



To: **Purchasing Logistics Fixed Asset Section**

From: **COUNTY COURT AT LAW #1**

Point of Contact: **Rose Hernandez**

Date: **11/29/2022**

Re: Items for Surplus from the **COUNTY COURT AT LAW #1** to The Purchasing Department

Approve and authorize the transfer of surplus assets from the respective department to the Purchasing Department for surplus in compliance with Texas Local Government Code Section 262.011 (j). These items are outdated and/or have been replaced. (Maximum 100 items)

	Description	Barcode	Serial number	Condition	Original Cost	
					Asset > \$5,000	Grants
1.	HP PRINTER	156766		Good/ Fair	No	Yes
2.	CHAIR ALLSTEEL	145213		Good/ Fair	No	Yes
3.				Excellent	Yes	Yes
4.				Excellent	Yes	Yes
5.				Excellent	Yes	Yes
6.				Excellent	Yes	Yes
7.				Excellent	Yes	Yes
8.				Excellent	Yes	Yes
9.				Excellent	Yes	Yes
10.				Excellent	Yes	Yes

Sincerely,

Authorized Signature

A handwritten signature in black ink, appearing to be "Rose Hernandez", is written over a horizontal line.

Submit Form



To: **Purchasing Logistics Fixed Asset Section**

From: SHERIFFS OFFICE

Point of Contact: Joel Ronquillo

Date: 11/30/2022

Re: Items for Surplus from the SHERIFFS OFFICE to The Purchasing Department

Approve and authorize the transfer of surplus assets from the respective department to the Purchasing Department for surplus in compliance with Texas Local Government Code Section 262.011 (j). These items are outdated and/or have been replaced. (Maximum 100 items)

	Description	Barcode	VIN/Serial number	Condition	Original Cost	Grants
					Asset > \$5,000	
1.	Oven Gas Commercial	161334	N/A	Poor/ Damag	Yes	Yes
2.	Kettle	174568	N/A	Poor/ Damag	Yes	Yes
3.	Kettle	174569	N/A	Poor/ Damag	Yes	Yes
4.	Kettle	174570	N/A	Poor/ Damag	Yes	Yes
5.				Excellent	Yes	Yes
6.				Excellent	Yes	Yes
7.				Excellent	Yes	Yes
8.				Excellent	Yes	Yes
9.				Excellent	Yes	Yes
10.				Excellent	Yes	Yes

Sincerely,

Authorized Signature

Submit Form

FA 002. Transfer and Disposal-Surplus



To: **Purchasing Logistics Fixed Asset Section**

From: Lt. Haack/Sgt. Soria

Date: 11-29-2022

Re: Items for Surplus from Sheriff's HQ - CID Civil Section to The Purchasing Department

Approve and authorize the transfer of surplus assets from the respective department to the Purchasing Department for surplus in compliance with Texas Local Government Code Section 262.011 (j). These items are outdated and/or have been replaced. (Maximum 100 items)

	Description	Barcode	Serial number	Condition	Original Cost	
					Asset > \$5,000	Grants
1.	black cloth chair	146801		Good/ Fair	Yes	Yes
2.	black cloth chair	146803		Good/ Fair	Yes	Yes
3.	black cloth chair	146804		Good/ Fair	Yes	Yes
4.	black cloth chair	146814		Good/ Fair	Yes	Yes
5.	black cloth chair	146819		Good/ Fair	Yes	Yes
6.	black cloth chair	146821		Good/ Fair	Yes	Yes
7.	black cloth chair	173481		Good/ Fair	Yes	Yes
8.				Excellent	Yes	Yes
9.				Excellent	Yes	Yes
10.				Excellent	Yes	Yes

Sincerely,

Authorized Signature

Submit Form

TO BEGIN THIS INVENTORY TRANSFER: Print the completed form, sign, and return the form with original signature to the Purchasing Inventory Division.



EL PASO COUNTY SHERIFF'S OFFICE

Richard D. Wiles, Sheriff

3850 Justice Drive
El Paso, Texas 79938
915 538-2310

Email: epsheriff@epcounty.com



We Serve with Pride

*Executive Chief Deputy
Sylvia Aguilar*

*Chief Deputy
Tom Whitten*

*Executive Administrative
Officer
Lucille Samuel*

*Assistant Chief Jail Annex
Division Robert Flores*

*Assistant Chief Detention
Division Kevin Lanahan*

*Commander Patrol
Division Ryan Urrutia*

*Commander Criminal
Investigations Division
Robert C. Rojas*

*Commander of Planning,
Accreditation and
Inspections Division
Jose Chairez*

DATE: December 5th, 2022

TO: Executive Administrative Officer, Lucille Samuels

THRU: Cmdr, Robert Rojas: Lt, ^{RR} Juan Favela, Evid Supervisor Kimberly Johnson

FROM: Evidence Clerk, Kenia De La Rosa

SUBJECT: Abandoned/Unclaimed property ready for release to El Paso County Sheriff's Office

We are respectfully requesting the following property inventoried on the below list be placed on the agenda of Commissioners Court for approval on releasing these items for use by the El Paso County Sheriff's Office.

As in previous cases this property is abandoned or unclaimed and every effort has been made to locate the owner. The property listed has been held for more than 30 days as per Code of Criminal Procedures ART.18.17 (a).

As no owner could be located, the cases were presented to the Criminal Investigations Bureau for review. It was determined that the property was not needed in a pending investigation as per Crime Records Evidence Forensic Section, Policy # 33 (f).

2011-09237 (Property ID# 5011525)--- 2 Ton Hydraulic Floor Jack

2011-10104 (Property ID# 5112088)--- Red Bolt Cutters

2012-08133 (Property ID# 5232456)--- MF#6 USB and Charger/Connector

Kenia De La Rosa#9546
Evidence Clerk
O: (915)538-2283

Kenia De La Rosa #9546



**First Nationally Accredited Sheriff's Office in Texas
First Two Nationally Accredited County Jails in Texas**





To: **Purchasing Logistics Fixed Asset Section**

From: **JUVENILE PROBATION**

Point of Contact: **Daniela Rodriguez**

Date: **12/02/2022**

Re: Items for Surplus from the **JUVENILE PROBATION** to The Purchasing Department

Approve and authorize the transfer of surplus assets from the respective department to the Purchasing Department for surplus in compliance with Texas Local Government Code Section 262.011 (j). These items are outdated and/or have been replaced. (Maximum 100 items)

	Description	Barcode	Serial number	Condition	Original Cost	
					Asset> \$5,000	Grants
1.	PRINTER LASERJE	152211	CNBJ542122	Poor/ Damaged	No	No
2.	PRINTER LASER J	N/A	N/A	Poor/ Damaged	No	No
3.	PRINTER LASERJE	152216	CNBJ542131	Poor/ Damaged	No	No
4.	PRINTER LASERJE	152215	CNBJ542124	Poor/ Damaged	No	No
5.	PRINTER LASERJE	153444	VNB3B39177	Poor/ Damaged	No	No
6.	SCANNER IMAGE	164340	FQ311540	Poor/ Damaged	No	No
7.	COMPUTER SCAN	177423	GXY01380	Poor/ Damaged	No	No
8.	PRINTER LASER J	164353	PHGFF37165	Poor/ Damaged	No	No
9.	PRINTER LASER J	183546	PHBB104511	Poor/ Damaged	No	No
10.	PRINTER LASERJE	161448	VNB5L02501	Poor/ Damaged	No	No

Sincerely,

Authorized Signature

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	Description	Barcode	Serial number	Condition	Original Cost	
					Asset > \$5,000	Grants
1.	Wireless Keyboards	N/A	N/A	Poor/ Damaged	No	No
2.	Wired Keyboards (3)	N/A	N/A	Poor/ Damaged	No	No
3.	Double Monitor Bas	N/A	N/A	Poor/ Damaged	No	No
4.	Single Monitor Mou	N/A	N/A	Poor/ Damaged	No	No
5.	Canon Faxphone F1	N/A	L100 / KYC11464	Poor/ Damaged	No	No
6.	Optoma EP1690 Pro	N/A	O85F629AAAAAC0	Poor/ Damaged	No	No
7.				Poor/ Damaged	No	No
8.				Poor/ Damaged	No	No
9.				Poor/ Damaged	No	No
10.				Poor/ Damaged	No	No

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	Description	Barcode	Serial number	Condition	Original Cost	
					Asset> \$5,000	Grants
1.	PROJECTOR 6X R	180489	V2F182801074	Poor/ Damaged	No	No
2.	COMPUTER BASE	N/A	N/A	Poor/ Damaged	No	No
3.	COMPUTER BASE	164573	MXL4471P6K	Poor/ Damaged	No	No
4.	MONITOR FLAT P	173436	64J-ATQS	Poor/ Damaged	No	No
5.	MONITOR FLAT P	173435	64F-852S	Poor/ Damaged	No	No
6.	Wired Mouse (5)	N/A	N/A	Poor/ Damaged	No	No
7.	Desk Phone (2)	N/A	N/A	Poor/ Damaged	No	No
8.	Hard Drives (9)	N/A	N/A	Poor/ Damaged	No	No
9.	Laptop Battery	N/A	N/A	Poor/ Damaged	No	No
10.	Speaker Set	N/A	N/A	Poor/ Damaged	No	No

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					Asset> \$5,000	Grants
1.	PRINTER LASERJE	165012	PHGFB29271	Poor/ Damaged	No	No
2.	PRINTER LASERJE	165564	CNDCGB50YY	Poor/ Damaged	No	No
3.	PRINTER (HP PRO	153472	VNB4M05382	Poor/ Damaged	No	No
4.	I-PAD/TABLET MI	161274	006627730553	Poor/ Damaged	No	No
5.	COMPUTER PROB	173553	5CD64355WT	Poor/ Damaged	No	No
6.	COMPUTER LAPT	168569	1K0XZ52	Poor/ Damaged	No	No
7.	COMPUTER NOTE	155565	ZCE2511P7G	Poor/ Damaged	No	No
8.	COMPUTER PROB	173554	5CD64376SK	Poor/ Damaged	No	No
9.	LAPTOP	162225	5L1RNX1	Poor/ Damaged	No	No
10.	EPSON LCD PROJ	N/A	N/A	Poor/ Damaged	No	No

Sincerely,

Authorized Signature

Submit Form



To: **Purchasing Logistics Fixed Asset Section**

From: **METRO COUNTY TASK FORCE**

Point of Contact: **Jeanette Salcido**

Date: **11/15/22**

Re: Assets to be removed from the **METRO COUNTY TASK FORCE** inventory.

Approve and authorize the removal of assets from the respective departments/courts inventory. The department/ courts have exhausted their efforts in trying to find these assets from past inventories. The removed assets were either picked-up on a prior date, disposed in-house, obsolete, or lost. (Maximum 100 items)

	Description	Barcode	VIN/Serial Number	Reason	Original Cost Asset > \$5,000	Grant?
1.	FILE CABINET-LE	0037229		Obsolete	No	Yes
2.	FILE CABINET LE	0049664		Obsolete	No	Yes
3.	AUTOMOBILE 200	0107466	1G2WK52J31F120840	Obsolete	Yes	Yes
4.	TRUCK 2006 CHEV	130153	1GCEC19V66Z171759	Obsolete	Yes	Yes
5.	TRUCK 2006 CHEV	130154	1GCEC19VX6Z170856	Obsolete	Yes	Yes
6.	TRUCK 2006 CHEV	130155	1GCEC19V26Z171094	Obsolete	Yes	Yes
7.	TRUCK 2006 CHEV	130156	1GCEC19V06Z170977	Obsolete	Yes	Yes
8.	TOYOTA TACOMA	133881	5TETU62N89Z618841	Obsolete	Yes	No
9.	TOYOTA TACOMA	133885A01	5TETU62N89Z652648	Obsolete	No	Yes
10.	TOYOTA TACOMA	133887	5TETU62N89Z652651	Obsolete	Yes	No

CFR
12/6/22

CFR
12/6/22

Sincerely,

Authorized Signature

Submit Form



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	Description	Barcode	VIN/Serial Number	Reason	Original Cost Asset> \$5,000	Grant?
1.	2000 LINCOLN NA	134486	5LMPU28A2YLJ03631	Obsolete	No	No
2.	2002 NISSAN PAT	134487	1N8DR09Y12W746414	Obsolete	No	No
3.	CHEVROLET AVA	134901	3GNEK13T42G128520	Obsolete	No	No
4.	COMPUTER LAP	173683	5CD620672F	Obsolete	No	No
5.				Pick-Up Prior D	Yes	Yes
6.				Pick-Up Prior D	Yes	Yes
7.				Pick-Up Prior D	Yes	Yes
8.				Pick-Up Prior D	Yes	Yes
9.				Pick-Up Prior D	Yes	Yes
10.				Pick-Up Prior D	Yes	Yes

Sincerely,

Authorized Signature

Submit Form