

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

August 19, 2014

Agenda Item: 4.3

Subject: Approval of Declaration of Surplus Property to be Sold at Private Sale and Donation or Disposal of Any Items Not Sold

Background: The District will properly dispose of personal property that is surplus to the instructional or administrative needs of the District. In this case, the current listing includes computer, medical, laboratory and office equipment, library furniture and books surplus from Chabot College and Las Positas College. When saleable, items will be sold to employees or students at private on-line auction to the highest bidder. All items are sold or donated in “as is” condition. As standard procedure, notices are sent to the following Districts in our local service area:

- Pleasanton USD
- Dublin USD
- Livermore Valley Joint USD
- Hayward USD
- San Leandro USD
- San Lorenzo USD
- Castro Valley USD
- Newark USD

Any remaining items that cannot be sold or donated will be marked for proper disposal. Any disposable item which meets applicable criteria shall be sold as e-waste.

Recommended Action: That the Board of Trustees approves the proposed items surplus to the needs of the District and that the Chancellor be authorized to dispose of the same in accordance with Board Policy 3212 and that the funds derived from the sale be placed in the General Fund of the District. Further, any items that are not sold by private sale be donated to charitable organizations or disposed of by District staff in accordance with California Education Code Section 81452.

Submitted: Lorenzo Legaspi/Date

Approved: Jannett N. Jackson /Date

_____ APPROVED

_____ DISAPPROVED

_____ TABLED

