



To: **Purchasing Logistics Fixed Asset Section**

From: Deputy Adriana Kirker

Date: 11/30/2023

Re: Items for Surplus from Miscellaneous equipment 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 These items are outdated and/or have been replaced.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.	2-Wooden file cabinets	n/a	n/a	Good/ Fair	No	No
2.	tan file cabinet	n/a	n/a	Good/ Fair	No	No
3.	3-gray file cabinets	n/a	n/a	Good/ Fair	No	No
4.	Garmin GPS	161602 ✓	29w029400	Poor/ Damaged	No	Yes
5.	Garmin GPS	155222 R	29u002576	Good/ Fair	No	Yes
6.	Garmin GPS	150973 R	166043161	Poor/ Damaged	No	Yes
7.	Garmin GPS	155228 R	29u003430	Poor/ Damaged	No	Yes
8.	Garmin GPS	150974 R	166043157	Poor/ Damaged	No	Yes
9.	Magellan GPS	119676 R	n/a	Poor/ Damaged	No	Yes
10.	Megallen GPS	119668 R	n/a	Poor/ Damaged	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.





To: **Purchasing Logistics Fixed Asset Section**

From: Adriana Kirker

Date: 11/30/2023

Re: Items for Surplus from Agency Management Misc equip 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 These items are outdated and/or have been replaced.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.	Garmin Gps	150977 R	166043162	Poor/ Damaged	▼ No	▼ Yes
2.	Garmin GPS	150975 R	166043024	Poor/ Damaged	▼ No	▼ Yes
3.	Magellan GPS	119675 R	n/a	Poor/ Damaged	▼ No	▼ Yes
4.	Garmin GPS	150976 R	166043160	Poor/ Damaged	▼ No	▼ Yes
5.	Garmin GPS	161600 ✓	29W029387	Poor/ Damaged	▼ No	▼ Yes
6.	Garmin GPS	155230 R	29U003347	Poor/ Damaged	▼ No	▼ Yes
7.	Magellan GPS	119665 R	n/a	Poor/ Damaged	▼ No	▼ Yes
8.	Motion monitor	145365 R	n/a	Poor/ Damaged	▼ No	▼ Yes
9.	Motion Monitor	145363 R	n/a	Poor/ Damaged	▼ No	▼ Yes
10.	Motion Monitor	145364 R	n/a	Poor/ Damaged	▼ No	▼ Yes

Sincerely,

Authorized Signature

Submit Form

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To: **Purchasing Logistics Fixed Asset Section**

From: PUBLIC WORKS

Point of Contact: Francisco Triste

Date: 11/30/2023

Re: Items for Surplus from the PUBLIC WORKS 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	
					Asset > \$5,000	Grants
1.	2011 Broce Road Br	151098	407251	Poor/ Damag <input type="button" value="v"/>	Yes	No <input type="button" value="v"/>
2.				Excellent	Yes	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

Submit Form





To: **Purchasing Logistics Fixed Asset Section**

From: **COMMUNITY SERVICE**

Point of Contact: **Nayeli Villegas**

Date: **11/28/23**

Re: Assets to be removed from the **COMMUNITY SERVICE** 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, stolen, or lost. (Maximum 100 items)

	Description	Barcode	VIN/Serial Number	Reason	Original Cost Asset > \$5,000	Grant?
1.	computer pc	121982		Pick-Up Prior <input type="button" value="v"/>	No <input type="button" value="v"/>	No <input type="button" value="v"/>
2.				Pick-Up Prior <input type="button" value="v"/>	No <input type="button" value="v"/>	No <input type="button" value="v"/>
3.				Lost	Yes	Yes
4.				Lost	Yes	Yes
5.				Lost	Yes	Yes
6.				Lost	Yes	Yes
7.				Lost	Yes	Yes
8.				Lost	Yes	Yes
9.				Lost	Yes	Yes
10.				Lost	Yes	Yes

Sincerely,

Authorized Signature N. Villegas

Submit Form





To: **Purchasing Logistics Fixed Asset Section**

From: **PUBLIC WORKS**

Point of Contact: **Ernie Lonvelin**

Date: **Nov. 28, 2023**

Re: Items for Surplus from the **PUBLIC WORKS** 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	
					Asset > \$5,000	Grants
1.	2000 Dodge Van	0107149	2BWB35Z9YK122064	Good/ Fair <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.		12/4/23 CFR	2B5WB35Z9YK122064	Excellent	Yes	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

Submit Form