



# UNITED INDEPENDENT SCHOOL DISTRICT

## AGENDA ACTION ITEM

**TOPIC:** Approval of Sale of Salvage Furniture & Equipment

**SUBMITTED BY:** Hector G. Cavazos **OF:** Fixed Assets Department

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** October 16, 2019

### RECOMMENDATION:

It is the recommendation that the Board of Trustees approve the resolution to authorize Administration to sell surplus items by sealed bids, direct sale, or to dispose of any property not sold.

### RATIONALE:

Attached you will find a listing of items which are being requested for sale or other disposition

### BUDGETARY INFORMATION:

The current budget will not be impacted.

### BOARD POLICY REFERENCE AND COMPLIANCE:

CI (Legal) – School Properties Disposal

CI (Local) – School Properties Disposal

CDB (Legal) – Other Revenues-Sale, Lease, or Exchange of School-Owned Property



# UNITED INDEPENDENT SCHOOL DISTRICT

Roberto J. Santos  
Superintendent

## MEMORANDUM

TO: United ISD Board of Trustees

FROM: Hector G. Cavazos, Fixed Assets Director *HGC*

THRU: Mike Garza, Assistant Superintendent for Administration/Support Services

DATE: October 16, 2019

RE: Disposal of Salvage Furniture & Equipment

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Attached is a list of salvage furniture and equipment that is no longer serviceable by United Independent School District. The listed items were removed from campuses and departments District-wide, and were declared damaged and/or unusable. The Fixed Assets Department will conduct an auction through a licensed auctioneering firm or solicit sealed bids in order to dispose of the items. Any items not sold will be discarded. Please feel free to contact my office if you have any questions.

## RESOLUTION

**WHEREAS**, the United Independent School District Board of Trustees declares that the property described on the attached list of personal property be declared surplus and not usable to the District,

**WHEREAS**, The Texas Education Code 11.151 (c) states, "The trustees may, in any appropriate manner, dispose of property that is no longer necessary for the operation of the school district",

**WHEREAS**, United ISD Policy CI (Local) and administrative procedures prescribe the manner of the sale and disposition of surplus property,

**WHEREAS**, be it further resolved that the Superintendent is directed to dispose of the said property, using one of the following methods:

1. To the Highest bidder, after advertisement in a newspaper of general circulation at least one week before the closing of sealed bids;
2. By public auction;
3. The Superintendent or designee may reject all bids;
4. Should any of the disposal methods described above fail to result in the disposal of the property, the property may then be disposed of in the following manner:

(a) In a District-run informal auction, to the highest bidder, without the necessity of a newspaper advertisement, after posting written notice of the date, hour and place of the auction, and the giving of a general description of the property, in a place readily accessible to the general public at all times for at least 72 hours before the scheduled time of the auction;

(b) If the property is not disposed of after the informal auction, the Superintendent or designee is hereby authorized to either (i) keep the property and dispose of it at a later time; or (ii) sell the property that has value, on a first-come-first-serve basis, after notice to the public as aforesaid, and (iii) give away aforesaid, or (iv) scrap the property that has no value to the District in an authorized dumpsite;

(c) Except, however, property described in (a) and (b) above, that has been determined by the Superintendent or designee to have intrinsic value to the District that exceeds the cost to the District of retaining it in storage or elsewhere may not be given away or scrapped. Property that has less value than the cost of retaining it shall be considered for purposes of subsection (b) above as having "no value".

**BE IT RESOLVED** by a majority vote of the United Independent School District Board of Trustees at a lawfully called meeting of the Board on **October 16, 2019**.

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Ramiro Veliz, III  
President, Board of Trustees

ATTEST:

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Ricardo "Rick" Rodriguez  
Secretary, Board of Trustees

## Warehouse Surplus Totals

Item Description	Total Items
A/C UNIT	1
Accessories	1
ADAPTER	8
AED	1
AED Adult Pads	1
AED TRAINER	12
Air Balometer	1
Air Compressor	1
Airfilter	1
ALPHASMART	2
Audiometer	8
AUTO SCRUBBER	1
AVIVA PLUS	1
Balls	4
Base for Net	1
Batteries	2
BEDS	3
BEIGE MAP	1
Bench	9
BINDING SYSTEM	2
BLOOD PRESSURE	3
BLOWER	2
BOARDS	5
BOOKSHELVES	16
Box Televisions	46
BOXES OF CABLES	9
BRUSH CUTTER	4
BUCKETS	6
CABINETS	77
CALCULATOR	1297
CAMERA	50
CARTS	59
CASES	20
CASSETTE PLAYER	12
Cassette Recorder	39
CD PLAYER	1
Chair	544
Chair-Student	5
China Plate Carrier	1
Chop Saw	2
CISCO	8
CLASSROOM SCREENS	1
Combos-Desks	27
COMPUTER-MONITOR	1902
CPR DEFIBRILATOR	1

## Warehouse Surplus Totals

Item Description	Total Items
CPR TEACHING MATERIALS	6
CPS CHALKBOARD	1
CPU	1295
CUBBIES	1
CUBIC FURNITURE	1
Custodial-Vaccum	6
Cutter	1
Dell Power Edge	2
Dell Rack	1
DESKS	184
Desks-Office	2
Desks-Student	2
Desks-Teacher	8
DOCUMENT CAMERA	248
Dolly	1
DOORS	6
DRAWERS	6
Drill Press	19
DRYER	8
DVD PLAYER	23
DVDs	3
DVR PLAYER	7
EVENCARE G2	2
Fan	1
FAX MACHINE	3
Fce Mask	5
First Aid Kit	1
FLAG	1
Frames	4
Frisbees	9
FURNITURE	3
Germicidal Monitors	1
GLASS	13
Globe	4
Glucometer	3
HAMMER	2
Head set	1
HEADPHONES	35
HEALTH BOOKS	18
Health Work books	16
Hockey Pucks	7
Hockey Sticks	7
HOLE PUNCHER	1
INSTRUMENT-BARITONE	28
INSTRUMENT-CLARINET	23
INSTRUMENT-CORNET	16

## Warehouse Surplus Totals

Item Description	Total Items
Instrument-Drums	26
INSTRUMENT-EUPHONIUM	4
INSTRUMENT-FLUTE	26
INSTRUMENT-FRENCH HORN	20
INSTRUMENT-SOUSAPHONE	9
INSTRUMENT-TROMBONE	42
INSTRUMENT-TRUMPET	11
INSTRUMENT-TUBA	8
INSTUMENT-CASE	1
Ipod	2
Karaoke	2
KARAOKE MACHINE	1
KEYBOARD	36
KEYBOARD	20
KEYBOARD BOXES	1
KEYBOARDS	12
LABEL WRITER	2
LADDER	3
LAMINATING MACHINE	2
LAMPS	5
LAPTOPS	709
LAPTOPS POWER ACCESSORIES	20
LARGE GLASS TOP	1
LAWNMOVER	1
LIGHT BULBS	1
Manequins	5
MANIKINS	65
Mannequins	39
MAPS	4
MAT	1
MATS	11
MATTRES	4
MECHANIC EQUIPMENT	2
Medical Books	44
METAL FRAME	1
METAL SHELVING	1
METAL STRETCHER	2
MICROPHONE	2
Microwave	1
MICROWAVES	12
MIMIOPAD	3
MIRROR	3
MISC. BOXES	7
MISCELLANEOUS BOWES PARTS	5
Mobi Changer	1
MONITOR	476

## Warehouse Surplus Totals

Item Description	Total Items
MOPS	6
Motors-HVAC	57
Mouse	10
MSS TRAVLE BASE	1
NAPKIN DEPSER	1
NEBULIZER COMPRESSOR	1
NECK MACHINES	4
NETWORK	1
NURSING BOOKS	18
OLD TV BRAKERS	6
OTOSCOPE	3
Oximeter	2
PAINT	1
Paper Cutter	1
Pipe Bender	1
Plastic Bats	3
PODIUM	1
POPCORN MACHINE	1
POSTER MACHINE	1
POWER PRUNER	1
PRESSURE WASHER	1
PRINTER	196
Printers	116
PROJECTOR	40
Projectors	39
PUMP	1
RADIUS UNIT	1
RCA Player	1
RECORD PLAYER	7
RECORDER	2
REFRIGERATOR	15
RIDING LAWN TRACTOR	1
SAW	7
Scale	3
SCANNER	16
SCANTRON	1
SCRAPING MACHINE	1
SCREENS	4
Screens-Classroom	2
SENSORY RAMP	1
SENSORY TUNNEL	1
SERVER	38
SHELF	1
Shelves	4
SHREDDER	4
Small Tires	8

## Warehouse Surplus Totals

Item Description	Total Items
SMARTBOARD	14
Smartboards	8
SOFA	4
SPEAKER	43
Speakers	4
SPHYGMOMANOMETER	9
STALE	1
Stand	6
STANDS	8
STEREO	6
STOOL	6
STOOLS	10
STOVE	7
STRETCHERS	2
STUDENT DESK	12
SWINGLINE HOLE	1
TABLE	12
TABLES	155
Tablets	28
TELEVISION	161
Televisions	3
Televisions/Racks	29
Thermometer	5
Tiller	1
TIRES	8
TOASTER	1
TRACTOR	1
TRAINING TABLES	1
TREADMILL	4
TUMBLE FORMS	1
TV/DVD COMBO	1
Two-Way Radios	16
TYPE WRITER	10
Typewriter	1
VACCUM	7
VCR	6
VCR/DVD Combo	20
Vehicle-Truck	1
Vehicle-Van	1
VHS	13
WARM PACKS	2
WASHER	10
Water Fountain	1
WEIGHT MACHINE	2
Wheel Chair	2
WHEELCHAIR	3



## Warehouse Surplus Totals

Item Description	Total Items
WHITEBOARDS	11
WOOD	2
Wood Lathe	1
<b>Grand Total</b>	<b>9179</b>

# Food Service Surplus Totals

Item Description	Total Items
Aluminum Racks - Food Service	9
BOILER-FOOD SERVICE	1
BUCKETS-FOOD SERVICE	2
BUN PANS-FOOD SERVICE	106
CABINETS-FOOD SERVICE	1
CALCULATOR-FOOD SERVICE	1
CART-FOOD SERVICE	1
CASH BOXES-FOOD SERVICE	2
CHAIRS-FOOD SERVICE	35
COFFEE CONTAINERS-FOOD SERVICE	7
coffee makers-FOOD SERVICE	4
COMPUTER-MONITOR	18
COOLER-FOOD SERVICE	83
COPELAND COMPRESSOR-FOOD SERVICE	5
COPY MACHINE-FOOD SERVICE	1
CPU	18
CUTLER HAMMER-FOOD SERVICE	1
DESKS-FOOD SERVICE	6
DISHWASHER-FOOD SERVICE	3
DOORS-FOOD SERVICE	6
ELECTRIC FAN MOTORS-FOOD SERVICE	5
FLOURESCENT STRIPS-FOOD SERVICE	7
FLY CONTROL UNIT-FOOD SERVICE	1
FOOD PROCESSOR-FOOD SERVICE	1
FORKLIFT BATTERY-FOOD SERVICE	1
FRASCO ELECTRICAL MOTOR-FOOD SERVICE	3
ICE DISPENSER-FOOD SERVICE	1
ICE MAKER-FOOD SERVICE	1
KEYBOARD	16
KEYBOARD -FOOD SERVICE	2
LADDER - FOOD SERVICE	4
MICROWAVES-FOOD SERVICE	1
MONITOR-FOOD SERVICE	1
MOP BUCKETS-FOOD SERVICE	108
OVEN-FOOD SERVICE	15
PALLET JACK-FOOD SERVICE	2
PERFORATED PIZZA PANS-FOOD SERVICE	80
PIZZA CUTTERS-FOOD SERVICE	2
PLASTIC COOKIE CONTAINER-FOOD SERVICE	5
PLASTIC DISH RACKS-FOOD SERVICE	10
PRESSURE WASHER-FOOD SERVICE	1
PRINTER-FOOD SERVICE	10
REFRIGERATOR-FOOD SERVICE	3
ROLLUP CURTAIN - FOOD SERVICE	1
SCALE-FOOD SERVICE	6

## Food Service Surplus Totals

Item Description	Total Items
SCANNER-FOOD SERVICE	1
SINK ERATOR GARBAGE DISPOSAL-FOOD SERVICE	8
TABLES-FOOD SEVICE	3
TRASH CAN DOLIES-FOOD SERVICE	11
TRAY BASKETS-FOOD SERVICE	82
VACCUM-FOOD SERVICE	1
WATER HEATER - FOOD SERVICE	6
<b>Grand Total</b>	<b>709</b>