M E M O R A N D U M

**TO: Dr. Randy Poe, Superintendent**

**Ms. Bonnie Rickert, Chairperson**

 **Board Members**

**FROM: Jehan Ghouse, Purchasing Administrator**

**DATE: October 23, 2018**

**RE: Declaration of and Sale of Surplus Bus**

**The Transportation Department has requested that the following vehicle be declared as surplus.**



**The Augusta Independent Schools has offered to purchase this bus to meet their needs. The offering price of $3,250 is competitive with what this vehicle would fetch at an auction.**

**I request that the Board declare Bus #194 as surplus and approve the sale to the Augusta Independent Schools in accordance with Board Policy, as presented.**