



# 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, 2021

### **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

David H. Gonzalez  
Superintendent

## MEMORANDUM

TO: United ISD Board of Trustees

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

THRU: Mike Garza, Associate Superintendent for Student Support Services *MG*

DATE: September 15, 2021

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 (live or virtual);
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, 2021.**

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Javier Montemayor, Jr.  
President, Board of Trustees

ATTEST:

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Juan Roberto Ramirez  
Secretary, Board of Trustees

Disposal of Salvage Furniture and Equipment  
September 15, 2021

Description	Totals
A/C WINDOW UNIT	1
ACCESS POINT	11
ADAPTER	91
AED STORAGE BOX	132
AMPLIFIER	8
ANTENNAE	1
AUDIO MIXER	7
BAGS	26
BATTERY-TECH	64
BLOWER	3
BOOK CASE	12
BOOKS	23
BOOMBOXES	1
BOOSTER CHAIR	2
BRUSHCUTTER	12
BUCKETS	8
BUCKETS-Child Nutrition	3
BUFFER-CUSTODIAL	1
BULLETIN BOARDS	1
CABINETS	78
CABLES	45
CALCULATORS	13
CALIFONE	2
CAMERAS-DIGITAL	61
CAMERAS-SURVEILLANCE	2
CAPTURE STATION	2
CARDMASTER	2
CARPET EXTRACTOR-CUSTODIAL	3
CARPETS	9
CARRYING CASES	5
CART-CUSTODIAL	8
CARTS	279
CASH REGISTERS	1
CASSETTE PLAYER	241
CD PLAYER	7
CHAIR	771
CHALK BOARD	3
CHARGING CARTS	11
CHARGING STATION-A/V	1
CHRISTMAS TREES	1
CISCO-AP	1
CISCO-SWITCH	152
CLICKERS-PRESENTATION	3
CLOCKS	1

Disposal of Salvage Furniture and Equipment  
September 15, 2021

Description	Totals
Coffee Makers	1
COIN COUNTER	4
COMPRESSOR	1
COMPUTER	135
CPU	430
DESKS-OFFICE	75
DESKS-STUDENT	314
DOCUMENT CAMERA	98
DOLLY	5
DOORS	1
DRILL	1
DRILL PRESS	2
DRYER	2
DVD/BLU-RAY PLAYER	7
DVDS	11
DVRS	7
EASEL	3
FAX MACHINE	2
FREEZERS-Child Nutrition	12
GARBAGE DISPOSAL	20
GENERATOR	1
GRIDDLES	1
HARD DRIVES	3
HEADPHONES	117
HEATER-Child Nutrition	3
ICE CHESTS	2
ICE CHESTS-Child Nutrition	25
ICE MAKER	2
ICE MAKER-Child Nutrition	1
INSTRUMENTS-BARTIONE	12
INSTRUMENTS-BASS CLARINET	2
INSTRUMENTS-CLARINETS	12
INSTRUMENTS-CORNET	15
INSTRUMENTS-DRUMS	23
INSTRUMENTS-FLUTES	8
INSTRUMENTS-FRENCH HORN	2
INSTRUMENTS-GUITAR	3
INSTRUMENTS-GUITARRON	1
INSTRUMENTS-MARIMBA	1
INSTRUMENTS-PIANO	1
INSTRUMENTS-SAXOPHONE ALTO	4
INSTRUMENTS-SAXOPHONE BARITONE	1
INSTRUMENTS-SAXOPHONE TENOR	1
INSTRUMENTS-SOUSAPHONE	2

Disposal of Salvage Furniture and Equipment  
September 15, 2021

Description	Totals
INSTRUMENTS-TROMBONES	20
INSTRUMENTS-TUBAS	10
INSTRUMENTS-XYLOPHONE	6
IPAD CASE	10
IRONING BOARDS	1
KARAOKE MACHINE	4
KEYBOARDS	64
KEYBOARDS-WIRELESS	2
KITCHEN EQUIPMENT	4
LADDERS	9
LAMINATOR	3
LAPTOPS	485
LAWN MOWER	1
LIGHT BULBS	4
LOCKERS	2
MAIL ROOM EQUIPMENT	1
MANNEQUINS	18
MAPS	1
MATS-P.E.	23
MATTRESS	3
METAL DETECTOR	1
MICROWAVES	4
MICROWAVES-Child Nutrition	1
MIMIO WIRELESS	9
Misc. Child Nutrition	15
MISC. CLASSROOM ITEMS	54
MISC. JANITORIAL ITEMS	114
MISC. MAINTENANCE	30
MISC. MECHANICAL TRANSPORTATION	10
MISC. MUSICAL INSTRUMENTS	5
MISC. NURSING ITEMS	5
MISC. OFFICE SUPPLIES/ITEMS	4
MISC. SPORTS EQUIPMENT	1
MISC. SUPPLIES IN A BOX	3
MISC. TECHNOLOGY	128
MISC. TOYS	6
MONITOR-COMPUTER	377
MOUSE	50
PALM PILOT	2
PANEL PEN	1
PAPER CUTTER	1
PODIUMS	2
POSTER MAKERS	41
POWER ADAPTERS	33

Disposal of Salvage Furniture and Equipment  
September 15, 2021

Description	Totals
POWER PRUNER	4
POWER SOURCE-A/V	5
PRINTERS	203
PROJECTOR (LAMP)	52
PROJECTORS	51
QUICK PADS	2
RACKS-STEEL	23
RACKS-STEREO	2
RADIO TRANSMITTER	1
RADIOS-2 WAY	10
READER	4
RECEIVERS	2
RECORD PLAYER	38
RECORDER-AUDIO	53
REFRIGERATOR	7
REMOTE	18
ROUTER	3
SAFE	9
SAW	1
SAW-Child Nutrition	2
SCALE	2
SCANNER	19
SCRAPS-METALS	40
SCRAPS-WOOD	40
SCREENS-CLASSROOM	7
SCRUBBER-CUSTODIAL	3
SERVERS	115
SHELVES	15
SHREDDER	2
SKELETON MODEL	1
SMART BOARDS	59
SMART TABLE	4
SOFA	1
SPEAKERS	7
STANDER-METAL	1
STANDS	4
STEEL PIPES	48
STOOLS	84
STOVE	1
SWITCH	43
TABLES	154
TABLES-Child Nutrition	9
TABLES-COMPUTER	8
TELEPHONE	1

Disposal of Salvage Furniture and Equipment  
September 15, 2021

Description	Totals
TELESENSORY UNIT	15
TENT	2
THERMO SCAN	2
THERMOSTAT-DIGITAL	2
TONER	1
TOWEL DISPENSERS	1
TRAM LIFT	2
TRAYS	1
TRIPOD	12
TRIPP LITE	31
TROPHIES	2
TYPEWRITER	10
VACUUMS	11
VCR/DVD COMBO	26
VCRS	19
VEHICLE - BUS	25
VIDEO CARDS	1
VIDEO CASSETTES	14
WAGON	3
WASHER	2
WELDING HOSE	2
WET/DRY-CUSTODIAL	72
WHEELCHAIR	7
WHITE BOARD	1
WIRELESS KEYBOARDS	6
ZIP DRIVES	3
<b>Grand Total</b>	<b>6482</b>