



# UNITED INDEPENDENT SCHOOL DISTRICT

## AGENDA ACTION ITEM

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

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

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

**DATE ASSIGNED FOR BOARD CONSIDERATION:** September 15, 2020

### RECOMMENDATION:

It is the recommendation that the Board of Trustees approve the resolution to authorize Administration to sell surplus items by sealed or open bids, direct or third party 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

DATE: September 15, 2020

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 oversee the disposition of the listed items through an approved method as listed in the Board Resolution. 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 or designee 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. By direct or third party sale to the public;
4. The Superintendent or designee may reject all bids;
5. 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, at the discretion of the Superintendent or designee:

(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 September 15, 2020.

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Ramiro Veliz, III  
President, Board of Trustees

ATTEST:

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Ricardo "Rick" Rodriguez  
Secretary, Board of Trustees

Disposal of Salvage Furniture & Equipment  
September 2020

Discription	Totals
A/C Window Unit	1
Access Point	19
Adapter	5
AED Storage Box	2
amplifier	1
Audiometer-Sp. Ed	2
AverKey iMicro	1
Bags	6
Basketball Rack	2
Battery-Tech	11
Benches	3
BINDERS	3
Binding Machine	1
Blocks	1
blower	2
BOARDS	42
Book Case	58
Booklet Maker	1
Boomboxes	4
Brackets-Mounting	68
BUCKETS	42
Bulletin Boards	9
C.O.W. Cart	1
Cabinets	275
Cables	5
CALCULATORS	29
Camera-LIGHTS	1
Cameras-Digital	19
Camera-Video	2
Carpets	11
Carrying Cases	5
Cart-custodial	1
CARTS	53
Cash Registers	2
Cassette Player	9
Cassettes-VCR	18
CD PLAYER	11
Chair	828
Chalk Board	6
Channel One Receiver	1
Charging Carts	1
Christmas Trees	6
Cisco-AP	10
Cisco-Switch	69
Clickers-Presentation	149

Disposal of Salvage Furniture & Equipment  
September 2020

Discription	Totals
Clocks	1
Coffee Pots	1
Cordless phone	1
CPU	4,846
Curtains-Stage	1
Cutter/Dicer-Food Services	1
Desks-Office	192
Desks-Student	820
Divider	3
Document Camera	102
DOLLY	1
dryer	3
DVD/Bluray Player	20
DVDs	2
DVRs	16
Easel	1
EPI PEN	15
Fax Machine	1
FLAGS	4
Freezers	1
Globes	8
Glucometers	6
HARD DRIVES	9
Headphones	53
Hole Puncher-Electric	3
HUTCH	3
Instrument Cases	2
Instruments-Euphonium	5
Instruments-Trombones	2
Instruments-Tubas	1
Ironing Boards	2
Karaoke Machine	7
Keyboards	24
Keyboards (Boxes)	1
Kinder Furniture	9
Ladders	2
LAMINATOR	5
Language Master	2
LAPTOPS	510
lawn mower	5
Light Bulbs	2
Mannequins	11
MAPS	44
Mats-P.E.	4
Medical Manuals	1
METAL DETECTOR	2
Microphones	1
Microscopes	6

Disposal of Salvage Furniture & Equipment  
September 2020

Discription	Totals
Microwaves	7
Mimio Wireless	37
MIRRORS	2
Misc. supplies in a box	396
Monitor-Audio/Visual	7
Monitor-Computer	3,635
Mouse	13
Panel pen	4
PAPER CUTTER	1
Paper Holder (Dispensers)	1
PC Card	15
Piano	1
Podiums	2
Popcorn Machine	2
Port Replicator	17
Power Adapters	2
Pressure Washer	1
Printers	311
Projectors	87
Racks-Wooden	2
Radios-2 Way	18
Radius Audio Learning System	1
READER	3
Receivers	2
Record Player	7
Recorder-Audio	14
REFRIGERATOR	17
Remote	4
ROUTER	6
RUGS	1
SAFE	3
SCALE	3
SCANNER	19
Screens-Classroom	32
Servers	10
SHELVES	52
SHREDDER	5
SINK	4
Smart Boards	35
SOFA	7
Speakers	23
STANDS	13
Steamtables	6

Disposal of Salvage Furniture & Equipment  
September 2020

Discription	Totals
Steel Pipes	5
Stereo Equipment	3
STOOLS	44
STOVE	8
Switch	4
TABLES	306
Tables-Computer	3
Tablet-HP	58
TELEPHONE	3
Telescope	1
Telesensory Unit	46
Television/VCR Combo	6
Televisions/DVD Combos	7
Televisions/Mounts	44
Televisions/Racks	6
Thermostat-Analog	4
Toner	12
Toy Boxes-Wooden	2
Toys	3
Trash Cans	1
TRIPOD	4
Tripp Lite	8
Typewriter	3
Vacuums	5
V-Brick System	1
VCR/DVD Combo	15
Vehicle - Bus	2
Vehicle-Suburban	1
Vehicle-Truck	1
VHS Tapes	1
WASHER	1
Waxer	1
weed eater	1
Wheelchair	10
White Board	23
window blind	2
Wireless Keyboards	3
Zip Drives	2
<b>Grand Total</b>	<b>14,036</b>

Food Service  
Disposal of Salvage Furniture & Equipment

Description	Totals
Vulcan - Kettle	1
Vulcan - Double Convection Ovens	2
Vulcan - Braising Pan	1
Vulcan -Double Convection Ovens	2
State Sandblaster - Water Heater	1
Rheem/Ruud - Water Heater	1
Rheem/Ruud - Water Heater	1
Lincoln - Tomatoe Slicer	1
Aerohot- 4 Bin Steam Table	1
Rheem/Ruud - Water Heater	1
Manitowoc - Ice Maker	1
Delphield - 3 Door Refrigerator	1
General Electric - Freezer	1
Carter-Hoffmann - Holding Stainless Steel Table	1
Exhaust Fan	1
Duke - 5 Bin Steam Table	1
Carter-Hoffmann - Heating Cabinet	2
Victory - 2 Door Refrigerator	1
Salvajor - Garbage Disposal	1
Campbell Hausfeld - Air Compressor	1
Rigid - Plumbing Auger	1
Edlund - Electric Can Opener	4
Rigid - Plumbing Auger	1
Marfin - Toilet Paper Dispenser	1
Carter - Hoffman - Holding Stainless Steel Table	1
Mantowic - Ice Maker Bin	1
Bradeley - Hand Dryer	1
Hatco - Heater Element Box	1
Westward - Flycontrol Unit	1
Gas Burner Water Heater	1
Gateway 2000 - PC Monitor & Keyboard	1
Dewalt Cordless Drill	1
Office Chair	1
Cafeteria Tables	27
2 Compartment Stainless Steel Sink	1
9 Coffee Maker	9
Beverages Dispensers	12
Compartment Condiment Holders	8
Cubicle Dividers	16
Frymasters - Fryer	1
Plastic Crates - Cook Chill	21
Stainless Steel Rectangle Tubs	4
Grand Total	138