

# MEMO

**To:** The Board of Education

**From:** Donald R. Preiss 

**Date:** July 29, 2016

**Subject:** Surplus Sign after Bid

At your July 5, 2016 meeting, approval was given to declare the old manual announcement signs being replaced at ASK and HBE as surplus, and to be placed out for bid.

We did not receive a bid on the ASK sign and at this time will dispose of it in the appropriate manner.

Thank you.