



ARTO ASADOORIAN, DIRECTOR OF VISUAL & PERFORMING ARTS
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MEMO

To: John Phelan, Superintendent of Schools
Anthony DiCologero, Director of Business, Finance & Operations
From: Arto Asadoorian, Director of Visual & Performing Arts
Date: January 21, 2020
CC: Seeley Okie, Burbank Principal; Kate Hayashi, Burbank Music Teacher
Re: Disposal of pianos

I am seeking approval to contract a vendor to remove three (3) surplus upright pianos from the Burbank School. The cost of removal and disposal will be covered by VPA Department funds and with additional support as needed by *Parents of Music Students (POMS)*. Additionally, POMS will purchase a new digital piano for use at the Burbank School, which will be delivered on or around the date that the surplus pianos are removed.

All three of the surplus pianos are in bad states of disrepair and have been deemed unsuitable for continued use in our schools. This is not a result of negligence on the part of previous school personnel, but simply due to the age of the instruments and the amount of use they have received over the years. The typical institutional life of pianos like these is 25 years. All three of these pianos were put into service at the Burbank School in the 1960's. It is fair to say that we have gotten our money's worth out of these instruments, and that they served us well.

The pianos we are requesting to decommission are:

1. **Baldwin, #223713 upright piano.**
2. **Baldwin, #223835 upright piano.**
3. **Baldwin, #229633 upright piano.**

Documentation shows that these instruments were first tuned at the Burbank School on August, 29, 1967. They were likely constructed in the early 1960's. Given that these instruments are not currently in use and have not been used in many years, and given our pressing need for storage space and the need to replace these instruments with working equipment, I respectfully request permission to have these pianos removed at the earliest possible date.

The cost of removing these pianos will be connected to the cost of purchase and delivery of the new digital piano at Burbank. The total cost includes:

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| 1) New Roland Digital piano: | \$3,199 |
| 2) Digital Piano dolly (for mobility) | \$433 |
| 3) Delivery of piano, installation of dolly and removal of three upright pianos: | \$1,025 |
| 4) TOTAL COST: | \$4,657 |

At least \$2,500 of this cost will be taken on by POMS. The balance will come from a combination of BPS Music Department and/or Burbank School Funds.