



## SURPLUS PROPERTY FORM

Reason for Declaring Surplus:

Special Request:

Department Name: Ogden Eccles Conference Center/PET

Contact Name: Kassi Bybee

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Location of Surplus: Ogden Eccles Conference Center, Basement

Department Approval:

Commission Approval Date:

*Kassi Bybee* 9/5/2025

DESCRIPTION (IE. MAKE, MODEL, COLOR, SIZE	QTY	WC STICKER #	SERIAL NUMBER	SERVICEABLE OR UNSERVICEABLE
CFR Carpet cleaners	3	Model #10415A	08130110394	2 need minor repairs
Wide Area Vacuum	2	NA	PF2030 – 0713000459C	Serviceable
Tan/Wheat Swirl Highback Club chair	4	NA	2030E ID #: 1593143-093	Serviceable
Cambro 5-gallon Drink Dispensers	5 Blk 8 Tan	NA	009	1 tan broken, rest are serviceable
Drinking fountain – 3 parts (High, Low/ADA, bottle filler) All-in-one station	1	NA	011	Used for two years, serviceable
Round table – 3 ft.	2	NA	004	Serviceable
Round table – 5 ft.	2	NA	005	Serviceable
Sloan Optima Automatic faucets	40+	NA	2034	Needs reassembly, slightly used
Rectangle/Oval Table – 6 ft.	1	NA	007	Serviceable
Refrigerator	2	NA	AA370979	Serviceable, well used
Wood office desk (matches 008 filing cabinet)	1	NA	010	Serviceable
Wood office filing cabinet (matches 010 desk)	1	NA	008	Serviceable
Black Chair Covers (Match red chairs previously sent)	500	N	NA	Serviceable
Light wood coffee table	2	NA	37 30041 3512 TN 422018	Serviceable
Light wood round end tables (matches above item)	3	NA	TD 2422	Serviceable
Light wood square coffee table (matches above two items)	2	NA	TS 242422	Serviceable
Tan couch	1	NA	SKU: 735816	Serviceable
Light Stands	1	NA	NA	Serviceable
Blue armchairs	2	NA	NA	Serviceable