

Memorandum

To: Jenequa Eldridge
From: Gina Burgess/Warehouse Supervisor
Date: 3/9/2012
Re: Surplus

Please add the following items for the Board to deem as surplus to be auctioned or disposed of:

Sewing machines-from RHS do not work

Jenn-Air oven/range-replaced in Child Nutrition kitchen at Annex

Maytag dishwasher-replaced in Child Nutrition kitchen at Annex

General Electric refrigerator-replaced in Child Nutrition kitchen at Annex

Furniture -surplus/damaged/replaced w/new

Computers -outdated/no longer supported

Custodial Equipment -Quick floor scrubber-damaged/does not work

Custodial Equipment -Windsor floor scrubber/does not work

Powermatic 8" jointer-does not operate/has been replaced w/new

Rockwell 11" drill press-replaced w/new