

**INSTRUCTIONS FOR SEALED BID AUCTION  
FHSU PHYSICAL PLANT SURPLUS**

**Contact person: Brenden Ibarra (785) 628-4039  
All Items are at the Storage Building, FHSU University Farm  
Open to View Items: March 23, 2026 and March 24, 2026 1:00 to 4:00 p.m. each day**

Directions to the Storage Building: The simplest way to get there is by accessing it from Hwy 183 Alternate which extends from Gross Coliseum to the Highway Patrol offices near the fairgrounds. If you're on the Bypass coming from the east, after you pass Gross Coliseum, continue approximately ½ mile further to 230<sup>th</sup> Avenue. This is an intersection to your left BEFORE you reach the overpass bridge. Turn left and proceed for approximately ¼ mile. The storage building is the second building on your left.

If you're on the Bypass coming from the north, turn right at the first intersection past the overpass bridge (230<sup>th</sup> Avenue) and proceed for approximately ¼ mile. The storage building is the second building on your left.

If you would rather go out to the storage building using 8<sup>th</sup> Street, take 8<sup>th</sup> Street past the FHSU campus and proceed to the stop sign at 183 Bypass. Turn left and approximately 1 block later, turn right at 230<sup>th</sup> Avenue, which is the road leading to the Sports Complex. Follow the curve to the east approximately ¼ mile. The storage building is the second building on your left.

Directions to the Brooks Building to pay for items or turn in bids: From the 8<sup>th</sup> & Elm stoplight at the corner of campus, proceed west three blocks to the last intersection where you can turn onto campus. Turn left at the service building's entrance. In the three rows of service buildings, the Brooks Building is in the center, with the entrance on the east side. Bids may be turned in at the Physical Plant office, Brooks Building 109.

**Bidder must take all items listed under each item number. All sales are final. All merchandise is sold as is. FHSU does not take any responsibility for merchandise once it has been purchased. Hint: Bidding with odd cents instead of even dollars usually avoids having a tie bid. It would be appreciated if purchasers could have the correct change available when paying for items.**

**Bids will be accepted until 10:00 a.m., Wednesday, March 25, 2026, Physical Plant Office, Brooks Bldg 109.**

To bid on an item: (Please print all information) List on a piece of paper the item #, item description, and price you're willing to pay for it. The minimum bid is \$1.00, unless otherwise noted. Note: We are required to charge tax at 9.25% on all items purchased. Be sure to list your full name, day-time phone number(s) and e-mail address. Place bid in a sealed envelope.

Mark on the outside: FHSU Physical Plant Surplus Sealed Bid.

Deliver your bid to:  
Fort Hays State University  
Physical Plant, Brooks Bldg 109  
600 Park Street  
Hays, KS 67601-4099

E-mail bids will also be accepted. Send e-mail bids to: [kavandergiesen@fhsu.edu](mailto:kavandergiesen@fhsu.edu)  
Please turn in bids no later than 10:00 a.m., Wednesday, March 25, 2026.

Please share the information with anyone who may be interested in any of the items.

**Item Pickup**

Successful bidders will be notified of bid results by phone or e-mail. **The storage building will be open Thursday, March 26, 2026 and Friday, March 27, 2026 from 1:00 – 4:00 p.m. for items to be picked up. Please come to the Physical Plant office, Brooks Building 109, prior to this time to pay for the items purchased.** At the Physical Plant office, you will receive a receipt for payment and you will need to present this receipt before items are removed.