



# Pacifica School District

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Preparing Students for an Evolving World  
[www.pacificasd.org](http://www.pacificasd.org)

## MEMORANDUM

Administrative Services

Meeting of 03/02/2016

TO: Wendy S. Tukloff, Ed.D., Superintendent  
For Board of Trustees

FROM: Josephine Peterson, Chief Business Official

SUBJECT: Declaration of Surplus Equipment

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### Recommendation

It is recommended that the Board declare the attached list of equipment listed as surplus.

### Background

Education Code 39520 allows for the governing board of any school district to sell for cash any personal property if the property is no longer needed. Education Code 39521 allows the governing board by a unanimous vote to sell property valued less than \$2500 at a private sale. This eliminates the need to advertise in three newspapers and incur additional advertising expense.

The cost to repair or replace these items is more than their worth.

## Pacifica SD Inventory for Surplus Sale (By Lot)

Lot 1 – Jacobsen 12' trailer (located outside)

Lot 2 – Lot of 2 rooms of furniture including approximately:

- 1 large desk
- 20-25 metal file cabinets (misc sizes)
- 8 metal shelf racks/cabinets
- 5 rolling metal carts
- 7 desks (misc sizes)
- 7 chairs
- 3 pianos
- 2 typewriters
- Misc other equipment

Lot 3 - Multipurpose room full of books including approximately:

Approx 20-25' room full of boxes of books in pallets (some are textbooks, some library books)

- Misc Calendars and large format books
- Some file folders
- Misc magazines (ie. National Geographic, etc.)
- 1 rack of stacking chairs
- 3 easels

Lot 4 - Lot of approximately 50 brand new trash bins

Includes:

- Brute round red bins (approx. 11)
- Brute red square bins (approx. 28)
- Large yellow bins with lids and wheels (approx. 12)

Lot 5 - Misc lot of on room 18' x 30' full of empty drums, other misc

Includes approx.:

- 20 – 55 gallon empty drums that used to hold liquid soap
- 1 pallet of wood plank boards
- 11 metal shop cabinets
- Chemical stations
- 1 camper shell
- Parts storage for small tool bits, etc (full of screws, bolts...)
- Misc racks
- Many misc items that could not be seen, some never opened in boxes

Lot 6 - Lot of 4 Dayton compressors (condition unknown)

Stored in a student bathroom

Lot 7 - Full room full of Misc assets (formerly used as a library)

Includes approx.:

- Cabinets
- Shelves
- Toys
- 1 set of golf clubs
- Exercise equipment
- Art projects
- Music (ie. old records)
- Stereo equipment
- Lot of terrariums

- Games
- Old Zenith cabinet
- Stroller, rocking horses
- Other misc
- Lot 8 - Room full of furniture including:
  - Approx 36' x 30' room full of:
  - 40-50 metal cabinets
  - 20 desks
  - A few wood cabinets
  - Other misc equipment
- Lot 9 - Room full of furniture including:
  - Approx 36' x 36' room full of approx:
  - 20 metal cabinets
  - 13 IT Server racks
  - 8 library shelves
  - 6 wood cabinets
  - 2 chalkboards
  - 2 rolling cabinets
  - Other misc:
- Lot 10 – Room full of furniture including:
  - Approx 36' x 50' room full of:
  - Easels
  - 3 pianos
  - 40+ desks (At least 50 pc of furniture minimum)
  - Chalkboard
  - Library shelves 10+
  - Some books/games
  - Chairs
  - Some boxes (who knows what's in them)
  - Other misc:
- Lot 11 - Room full of furniture
  - Approx 36'x 36' room including approx.:
  - Round Tables (some folding) – 5
  - Metal cabinets – 5
  - Glass cabinets – 2
  - Folding tables – 10
  - Desks/Tables – 30
  - Wood cabinets – 5 (some roll)
  - Metal Stools – Approx 120
  - Other misc:
- Lot 12 – Room full of furniture
  - Approx 30'x50' room including approx.:
  - 100 pc of student desks/file cabinets (some metal/some wood)
  - 2 flag poles
  - Some AV equipment
- Lot 13 - Room full of Art, Equipment and Furniture
  - Approx 40'x50' room
  - Including approx.:
  - Lots of blue stacking chairs (student)

- Clothes
- Headphones
- Lots of art (both finished art and supplies)
- Kids furniture
- 1 red futon
- Misc carts
- Misc racking
- Some full sized wall maps
- Misc music stands
- Misc furniture, carts, etc.
- Lot 14 – Huge room full of Equipment and Furniture
  - Includes approx.:
  - Misc desks
  - 1 step machine
  - 1 CA topographic map (large)
  - Misc carts
  - Misc toys
  - Small lockers
  - Headphones
  - Large format blank paper (colored and white)
  - Audio machines
  - Misc speakers
  - Misc toys, puzzles, games, art
  - 1 cash box/machine
  - 1 cabinet for plans (large art) storage
- Lot 15 – 1 lot of 7 Spotlights
  - Some are with stand (4)
- Lot 16 – Large Room full of misc art, chairs, desks, etc.
  - Includes:
  - Chairs, art, desks, games, furniture
  - Other misc boxes that weren't opened (filled with ?)
- Lot 17 – Lot of small Student desks and furniture
  - 3 hallways full of desks including approx.:
  - Student desks w/ storage (approx. 50)
  - 2, 12' long filing cafeteria tables
  - 1 Hamilton piano
  - 2 cabinets
  - 12 other small student desks
  - Misc other furniture
- Lot 18 – Room Full of Stacking Chairs, Student desks, etc.
  - Includes approx.:
  - Metal storage racks (approx. 15)
  - Wooden Chairs (approx. 28)
  - Plastic/metal stacking student chairs (300 minimum)
  - Student desks with no storage w/ chair built in (approx. 30)
  - Student desks w/ storage but no chair (approx. 80)
  - Misc other furniture
- Lot 19 – Lot of Razor Scooters – approx. 7
- Lot 20 – Huge lot of AV equipment and carts (in 3 long hallways)

Includes approx.:

Large IT Server racks – approx. 10

Misc AV carts (wheeled) approx. 20

Misc furniture (bookshelves/tables/carts)

Overhead projectors – approx. 23 misc brands

Audio/Stereo equipment (DVDs/cassettes, etc.)\_ - approx. 3

5 big screen TVs

2 large flat screen TVs (Sony)

23 other TVs

1 bin full of T-squares

Other misc...

Lot 21 – Room Full of AV Carts

Approx 20'x30' room filled to the top, wall to wall, ceiling to floor

Wheeled AV Carts

Perhaps some server racks

Look to be approx. 100-150 carts