



**TO:** Board of Education  
Dr. Lisa Leali, Superintendent

**FROM:** Jay Kahn, Director of Finance and Operations/CSBO

**DATE:** May 20, 2025

**RE:** Disposition of District Property

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### **Administrative Action**

The District would like to sell the remaining cafeteria equipment from when used a food service management company to March Equipment, LLC for \$3,200.

### **Background**

Administration is required to notify the board, per Policy 4:80, of District personal property or real estate that is no longer needed for school purposes, so that the Board can consider its disposition. However, the administration may unilaterally dispose of personal property of a diminutive value.

### **Current Situation**

The District has transitioned way from a foodservice management company for providing cafeteria lunches in favor of a catering model. We still have an inventory of cafeteria equipment that is no longer being used. We are seeking to sell this surplus equipment to recoup some of the costs and to free up space.

#### **EQUIPMENT LIST**

<b>QTY.</b>	<b>DESCRIPTION</b>
2	CAMBRO ½ DOOR TRANSPORT CART
2	METRO ½ DOOR TRANSPORT CART, GREY
1	CAMBRO 2 COMPARTMENT OUTSIDE PORTABLE SINK
2	VOLLRATH 4 COMPARTMENT ELECTRIC STEAMTABLE W/SNEEZE GUARD



Quality Used and New Foodservice Equipment  
930 W Fullerton Ave  
Addison, IL 60101  
630-627-3031

April 25, 2025

Lake Bluff School District  
121 E. Sheridan Pl  
Lake Bluff, IL

To Whom It May Concern:

Thank you for the opportunity to bid on the items you are currently offering for sale. Our bulk offer for the enclosed list is \$3,200.00, which will be paid upon pick-up or delivery.

If you have any questions, please feel free to contact me at 630-627-3031.

Sincerely,

Steve Lewis  
March Equipment, LLC

SL:sis