

Board Submission Form Bloomfield School District

Meeting Date: 4/13/2021

Item Title: Disposal of Old IT Equipment

Action Requested By: Russell Florez Presented By: Russell Florez

Action Requested: Permission to properly dispose of old IT Equipment

Item Summary: Properly dispose of Old/Non Functioning IT Equipment

Brief History (if applicable): _____

Answer the following:

Request: Permission to Dispose of IT Equipment

Benefit or Impact to the District: Reduction of non working IT inventory

Reason for Request: Dispose of Non Working IT Equipment

Cost: \$7,000.00 What Budget: 31701

Mandate: Yes No

Budget OR Grant: Budget: X Grant: _____

Summary By/Title: Removal of IT Equipment

Attachments: See Attachment Inventory List

Route for Staff Review:	Reviewed By:	Comments:
_____ Not Applicable	_____	_____
_____ Finance	_____	_____
_____ Purchasing	_____	_____
_____ Human Resources	_____	_____
_____	_____	_____
_____	_____	_____

Attached Disposal List Count

Laptops-20
CPU-37
Chromebooks-200
Printers-15
Projectors- 4
Doc Camera-1