

## EQUIPMENT AND MERCHANDISE SALES

Merchandise and equipment no longer usable for the purpose for which it was acquired or built, shall be declared surplus by the head of the department to which the merchandise or equipment has been assigned.

The Terrebonne Parish School Board will then call for sealed bids for the sale of such merchandise or equipment and said bids will be opened publicly and disposed of in a prudent, business-like manner. The Terrebonne Parish School Board shall reserve the right to accept or reject any and all bids.

The sale of surplus merchandise or equipment shall be final, on the "as is" or "where is" basis and will carry no warranties whatsoever.

### SALE OF SURPLUS USED BUSES AND OTHER VEHICLES

1. Surplus buses and other vehicles will be disposed of in a prudent business-like manner.
2. Surplus buses and other vehicles will be sold to the general public by sealed bid to the Terrebonne Parish School Board. All bids must be enclosed and sealed in the self-addressed return envelope furnished by the Terrebonne Parish School Board for that purpose, or a facsimile thereof, and forwarded through the United States mail. Bid forms and envelopes may be obtained from the School Transportation Department.
3. Bids will be opened at a regular meeting of the Terrebonne Parish School Board.
4. Bids must be accompanied by a 10% deposit or twenty-five dollars (\$25.00), whichever is greater, with no deposit less than \$25.00, which may be in the form of a personal check, cashier's check or money order made payable to the Terrebonne Parish School Board.
5. Successful bidders must pay for and remove the units which they were awarded within ten (10) working days after notified of their successful bids. Failure to comply will result in forfeiture of deposit.
6. Any buses and other vehicles offered for bid, but not sold, may be disposed of by the supervisor, transportation with the written approval of the assistant superintendent, administration, finance and statistics or the Superintendent.

## COMPUTING DEVICES

When the School Board determines that an individual computing device used by a student or students has reached the end of its typical life cycle, is no longer needed for school purposes, and will be removed from classroom use, and that the best interest of the public school system would be served by the private sale of such device due to the cost of auctioning the device or recycling it or due to other factors, the School Board may sell the device to a student enrolled in a school in the school system or to the parent, tutor, or legal guardian of such a student.

The sale price for the device shall be reasonably equivalent to the value of the device, taking into consideration its typical life cycle, current condition, and costs of other methods of alienation or disposal.

All such sales shall be in accordance with School Board policies, and sale prices shall be approved by appropriate school system administrative personnel prior to sale. Such sales shall apply only to individual computing devices used for classwork by students and shall not apply to other computer equipment or related equipment such as routers, switches, or servers.

Revised: January 2013

Ref: La. Rev. Stat. Ann. §§17:87.6, 49:125; Board minutes, 01-15-13.

