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May 6, 2008

Honorable Delia Briones
El Paso County Clerk
500 E. San Antonio Ave. Rm. 105
El Paso, Texas 79901

Dear Ms. Briones:

I am requesting, the addition of the following item to the May 12, 2008 agenda for consideration by Commissioners Court.

- 1). Please post to the agenda:

CONSENT AGENDA:

- a) Approve and authorize the transfer of listed office equipment from the inventory of the El Paso County Attorney's Office to the El Paso County Purchasing Department for disposal.

Sincerely,

Sue Collins
Office Manager/ Network Admin

To: El Paso County Purchasing Department
From: El Paso County Attorney's Office
Re: Transfer of listed office equipment

a) The El Paso County Purchasing Department is asked to transfer the listed office equipment from the El Paso County Attorney Office's inventory to the El Paso County Purchasing Department.

<u>Manufacturer Model</u>	<u>Description</u>	<u>S/N</u>	<u>County Barcode</u>
Fellowes 480CC	Shredder	1408113	N/A
J and J N/A	Document Case	N/A	129332