



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

Issue Paper

DATE:

11/20/2023

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

Inv. No.	Quantity	Category	Asset Tag No.	Item Description	Make/Model No.	Serial No.	Condition	School/Building	Location of Item
1	1	Food Service Equipment		coffee pot			Poor	Patton	metal shop
2	1	Furniture		2.5X5' wood table			Fair	Patton	metal shop
3	1	Maintenance Equipment		Armana Dryer	w10571619		Poor	Patton	metal shop
4	1	Medical Equipment		White Privacy curtain (Foldable)			Poor	Patton	metal shop
5	1	Maintenance Equipment		Frigidaire washer/dryer stack			Poor	Patton	metal shop
6	1	Furniture		wooden preschool desk and shelves			Fair	Patton	metal shop
7	1	Furniture		wooden preschool office mailbox/cubbies			Fair	Patton	metal shop
8	1	Furniture		wooden preschool paper organizer cubbies			Fair	Patton	metal shop
9	1	Furniture		wooden preschool table			Fair	Patton	metal shop
10	1	Furniture		wooden preschool cubbies			Fair	Patton	metal shop
11	1	Furniture		wooden preschool cubbies			Fair	Patton	metal shop
12	1	Furniture		wooden preschool cubbies			Fair	Patton	metal shop
13	1	Furniture		wooden preschool table			Fair	Patton	metal shop
14	1	Furniture		wooden preschool table			Fair	Patton	metal shop
15	14	Furniture		wooden chairs			Fair	Patton	metal shop
16	1	Furniture		whiteboard / supply organizer			Fair	Patton	metal shop
17	6	Furniture		Rolling Whiteboards			Poor	Patton	metal shop
18	1	Maintenance Equipment		Basch washer			Poor	Patton	metal shop
19	8	Furniture		rolling table with drawer			Fair	Patton	metal shop
20	2	Furniture		table tops			Poor	Patton	metal shop
21	1	Furniture		book display shelf			Fair	Patton	metal shop
22	1	Maintenance Equipment		May tag dryer			Poor	Patton	metal shop
23	7	Furniture		small plastic classroom chaires			Fair	Patton	metal shop
24	2	Furniture		plastic classroom chairs			Poor	Patton	metal shop
25	2	Furniture		barber stools			Poor	Patton	metal shop
26	1	Furniture		2x4 table			Fair	Patton	metal shop
27	1	Furniture		wooden office file cabinet			Fair	Patton	metal shop
28	1	Furniture		metal racks			Poor	Patton	metal shop
29	3	Furniture		metal file cabinets			Fair	Patton	metal shop
30	1	Furniture		metal shelf			Fair	Patton	metal shop
31	1	Furniture		rolling office chair			Poor	Patton	metal shop
32	1	Furniture		metal shelf			Fair	Patton	metal shop

Inv. No.	Quantity	Category	Asset Tag No.	Item Description	Make/Model No.	Serial No.	Condition	School/Building	Location of Item
33	2	Furniture		2.5x5 tables			Poor	Patton	metal shop
34	1	Furniture		2.5x5 table			Poor	Patton	metal shop
35	1	Food Service Equipment		refrigerator			Poor	Patton	metal shop
36	1	Furniture		metal shelf			Poor	Patton	metal shop
37	1	Furniture		dark wooden desk			Poor	Patton	metal shop
38	1	Furniture		desk			Poor	Patton	metal shop
39	1	Furniture		metal with wood top			Poor	Patton	metal shop
40	1	Furniture		metal cabinet			Poor	Patton	metal shop
41	1	Furniture		5' long wooden bench			Fair	Patton	metal shop
42	1	Furniture		2x4 table			Fair	Patton	metal shop
43	7	Furniture		plastic classroom chairs			Poor	Patton	metal shop
44	1	Furniture		15x30x30 black metal file cabinet			Fair	Patton	metal shop
45	1	Furniture		black metal shelf			Poor	Patton	metal shop
46	1	Furniture		metal shelf with wood shelves			Fair	Patton	metal shop
47	1	Furniture		teachers desk			Fair	Patton	metal shop
48	1	Furniture		double student desk			Fair	Patton	metal shop
49	3	Furniture		blue office chairs			Poor	Patton	metal shop
50	4	Furniture		small metal file cabinet			Fair	Patton	metal shop
51	3	Furniture		library chairs			Poor	Patton	metal shop
52	1	Furniture		old rolling chair			Fair	Patton	metal shop
53	11	Furniture		old chairs			Fair	Patton	metal shop
54	6	Furniture		classroom chairs			Fair	Patton	metal shop
55	10	Food Service Equipment		round café table			Fair	Patton	metal shop
56	3	Furniture		round tables			Fair	Patton	metal shop
57	7	Furniture		wood library tables			Fair	Patton	metal shop
58	1	Furniture		wood library tables			Fair	Patton	metal shop
59	7	Furniture		black rolling carts			Fair	Patton	metal shop
60	2	Furniture		file cabinets			Fair	Patton	metal shop
61	1	Technology		smart board			Fair	Patton	metal shop
62	1	Furniture		big wooden desk			Fair	Patton	metal shop
63	1	Furniture		half a desk			Fair	Patton	metal shop
64	1	Furniture		teachers desk			Fair	Patton	metal shop
65	1	Furniture		organization table w/ many drawers			Fair	Patton	metal shop
66	1	Furniture		white teachers desk			Fair	Patton	metal shop
68	1	Furniture		barber stools			Fair	Patton	metal shop
69	1	Furniture		2x5 computer desk			Fair	Patton	metal shop

Inv. No.	Quantity	Category	Asset Tag No.	Item Description	Make/Model No.	Serial No.	Condition	School/Building	Location of Item
70	7	Furniture		random office chairs			Fair	Patton	metal shop
71	1	Furniture		kidney table			Fair	Patton	metal shop
72	6	Furniture		basketball backboards			Fair	Patton	metal shop
73	6	Furniture		cork / white boards			Fair	Patton	metal shop
74	1	Furniture		3.5x2.5 teachers desk			Fair	Patton	metal shop
75	1	Furniture		2.5x5 teachers desk			Fair	Patton	metal shop
76	1	Furniture		metal shelf			Fair	Patton	metal shop
77	1	Furniture		round table top			Fair	Patton	metal shop
78	4	Furniture		small plastic chairs			Fair	Patton	metal shop
79	10	Furniture		small safes			Fair	Patton	metal shop
80	6	Furniture		leather chairs			Fair	Patton	metal shop
81	5	Furniture		classroom chair with book crate			Fair	Patton	metal shop
82	1	Furniture		sm round table			Fair	Patton	metal shop
83	1	Furniture		sm round table with base			Fair	Patton	metal shop
84	1	Furniture		2x3 table			Fair	Patton	metal shop
85	1	Furniture		file cabinets			Fair	Patton	metal shop
86	2	Furniture		sm tan metal shelf			Fair	Patton	metal shop
87	1	Furniture		6x2 science desk with drawers			Fair	Patton	metal shop
88	1	Furniture		tan file cabinet			Fair	Patton	metal shop
89	1	Furniture		sm metal cabinet with shelves and doors			Fair	Patton	metal shop
90	1	Furniture		3x1.5 table			Fair	Patton	metal shop
91	1	Furniture		file cabinet			Fair	Patton	metal shop
92	1	Furniture		sm metal cabinet with sliding doors			Fair	Patton	metal shop
93	1	Furniture		wooden desk			Fair	Patton	metal shop
94	1	Furniture		teachers desk			Fair	Patton	metal shop
95	1	Furniture		sm cabinet			Fair	Patton	metal shop
96	1	Furniture		sm roofing table			Fair	Patton	metal shop
97	1	Furniture		round table top			Fair	Patton	metal shop
98	27	Furniture		student desks			Fair	Patton	metal shop
99	1	Furniture		two tier computer tables w wheels			Fair	Patton	metal shop
100	22	Furniture		student desks			Fair	Patton	metal shop
101	3	Furniture		random chairs			Fair	Patton	metal shop
102	8	Furniture		plastic deviders(blk)			Fair	Patton	metal shop
103	1	Furniture		whiteboard cabinet			Fair	Patton	metal shop
104	1	Furniture		6X12 Cloth awning (food line)			Fair	Patton	
105	1	Maintenance Equipment		72" John Deere Snow Blade		1M072SBXPE0010761	Poor	Patton	

Inv. No.	Quantity	Category	Asset Tag No.	Item Description	Make/Model No.	Serial No.	Condition	School/Building	Location of Item
106	1	Maintenance Equipment		72" John Deere Snow Blade		1M072SBXCE0010702	Poor	Patton	
107	1	Maintenance Equipment		2007 John Deere Gator 4X2 (3053 Hr's running time)		W04X25D017898	Poor	Patton	metal shop
M1	2	Medical Equipment		wheel chair w/ head support			Fair	Patton	metal shop
M2	3	Medical Equipment		wheel chair			Fair	Patton	metal shop
M3	1	Medical Equipment		rooling medical table with velcro straps			Fair	Patton	metal shop
M4	2	Medical Equipment		wood stretcher's			Fair	Patton	metal shop
M5	3	Medical Equipment		medical rooling bed			Fair	Patton	metal shop
M6	5	Medical Equipment		medical dummys			Fair	Patton	metal shop
M7	2	Medical Equipment		medical chairs			Fair	Patton	metal shop
M8	1	Medical Equipment		odd wheel chair			Fair	Patton	metal shop
	1	Food Service Equipment	15356	Vulcan Single Stacking Oven			Damaged	Taylor Mill Elementary	kitchen
	1	Food Service Equipment	15357	Vulcan Single Stacking Oven			Damaged	Taylor Mill Elementary	kitchen
	51	Athletic Equipment		Old Band Jackets			Fair	Dixie Heights High School	Band Storage Room
	46	Athletic Equipment		Old Band Pants			Fair	Dixie Heights High School	Band Storage Room
	14	Athletic Equipment		Old Band Shako Hats			Fair	Dixie Heights High School	Band Storage Room
	1	Furniture		Blue bookcase metal 3 shelf			Poor	Ryland	Mobile Classroom
	2	Furniture		Tan 4 drawer file cabinet	HON Model		Poor	Ryland	Mobile Classroom
	1	Furniture		Black 4 drawer file cabinet	HON Model		Poor	Ryland	Mobile Classroom
	1	Furniture		Grey 4 shelf metal bookshelf			Poor	Ryland	Mobile Classroom
	1	Furniture		Orange 4 shelf metal bookshelf			Poor	Ryland	Mobile Classroom
	2	Furniture		Rolling tables			Poor	Ryland	Mobile Classroom
	2	Furniture		Grey computer tables			Poor	Ryland	Mobile Classroom
	1	Furniture		Wooden table			Poor	Ryland	Mobile Classroom
	1	Furniture		Dark brown table			Poor	Ryland	Mobile Classroom
	1	Furniture		Small black 2 drawer file cabinet	HON Model		Poor	Ryland	Mobile Classroom
	1	Furniture		Small tan 2 drawer file cabinet	HON Model		Poor	Ryland	Mobile Classroom
	1	Furniture		Bookrack			Poor	Ryland	Mobile Classroom
	1	Furniture		Grey teacher's desk			Poor	Ryland	Mobile Classroom
	4	Furniture		Tall wooden tables from library			Poor	Ryland	Mobile Classroom
	3	Furniture		Small wooden tables			Poor	Ryland	Mobile Classroom
	2	Furniture		Bookshelves with easels that roll around			Poor	Ryland	Mobile Classroom
	1	Furniture		Green 3 shelf metal bookcase			Poor	Ryland	Mobile Classroom
	1	Furniture		Wooden cubby 6 shelf			Poor	Ryland	Mobile Classroom
	1	Furniture		Double sided dry erase easel			Poor	Ryland	Mobile Classroom
	2	Furniture		Green kidney tables			Poor	Ryland	Mobile Classroom
	2	Furniture		Round tables			Poor	Ryland	Mobile Classroom