

DAVIS JOINT UNIFIED SCHOOL DISTRICT

SURPLUS ITEM REQUEST

The following items are required to be approved for surplus by the Board of Education:

- Any item with a purchase price of \$500 or more.
- Any item purchased as "equipment" or "furniture", regardless of purchase price.

Computer Equipment

- Please include ANY technology equipment (computers, printers, keyboards, etc) so that Technology can be notified of their deletion

Like items without individual inventory/serial or other identifying numbers may be grouped together, such as "140 student desks" or "50 ABC of Reading textbooks IBN #123456789".

| District Inventory # | Description (books--include titles or IBN#) | Serial/other identifying number | Condition (e.g. Good, Broken, Obsolete) | Location (Site Name) | Other |
|----------------------|---|---------------------------------|---|----------------------------|-------|
| | CPU | KHARPD 059 | Broken | K-666-small room/greenwall | |
| 015590 | CPU | optiplex 780 | obsolete | | |
| 010245 | CPU | DELL | | | |
| 010308 | CPU | DELL | | | |
| 010577 | CPU | DELL | | | |
| 015921 | CPU | DELL | | | |
| 015585 | CPU | DELL | | | |
| 015589 | CPU | DELL | | | |
| 014XGW | CPU | DELL | | | |
| 002-554 | CPU | DELL | | | |
| 015586 | CPU | | | | |
| | Apple CPU | | | | |
| 9ND8FY1 | Projector | DELL | | | |

1. Fill out form as completely as possible.
2. Submit to Maintenance & Operations (maintenance@djUSD.k12.ca.us or fax 757-5321).
3. Copy Technology on any computer equipment (technology@djUSD.k12.ca.us or fax 757-5319).
4. You will be contacted by Maintenance regarding disposal of items once Board approval has been received. You must store all items on site until contacted.

Completed By:

Michelle Keeler

Date Completed:

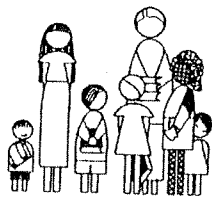
4-17-18

Contact Name:

Michelle Keeler

Contact Phone:

530.757.5330 ex 209



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|----------------------|---|---------------------------------|---|---------------------------|-------|
| 2 | listening center hamilton | | obsolete | K-66-small room/greenwood | |
| 1 | 3m table projector | | | | |
| | VCR - Fisher | | | | |
| 9 | Dell monitors | Dell | | | |
| 4 | large box monitor | Dell | | | |
| | Xerox printer | | | | |
| 010658 | Avermedia projector | | | | |
| | Alpha Smart (7) in box | | | | |
| | Amp | mitsubishi | | | |
| 6 | Dell keyboards | | | | |
| | key boards | Versa point RF | | | |
| | key board | Versa point RF | | | |

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 Contact Name: Michelle Keeler

Date Completed: 4-17-18
 Contact Phone: 757 5330 ex 209