



**GOVERNING BOARD AGENDA ITEM FORM  
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

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**DATE OF MEETING:** January 24, 2012

**TITLE:** Authorization to Dispose of Surplus Cisco Systems Routers and Switches;  
Delegation of Authority to Chief Financial Officer to Determine Surplus  
Property Values

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**BACKGROUND:** The Technology Department has indentified certain Cisco Systems routers and switches currently belonging to the District are in need of replacement. One replacement solution available is to trade-in the current equipment back to Cisco Systems towards the purchase of new equipment.

Article 10, Section R7-2-1131.C.4 of the Arizona Procurement Code requires that, prior to the disposal of surplus equipment by trade-in to a vendor for credit on a new purchase, the school district shall specially approve the disposal by trade in. Additionally, prior to disposal by this means, the school district must make a determination of whether the expected trade-in value is anticipated to exceed the value that would be expected from the sale or other disposition of such the surplus material. Upon Governing Board authorization, the Chief Financial Officer (CFO) may make the required determination.

This item, if approved, would permit would so authorize the CFO. With approval, the CFO will make the requisite determination, and if the anticipated trade-in value does not exceed the anticipated value from sale or other disposition, then a subsequent item for the sale of the equipment will be brought to the Governing Board.

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**RECOMMENDATION:** The Administration recommends the Governing Board authorize the Chief Financial Officer to make the determination, pursuant to Article 10, Section R7-2-1131.C.4 of the Arizona Procurement Code, as to whether or not the trade-in value of surplus Cisco Systems routers and switches will exceed the value to be expected from the sale or other disposition of such material.

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**INITIATED BY:**

A handwritten signature in cursive script, appearing to read "Todd A. Jaeger".

**Todd A. Jaeger, Associate to the Superintendent**

**Date: January 18, 2012**

A handwritten signature in cursive script, appearing to read "Vicki Balentine".

**Vicki Balentine, Ph.D., Superintendent**