

SURPLUS PROPERTY DISPOSAL JUSTIFICATION FORM

The School Board requires an explanation as to why an item is determined to be surplus when it falls into one of the following categories:

- 1. Less than 5 Years old** **2. Original cost was more than \$5,000** **3. Has not yet met its life cycle**

When disposing of an item that applies to any of the these three areas, this form **must** be completed in its entirety, signed by the appropriate department head(s), and returned to Distribution Services (attention Sandy Kimple) before a pick-up date will be scheduled.

Please complete all areas below, giving as much detail as possible:

SECTION A: TO BE COMPLETED BY DISTRIBUTION SERVICES

Asset #: 007031151 Description of Item: LENOVO THINKPAD X395 LAPTOP
 Acquisition Date: 06/01/2020 Original Cost: \$1,050.00 Current Book Value: \$630.00 Life Cycle: 5

SECTION B: TO BE COMPLETED BY THE SITE ADMINISTRATOR

1. Check (v) one of the following boxes:

- Item(s) are uneconomical to repair *or* Item(s) obsolete & no longer usable

2. It is **required** to attach supporting documentation or complete the details section below. Your items **will not** be picked up if this information isn't provided.

3. Details: The laptop has liquid damage. It was recommended by TSS that the laptop be DCRed.

Maggie Rassel, Principal of Golfview Elementary
 Administrator Name (print) / Title

Maggie Rassel
 Administrator Signature

8/29/22
 Date



SECTION C: TO BE COMPLETED BY THE APPROPRIATE DIVISION HEAD AND CABINET MEMBER

Jane Cline, Assistant Superintendent of Elementary L&L
 Administrator Name (print) / Title

Jane Cline
 Administrator Signature

9/8/22
 Date

Administrator Name (print) / Title

Administrator Signature

Date

SECTION D: TO BE COMPLETED BY SANDY KIMPLE, SUPERVISOR DISTRIBUTION SERVICES

Documentation Reviewed / Submit Request to Board for Approval: *Sandy Kimple* 9/12/22
 Sandy Kimple, Supervisor, Distribution Services / Date



School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark W. Mullins, Ed.D., Superintendent



November 16, 2022

TO: Kristy Rodriguez, Director
Procurement and Distribution

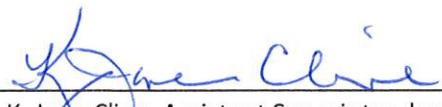
FROM: Carol Mela Ed.D., Director Title I *cm*
Elementary Leading and Learning

SUBJECT: Trade In of Asset Tagged Property

The Office of Title I is requesting to trade-in our Mini Language Interpretation System. Attached you will find the quote for the purchase of (2) new Language Mini 900MHz Interpretation Systems which include the following items in each set:

- Microphone
- 20 receivers
- 20 headphones
- 1 large soft-sided carry case
- 1 - 24 slot battery charging tray

The ARG Sales & Trade-in discount is \$3200.00 for the old system. The asset tag number is 007021029 Audio Resources 2 Mini Language Interpretation System.

Approved by: 
K. Jane Cline, Assistant Superintendent
Elementary Leading & Learning

Cc: Sandy Kimple, Surplus Warehouse
Susan Denyer, Director Accounting Services

Approved
11/16/22 

Dr. Carol Mela, Director
Elementary Leading & Learning
Phone: (321) 633-1000, ext. 11350





Audio Resource Group

405 Main Ave W Unit 4G
West Fargo, ND 58078

Phone (888) 468-4552
Fax (888) 373-4819
www.argaudio.com

Quote

Quote #	Expiration Date
420765	12/31/2022

Bill To

Brevard CO SB
2700 Judge Fran Jamieson Way
Viera FL 32940

Ship To

Brevard Co SD
2700 Judge Fran Jamieson
Viera, FL 32940

Contact Person	Rep	ARG Vendor ID	Terms	Bid #		
Denise Gillich	JV	V0000213639	NET 45			
Item	Description	Qty	U/M	Rate	Total	
ARG-LIS1L900M-20	1 Language Mini 900MHz Interpretation System 1 Transmitter, 1 Headworn Microphone, 20 Receivers, 20 Headphones, 1 Large Soft-Sided Carry Case and 1 24-Slot Battery Charging Tray included	2		3,980.00	7,960.00	
ARG-Sales Discount	ARG Sales & Trade-In Discount (1 TX & 20 RX)			-3,200.00	-3,200.00	
	*FREE SHIPPING *NO SALES TAX *5-YEAR WARRANTY *FREE LIFETIME TECH SUPPORT Sales Tax			0.00%	0.00	
		Subtotal			\$4,760.00	
		Total			\$4,760.00	