M E M O R A N D U M

**TO: Dr. Maria Brown, Chairperson**

 **Karen Byrd**

 **Julia Pile**

**Jesse Parks**

 **Dr. Tiffany Schussler**

**Matthew Turner, Superintendent**

**FROM: Jehan M. Ghouse, Purchasing Administrator**

**DATE: January 29, 2021**

**RE: Transportation department: Declaration of Surplus Vehicles**

**Bob Barrix, Transportation Director, requests that the vehicles shown below be declared as surplus and approved for disposal. They are deemed to be in poor condition and economically not feasible to maintain.**



**All items being disposed are documented and kept on file in the Finance office for review.**

**I request the board declare these vehicles as surplus, as presented.**