



COMMISSIONERS COURT  
COMMUNICATION

AGENDA DATE: 01/07/2013

CONSENT OR REGULAR: Consent Agenda

CONTRACT REFERENCE NO  
(IF APPLICABLE): NA

**SUBJECT:** Approve and authorize the transfer and removal of inventory of two items from the 243<sup>rd</sup> District Court to the 384<sup>th</sup> District Court through the Purchasing Department. The other items will be transferred to the Purchasing Department. See attachment.

**BACKGROUND/DISCUSSION OF TOPIC:** Authorize and approve the above Department to remove from inventory and transfer to the 384<sup>th</sup> District Court and the Purchasing Department.

**FISCAL IMPACT:** These items for the Purchasing Department are obsolete, broken and no longer in use, from the above Department. The other two items will be used in the 384<sup>th</sup> District Court.

**PRIOR COMMISSIONERS COURT ACTION (IF ANY):** N/A

**RECOMMENDATION:** To approve and authorize the transfer.

**COUNTY ATTORNEY APPROVAL**

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY:

LEGAL REVIEW:

LEGAL REVIEW NOTES (If Applicable):

DATE:

SUBMITTED BY: | Joe Lomez, Assistant Purchasing Agent (915) 546-2048

243<sup>RD</sup> DC.

### Items to be turned in to Purchasing

Sanyo Microwave	126607
G.E. Fridge	0061016
Laser Fax	144656
Typewriter Table	10327
Electric Fan	0061326
Blue Arm Chair	0053992
Whirlpool Microwave	112377
Brown Fridge	0061186
Blue Arm Chair	0053981 - 5
Foot Rest	0061181
Coat Rack	0061324
Round Wood Table	0055639
Tape Dispenser	No Number
Red Arm Chair	106845
Blue Cloth Arm Chair	0058153
Blue Cloth Arm Chair	0053796 - 3
Brown Cabinet	0061150
Oscillating Fan	0027236
Hole Punch	No Number
Typewriter Stand	CRTC #722
Under Counter Keyboard	0037392
Black Paper Tray	No Number
View Sonic Monitor	109230 - 5
4-Drawer Beige File	0083969
4-Drawer Brown File	0076549
Aluminum Ladder	126093
Coat Rack	0061321
Black Plastic Wall Envelope Holder	No Number
Tape Dispenser	No Number
Black Electric Stapler	No Number
Brown Foot Rest	No Number
5-Drawer Black File	0056376
Framed Certificates (4)	No Number
Cork Board	0079246
Clock	112938
2-Drawer File	0055988
Shredder	150291
Stenograph Machine	0039033
Marantz Tape Recorder	0095940
Marantz Tape Recorder	111475
Sanyo Remote	No Number
20Tier Black TV Stand	105554
H.P. Laser Jet 4250 Printer	137303
Wood Credenza	0058005
Sanyo Transcriber	115703

PictureTel Monitor  
Tanberg Camera and Remote

0102040 to 384<sup>th</sup>  
132177 to 384<sup>th</sup>