 yrs	55730	Y	10 LB
T922 B025138	Oscilloscope, 30 yrs	56187	Y	10 LB
1845S 03044	Oscilloscope, 30 yrs	56901	Y	10 LB
None	Oscilloscope, 27 yrs	71915	Y	10 LB
None	Oscilloscope, 27 yrs	71104	Y	10 LB
None	Oscilloscope, 29 yrs	66739	Y	10 LB
1916A02408	Counter, 30 yrs	56242	N	2 LB

N7291333	Function generator, 28 yrs	68413	N	2 LB
None	Multimeter, 4 yrs	None	N	1 LB
None	Multimeter, 4 yrs	None	N	1 LB
None	Multimeter, 4 yrs	None	N	1 LB
None	Multimeter, 4 yrs	None	N	1 LB
None	Power supply, 30 yrs	10133	N	2 LB
None	Power supply, 30 yrs	10134	N	2 LB

**Instructions:** (1) List all CRT's, computers, LCD or plasma TV's, AV equipment, CPU's, and other electronic equipment that contains circuit boards such as cell phones, PDAs, pagers, copiers, microwave ovens, printers, scanners, fax machines, telephones, radios, VCRs, DVDs, CD players, and other electronic equipment. (2) Complete the summary of quantities by type in the upper right hand corner of the form. (3) After completing the form, print and sign it. (4) Attach the signed original to a completed and signed original Surplus Disposal Form. (5) Retain photocopies for your dept. (6) Send the signed originals to District Purchasing Services. (7) Use a separate spreadsheet to list non-electronic equipment such as furniture, non-electronic musical instruments, or vehicles.