



Kenton County School District | It's about ALL kids.

Issue Paper

DATE:

04/21/2022

AGENDA ITEM (ACTION ITEM):

Consider/Approve the disposition of district equipment as surplus in accordance with the attached spreadsheet; offer the items for sale to the public using a sealed bid process, award items to the highest/best bidder(s), complete the sale and properly dispose of any items not sold through this process.

APPLICABLE BOARD POLICY:

Fiscal Management – Disposal of School Property 04.8

HISTORY/BACKGROUND:

The district requests that previously purchased equipment, that is no longer needed, be dispositioned as surplus and sold to the public through a sealed bid process.

FISCAL/BUDGETARY IMPACT:

None

RECOMMENDATION:

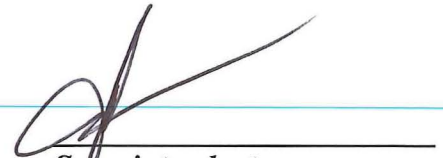
Approval to dispose of district equipment as surplus in accordance with the attached spreadsheet; offer the items for sale to the public using a sealed bid process, award items to the highest/best bidder(s), complete the sale and properly dispose of any items not sold through this process.

CONTACT PERSON:

Jennifer Weis-Smith


Principal/Administrator


District Administrator


Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.



SURPLUS REQUEST FORM

Quantity	Category	Asset Tag No.	Item Description	Make/Model No.	Serial No.	Condition	School/Building	Location of Item
2	Furniture	12345	4-Drawer Vertical File Cabinet, Black	HON 310	123456789	Fair	Scott High School	Science Department
11	Books		Encyclopedia of Technology and Applied Sciences, c2000			Good	Woodland Middle School	Library
9	Books		Science Activities, Grolier Education, c2002			Good	Woodland Middle School	Library
8	Books		World of Science, Facts on File, c1987			Fair	Woodland Middle School	Library
10	Books		ChemLab set, Grolier Education, c1998			Good	Woodland Middle School	Library
10	Books		Macmillan Encyclopedia of Science, c1991			Good	Woodland Middle School	Library
9	Books		Under the Microscope, Grolier Education, c2003			Good	Woodland Middle School	Library
14	Books		Marshall Cavendish Encyclopedia of Health, c1989			Good	Woodland Middle School	Library
10	Books		World Book's Young Scientist set, c1997, 2001			Good	Woodland Middle School	Library
9	Books		Junior WorldMark Encyclopedia of the Nations, 01999			Good	Woodland Middle School	Library
4	Books		Junior WorldMark Encyclopedia of World Holidays, c2000			Good	Woodland Middle School	Library
38	Books		Non-Fiction Books (100's-200's), outdated			Fair	Woodland Middle School	Library
82	Books		Non-Fiction Books (300's), outdated			Fair	Woodland Middle School	Library
2	Books		Non-Fiction Books (500's), outdated			Fair	Woodland Middle School	Library
1	Technology	22839	3D Printer (does not work)	BST 768	150-00102/P07422	Poor	Ignite Institute	
1	Food Service Equipment	17684	Warmer Box, Silver			Fair	Twenhofel Middle School	Stockroom
1	Food Service Equipment		Vulcan Oven			Poor	The Academies	Welding Bay
1	Food Service Equipment	22338	Serving Line, 5-pieces			Poor	The Academies	Welding Bay
1	Food Service Equipment		Snack Vending Machine, 6'x4', Black/Silver			Poor	Scott High School	Cafeteria
1	Food Service Equipment	15466	Food Slicer, Gray	Hobart		Poor	Beechgrove Elementary	Cafeteria
1	Food Service Equipment	15513	Metal Mixer	Hobart		Fair	Caywood Elementary	Kitchen
2	Food Service Equipment		Metal Can Rack, 7' x 3'			Fair	Caywood Elementary	Stockroom
1	Food Service Equipment	16077	Milk Cooler, 58" x 47" x 34"			Poor	Summit View Academy	Cafeteria
1	Food Service Equipment	16079	Milk Cooler, 49" x 47" x 33"			Poor	Summit View Academy	Cafeteria
1	Food Service Equipment	31692	2-Burner Gas Range			Fair	White's Tower Elementary	Cafeteria
15	Food Service Equipment		Wire Shelving Units			Fair	White's Tower Elementary	Cafeteria
1	Food Service Equipment	20432	Dish Machine - Clean and Dirty Tray Slides, 230" x 29" x 37.5", Stainless Steel			Fair	White's Tower Elementary	Cafeteria
1	Food Service Equipment		Serving Line, 4-Pieces Piece 1 -- 5 hot wells (74"x46.5"x50") Piece 2 -- Flat Top (50"x46.5"x50") Piece 3 -- Ice Cream Cooler (36"x46.5"x50") Piece 4 -- Register Stand (36"x46.5"x50")			Fair	White's Tower Elementary	Cafeteria
1	Food Service Equipment		Work Table - 3 Drawer with Top Shelf, 72" x 30" x 64", Stainless Steel			Fair	White's Tower Elementary	Cafeteria
1	Food Service Equipment	24546	Prep Table, L-Shaped, 72" x 96" x 30" x 35", Stainless Steel			Fair	Piner	Cafeteria
1	Food Service Equipment	28513	Serving Line - 2 Pieces, Stainless Steel Piece 1 -- 5 Hot Wells (74"x40"x50") Piece 2 -- 3 Quick Switch Wells (60"x30"x36")			Fair	Piner	Cafeteria
1	Food Service Equipment	17752	Meat Slicer	Hobart 1712		Poor	Piner	Cafeteria
1	Food Service Equipment		Commercial Food Processor, Plastic	Robot R4X		Poor	Piner	Cafeteria
1	Food Service Equipment		Square Work Table w/ Wheels, 31.5" x 31.5" x 35", Stainless Steel			Fair	Piner	Cafeteria
22	Food Service Equipment		Kenton County Logo Chef's Jacket, Cotton			Fair	Piner	Cafeteria
102	Food Service Equipment		Misc. Kitchen Utensils (spoodles, peelers, ladles, etc.)			Poor	Piner	Cafeteria
12	Food Service Equipment		Plastic Plates (for preschool use)			Good	Piner	Cafeteria



SURPLUS REQUEST FORM

Quantity	Category	Asset Tag No.	Item Description	Make/Model No.	Serial No.	Condition	School/Building	Location of Item
32	Food Service Equipment		Small Bowls, tan/mauve colored			Good	Piner	Cafeteria
28	Food Service Equipment		Single Use Gloves, 18 boxes @ 100 per box, 10 misc boxes			Poor	Piner	Cafeteria
1	Food Service Equipment	18053	Buther Block Work Table, 70" x 30" x 41.5"			Poor	Ryland Heights Elementary	Cafeteria
1	Food Service Equipment	18068	Dish Machine - Clean and Dirty Tray Slides, Booster Heater - 268" x 31" x 37", Stainless Steel			Fair	Ryland Heights Elementary	Cafeteria
1	Food Service Equipment	18073	Seving Line - 3 pieces, 118" x 50" x 49.5", Stainless Steel			Fair	Ryland Heights Elementary	Cafeteria
1	Food Service Equipment		Short Work Surface with Storage, 42" x 30" x 26", Stainless Steel			Fair	Ryland Heights Elementary	Cafeteria