

PUBLIC GIFTS TO THE SCHOOLS
(Gifts, Donations and Bequests to the District)

All gifts accepted by the district will become the property of the district, to be expended or used at the discretion of the Board of Education and in accordance with Board policies and law for the benefit of the district as a whole.

All gifts accepted will be reported to the Board of Education, publicly announced and appropriately acknowledged. The donor will be officially thanked in the district's name.

Donor Name(s) General Services Administration
Donor Company (if applicable) _____
Donor Phone Number 816-499-3192 Email june.johnson@gsa.gov
Description of Donated Gift(s) 14 Knoll rolling office chairs (used); 13 pair scissors (used);
10 reams of colored copy paper (new)
Approximate Value (\$) 6,864.00 (when purchased new)
School/Department Raytown C-2 School District

I possess the rights and permission to bequeath the gift(s). I understand the donations/listed property above will be used at the discretion of the Board of Education. I hereby grant the school district full rights to the listed property up to and including the right to sell the property as surplus.

 Donor Signature
12-4-23 Date

Thank you for supporting the Raytown C-2 School District

Note: The reader is encouraged to review policies and/or procedures for related information in this administrative area.

Implemented:

Revised: 10/26/22

Raytown C-2 School District, Raytown, Missouri

TRANSFER ORDER SURPLUS PERSONAL PROPERTY	1. ORDER NUMBER(S)	PAGE 1	OMB Control Number: 3090-0014 Expiration Date: 4/30/2025
	a. _____ b. _____	OF 1 PAGES	

Paperwork Reduction Act Statement - This information collection meets the requirements of 44 U.S.C. § 3507, as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 3090-0014. We estimate that it will take 8 minutes to read the instructions, gather the facts, and answer the questions. Send only comments relating to our time estimate, including suggestions for reducing this burden, or any other aspects of this collection of information to: U.S. General Services Administration, Regulatory Secretariat Division (M1V1CB), 1800 F Street, NW, Washington, DC 20405.

2. TYPE OF ORDER <input type="checkbox"/> STATE AGENCY <input type="checkbox"/> DOD(SEA) <input type="checkbox"/> FAA	3. SURPLUS RELEASE DATE 9/7/2023	4. SET ASIDE DATE	5. <input type="checkbox"/> NON-REPORTABLE <input type="checkbox"/> REPORTABLE	6. TOTAL ACQUISITION COST
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7. TO GENERAL SERVICES ADMINISTRATION* Debbie Rojas, General Services Administration 1 Denver Federal Center, Denver, CO 80225	8. LOCATION OF PROPERTY General Services Administration 2300 Main Street Kansas City, MO 64108
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9. HOLDING AGENCY (Name and address)* June Johnson General Services Administration Workplace Services Office of Administrative Services 2300 Main Street Kansas City, MO 64108	10. FOR GSA USE ONLY
	SOURCE CODE <input type="checkbox"/> STATE <input type="checkbox"/> M <input type="checkbox"/> O CITY <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> TYPE OF DONATION <input type="checkbox"/> <input type="checkbox"/> ADJUSTED ALLOCATION CODE <input type="checkbox"/> <input type="checkbox"/>

11. PICKUP OR SHIPPING INSTRUCTIONS* Pick up location: 2300 Main Street, Kansas City, MO 64108	12. SURPLUS PROPERTY LIST
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L/I NO.	IDENTIFICATION NUMBER(S)	DESCRIPTION	DEMIL. CODE	COND. CODE	QUANTITY AND UNIT	ACQUISITION COST	
						UNIT	TOTAL
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
1	47PG0032360824	Knoll Rolling Office Chairs - Used			6	475	2,850.00
2	47PG0032360825	Knoll Rolling Office Chairs -Fabric Seat - Use			8	475	3,800.00
3	47PG0032360826	Reams of Colored Copy Paper			10	11	110.00
4	47PG0032360826	Scissors - Used			13	8	104.00
These items didn't transfer/sell through PPMS and are being donated to the school.							

13. TRANSFEREE ACTION	a. TRANSFEREE (Name and address of State Agency, SEA, or public airport)* Marissa Cleaver Wamble Raytown C-2 School District 6608 Raytown Rd Raytown, MO 64133 816-268-7000	b. SIGNATURE AND TITLE OF STATE AGENCY OR DONEE REPRESENTATIVE	c. DATE
Transferee certifies and agrees that transfers and donations are made in accordance with 41 CFR 101-44, and to do the terms, conditions, and assurances as specified on this document.		d. SIGNATURE OF HEAD OF THE SEA (School or National Headquarters)	e. DATE

14. ADMINISTRATIVE ACTION	a. DETERMINING OFFICER (DOD OR FAA)*	b. SIGNATURE OF DETERMINING OFFICER	c. DATE
I certify that the administrative actions pertinent to this order are in accordance with 41 CFR 101-44 and as specified on this document have been and are being taken.	d. GSA APPROVING OFFICER Shari Ertz	e. SIGNATURE OF APPROVING OFFICER	f. DATE

*Please include "ZIP codes" in all address blocks.
Previous Editions NOT usable