



June 19, 2014

TO: THE DISTRICT BOARD OF TRUSTEES
Valencia College

FROM: SANFORD C. SHUGART
President

RE: PROPERTY DELETIONS

Surplus, trade-in, obsolete, economically unrepairable, or missing equipment items are periodically deleted from the property records of the College. Equipment which is surplus, obsolete or not economically repairable may be donated to local school systems, non-profit organizations or other governmental entities (see attached list). The remainder of the items are disposed of through recyclers or to trash, depending on the type of equipment. All electronic equipment is disposed of through recyclers.

For your information, we have also attached a list of organizations that have benefited from equipment the college has disposed of in recent months.

Per Florida Statute 274.02, equipment with a cost or fair market value of \$1,000 or more and a projected useful life of more than one year must be recorded in the financial records as property for inventory purposes. Therefore, original cost reflects the cost of the item at the date of acquisition, or the estimated fair market value at the date received, in the case of gifts.

Equipment is depreciated on a straight-line basis over the following estimated useful lives:

- Computers – three years
- Vehicles, office machines, educational equipment – five years
- Furniture – seven years

Therefore, current book value reflects the net depreciated value (acquisition cost or fair market value less depreciation).

Obsolete

16 assets with an original cost of \$40,401.37 with a current book value of \$0.00

Surplus

85 assets with an original cost of \$133,491.09 with a current book value of \$0.00

RECOMMENDED ACTION:

The President recommends that the Board of Trustees approve the disposition and deletion of equipment from the property records as requested and authorize the College to exchange, dispose of, or trade in the items as surplus property according to Board Policy 6Hx28:5-11.



President

A Gift for Teaching
AIAssets, Inc.
Accept Pregnancy Center
Accessible Solutions at Avalon Park
Aisha Home Inc.
American Society of Training and Development
BETA Center
Bishop Moore Catholic High School
Boys & Girls Club of Central Florida
Braille Association of Mid-Florida
Bread of Life Fellowship
Calvary Assembly
Center for Independence
Center of Faith Church
Central Care Mission of Orlando
Central Florida Children's Home
Central Florida Community Breadbasket
Charity & Love, Inc.
Chrysalis, Inc.
Church in the Sun
Church of God
Church of God Cathedral of Hope
Circle of Faith Ministries
Community Vision
Diocese of Orlando
Downey Christian School
Early Learning Coalition of Osceola County
El Calvario Christian Academy
Epilepsy Association of Central Florida
Faith United Church of God
Final Freedom After Care
First Baptist Church of St. Cloud
Florida Baptist Convention
Florida Dept. of Corrections
Foundation Academy
Freedom Drive for Kids
Freedom Outreach Center
Forman Family Life Center
Guardian Care, Inc.
Habitat for Humanity
Haitian Coalition of Central Florida
Hands of Central Florida
Help Now of Osceola
Heritage Christian School
Hindu University of America
Home Builders Institute
Hope for All Crisis, Inc.
Hope for the Poor International
House Blend Café

Interfaith Humanitarian Services
King of Kings Evangelical Church/School
Life Academy
Lighthouse Tabernacle of Prayer
Lions Roar International
Mary Lee Depugh Nursing Center
Men of Destiny Ministries
Mending Hearts Charities
Messiah Christian Center
Minority Women Enterprise Alliance
Missionary Computer Fellowship
Monster Club Foundation Services
Montverde Academy
Mustard Seed of Central Florida
New Life Ministries World Outreach Center
Oakland Nature Preserve
Ocoee Lions Club and Foundation
Orange County Public Schools
Orange County Sherriff's Office
Orange County Work Release
Orlando Christian Prep
Orlando Neighborhood Improvement Corp.
Orlando Power Stars Cultural Assoc.
Orlando Recycles
Orlando Union Rescue Mission
Osceola County Council on Aging
Osceola County Health Department
Osceola County Public School District
Pace Center for Girls
Pathways School
Quest, Inc.
Reach Back Foundation
Restore Orlando
Southeastern Data
Spirit of Joy Lutheran Church
St. Andrew Catholic Church
St. Matthew Holiness Church
St. Paul's Presbyterian Church
The Branch Christian Church
The Russell House
The Transition House
Threshold, Inc.
Trinity Christian School
Trinity Downtown Lutheran School
Vision Educational Learning Center
Way of Grace Ministries
Windermere Elementary School
Winter Park Public Library
Yashua International Assembly Ministries

Property Deletion Detail

Thursday, June 19, 2014

Asset Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
Obsolete					
00100036	9/30/1971	71-72	Bookshelves (120 sect) - Row 1, Newton Seating Compa	\$13,010.40	\$0.00
00108522	11/9/1993	93-94	Laserjet Printer, Hewlett Packard, IV	\$1,213.85	\$0.00
00109114	4/19/1994	93-94	Shelving (Row 3), Estey,	\$1,689.20	\$0.00
00207587	10/13/2005	05-06	PC, Dell, GX520	\$1,050.00	\$0.00
00207591	10/13/2005	05-06	PC, Dell, GX520	\$1,050.00	\$0.00
00209195	6/27/2006	05-06	PC, Dell, GX520	\$1,043.22	\$0.00
00209199	6/27/2006	05-06	PC, Dell, GX520	\$1,043.22	\$0.00
00211834	12/13/2007	07-08	PC, Dell, 745	\$1,220.63	\$0.00
00211837	12/13/2007	07-08	PC, Dell, 745	\$1,220.63	\$0.00
00216248	11/9/2010	10-11	Laptop, Dell, E6410	\$1,538.78	\$0.00
00217186	6/30/2011	10-11	Mini Factor Channel Player, Axis,	\$3,158.00	\$0.00
00217941	1/10/2012	11-12	Mini Factor Channel Player, Visix, WHQL ID	\$2,908.00	\$0.00
00217942	1/10/2012	11-12	Mini Factor Channel Player, Visix, WHQL ID	\$2,908.00	\$0.00
00217943	1/10/2012	11-12	Mini Factor Channel Player, Visix,	\$2,908.00	\$0.00
00217944	1/10/2012	11-12	Mini Factor Channel Player, Visix,	\$2,908.00	\$0.00
G00003785	11/21/2006	06-07	PC, Dell, GX620	\$1,531.44	\$0.00
16 detail records				\$40,401.37	\$0.00

Surplus					
00100716	6/18/1981	80-81	Carpet Rinser, Toronado, 97686	\$1,116.05	\$0.00
00102374	7/1/1986	86-87	High Speed Buffer Machine, Advance, 152X	\$1,159.00	\$0.00
00106731	9/25/1992	92-93	High Speed Buffer (Whirimatic), Advance, 17/20	\$1,035.93	\$0.00
00106818	7/31/1992	92-93	Extractor, Kleenrite, 214HXL	\$3,150.00	\$0.00
00108864	1/21/1994	93-94	Laminator, GBC, 4250 LM	\$1,195.00	\$0.00
00109618	12/19/1994	94-95	Vehicle, Utility, Daihatsu, HIJET 1994	\$10,713.00	\$0.00
00109902	2/28/1995	94-95	SPEC 20, Milton Roy,	\$1,013.37	\$0.00
00109903	2/28/1995	94-95	SPEC 20, Milton Roy,	\$1,013.37	\$0.00
00109904	2/28/1995	94-95	SPEC 20, Milton Roy,	\$1,013.37	\$0.00
00110116	6/16/1995	94-95	Binocular Microscope, Meiji, ML2000	\$1,218.00	\$0.00
00110119	6/16/1995	94-95	Binocular Microscope, Meiji, ML2000	\$1,218.00	\$0.00
00110124	6/16/1995	94-95	Binocular Microscope, Meiji, ML2000	\$1,218.00	\$0.00
00110126	6/16/1995	94-95	Binocular Microscope, Meiji, ML2000	\$1,218.00	\$0.00
00110128	6/16/1995	94-95	Binocular Microscope, Meiji, ML2000	\$1,218.00	\$0.00
00110134	6/16/1995	94-95	Binocular Microscope, Meiji, ML2000	\$1,218.00	\$0.00
00110135	6/16/1995	94-95	Binocular Microscope, Meiji, ML2000	\$1,218.00	\$0.00
00110260	6/30/1995	94-95	Buffer 20" (Pacemaker), Advance, Pacemaker	\$1,240.00	\$0.00
00110950	4/26/1996	95-96	Microscope, Meiji, RM BH05	\$1,218.00	\$0.00
00110951	4/26/1996	95-96	Microscope, Meiji, RM BH05	\$1,218.00	\$0.00
00110952	4/26/1996	95-96	Microscope, Meiji, RM BH05	\$1,218.00	\$0.00
00110953	4/26/1996	95-96	Microscope, Meiji, RM BH05	\$1,218.00	\$0.00
00110956	4/26/1996	95-96	Microscope, Meiji, RM BH05	\$1,218.00	\$0.00
00110957	4/26/1996	95-96	Microscope, Meiji, RM BH05	\$1,218.00	\$0.00

Asset Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00110959	4/26/1996	95-96	Microscope, Meiji, RM BH05	\$1,218.00	\$0.00
00110962	4/26/1996	95-96	Microscope, Meiji, RM BH05	\$1,218.00	\$0.00
00110964	4/26/1996	95-96	Microscope, Meiji, RM BH05	\$1,218.00	\$0.00
00110967	4/26/1996	95-96	Microscope, Meiji, RM BH05	\$1,218.00	\$0.00
00110970	4/26/1996	95-96	Microscope, Meiji, RM BH05	\$1,218.00	\$0.00
00112795	6/20/1997	96-97	20" Buffer Machine, , 1520X	\$1,403.00	\$0.00
00112928	6/30/1997	96-97	Laserjet Printer, Hewlett Packard, 5SI	\$2,315.00	\$0.00
00113600	1/23/1998	97-98	20" Buffer Machine (Pacemaker), Advance,	\$1,514.00	\$0.00
00113885	3/27/1998	97-98	20" High Speed Buffer, Advance, 1520X	\$1,453.00	\$0.00
00117208	1/11/2001	00-01	Dry Steam Vapor Cleaning Machine, Castelvovati, Mond	\$2,455.00	\$0.00
00117676	2/1/2001	00-01	Solution & Vac Hose, Edic Galaxy, 2000HX	\$1,152.00	\$0.00
00117677	2/1/2001	00-01	Solution & Vac Hose, Edic Galaxy,	\$1,152.00	\$0.00
00117724	2/15/2001	00-01	Microscope , Seo Enterprise, Inc.,	\$1,357.00	\$0.00
00117726	2/15/2001	00-01	Microscope , Seo Enterprise, Inc.,	\$1,357.00	\$0.00
00117727	2/15/2001	00-01	Microscope , Seo Enterprise, Inc.,	\$1,357.00	\$0.00
00118263	6/5/2001	00-01	18" Flat Monitor, NEC, LCD 1800	\$1,100.00	\$0.00
00202287	11/26/2002	02-03	DUAL VAC, Tennant Company, 3260	\$1,005.00	\$0.00
00203490	6/30/2003	02-03	Floor Machine, Advance,	\$1,471.05	\$0.00
00203491	6/30/2003	02-03	Floor Machine, Advance,	\$1,471.05	\$0.00
00203493	6/30/2003	02-03	Whirlmatic Ultra Burnisher, Advance,	\$1,576.00	\$0.00
00205772	2/4/2005	04-05	Floor Machine, Advance, Whirlmatic 20	\$1,552.00	\$0.00
00206460	3/8/2005	04-05	Scanner, Canon, 9080C	\$5,979.00	\$0.00
00206753	4/21/2005	04-05	Wet Dry Vac, ,	\$2,580.00	\$0.00
00206754	4/21/2005	04-05	Wet Dry Vac, ,	\$2,580.00	\$0.00
00210503	3/27/2007	06-07	PC, Dell, 745	\$1,367.89	\$0.00
00210695	5/1/2007	06-07	PC, Dell, 745	\$1,238.15	\$0.00
00210705	5/1/2007	06-07	PC, Dell, 745	\$1,238.15	\$0.00
00211304	8/28/2007	07-08	PC, Dell, 745	\$1,202.24	\$0.00
00211334	9/4/2007	07-08	PC, Dell, 745	\$1,202.24	\$0.00
00211470	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211500	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211503	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211506	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211512	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211521	10/18/2007	07-08	PC, Dell, 745	\$1,404.23	\$0.00
00211648	11/26/2007	07-08	PC, Dell, 745	\$1,092.18	\$0.00
00211854	12/13/2007	07-08	Scanner, Kodak, I280	\$6,783.67	\$0.00
00212671	6/12/2008	07-08	PC, Dell, 755	\$1,090.20	\$0.00
00212677	6/12/2008	07-08	PC, Dell, 755	\$1,090.20	\$0.00
00212880	7/22/2008	08-09	PC, Dell, 755	\$1,650.31	\$0.00
00212999	7/22/2008	08-09	PC, Dell, 755	\$1,015.94	\$0.00
00213054	8/28/2008	08-09	PC, Dell, 755	\$1,186.58	\$0.00
00213844	5/5/2009	08-09	PC, Dell, 760	\$1,102.32	\$0.00
00214400	8/13/2009	09-10	Laptop, Dell, E6400	\$1,230.59	\$0.00
00214498	9/29/2009	09-10	PC, Dell, 760	\$1,168.88	\$0.00
00214943	11/24/2009	09-10	PC, Dell, 760	\$1,011.17	\$0.00
00214944	11/24/2009	09-10	PC, Dell, 760	\$1,011.17	\$0.00
00214947	11/24/2009	09-10	PC, Dell, 760	\$1,011.17	\$0.00
00215178	12/21/2009	09-10	PC, Dell, 760	\$1,147.59	\$0.00

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00215344	2/23/2010	09-10	Slicer, Hobart, Edge-1	\$1,690.00	\$0.00
00215899	8/19/2010	10-11	Laptop, Dell, E6410	\$1,274.39	\$0.00
00216150	10/7/2010	10-11	Laptop, Dell, E6410	\$1,538.78	\$0.00
00216259	11/11/2010	10-11	PC, Dell, 780	\$1,082.42	\$0.00
00216490	1/20/2011	10-11	Laptop, Dell, E6410	\$1,247.49	\$0.00
00217049	5/31/2011	10-11	Laptop, Dell, E6420	\$1,482.55	\$0.00
G00003075	11/7/2002	02-03	PC, Dell, GX260T	\$1,522.98	\$0.00
G00003325	5/6/2004	03-04	Laptop, Dell, D800	\$2,088.26	\$0.00
G00003625	1/31/2006	05-06	PC, Dell, GX520	\$1,120.23	\$0.00
G00003888	6/5/2007	06-07	Laptop, Dell, D820	\$1,837.30	\$0.00
G00003913	6/29/2007	06-07	PC, Dell, 745	\$1,284.15	\$0.00
G00003916	6/29/2007	06-07	PC, Dell, 745	\$1,284.15	\$0.00
G00004425	6/30/2011	10-11	Laptop, Dell, E6420	\$1,306.83	\$0.00
85 detail records				\$133,491.09	\$0.00
Grand Total	101 detail records			\$173,892.46	\$0.00