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El Paso County Sheriff's Office

Interoffice Memorandum

Date: November 19, 2011

To: Mrs. Lucille Samuel, through Chain of Command

From: Horst Graefe, Maintenance Section

Subject: Disposal of Capital Equipment

1. Reference: Memorandum, County Purchasing Agent, (Piti Vasquez)

Subject: County Property Guidelines

2. Request Commissioners Court's approval to turn in the equipment listed below:

ITEM DESCRIPTION: Metal, Front, Side and Bottom Enclosure

For: Rauland, MCZ 300,

Intercom & Program Control Center

(Enclosure Only!)

MAKE: Rauland

Part Number: AN 1045

**COUNTY PROPERTY NO.: 113738**

QUANTITY: 1Each

REASON FOR TURN-IN:

The enclosure has been replaced with a new unit. All reusable parts have been removed.

DIVISION / SECTION SIGNED FOR EQUIPMENT:

Detention Facility Maintenance Section

El Paso County Sheriff's Office  
Interoffice Memorandum

112  
F359

**Date:** November 23, 2011

**To:** Mrs. Lucille Samuel, through Commander Colorado, and Lt. Nance

**From:** Mr. Jerry Avila, Detention Facility, Engineering and Maintenance Section

**Subject: Disposal of Capital Equipment**

1. Reference: Memorandum, County Purchasing Agent ( Piti Vasquez )  
Subject: County Property Guidelines
2. Request Commisisoners Court's approval to **turn-in** the equipment listed below:

**ITEM DESCRIPTION: FLOW HOOD (includes frames, 2 skirts)**

**MAKE:** SHORTRIDGE INSTRUMENTS, INC.

**MODEL:** SERIES 8400 (MADE IN USA)

**SERIAL NUMBER:** N/A

**COUNTY CONTROL NUMBER:** County White tag #  
(numbers are scratch off)

**QUANTITY:** One

**REASON FOR TURN-IN:** Replaced with new equipment

**DIVISION/SECTION (SIGNED FOR EQUIPMENT):** DETENTION  
FACILITY/ENGINEERING & MAINTENANCE SECTION

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El Paso County Sheriff's Office  
Interoffice Memorandum

**F360**

**Date:** November 23, 2011

**To:** Mrs. Lucille Samuel, through Commander Colorado, and Lt. Nance

**From:** Mr. Jerry Avila, Detention Facility, Engineering and Maintenance Section

**Subject: Disposal of Capital Equipment**

1. Reference: Memorandum, County Purchasing Agent ( Piti Vasquez )  
Subject: County Property Guidelines
2. Request Commissioners Court's approval to **turn-in** the equipment listed below:

**ITEM DESCRIPTION: CLINIC SERVICE PORCELAIN SINK**

**MAKE: AMERICAN STANDARD**

**MODEL: N/A**

**SERIAL NUMBER: N/A**

**COUNTY CONTROL NUMBER: N/A**

**QUANTITY: One**

**REASON FOR TURN-IN: The clinic does not has use for this item.**

**DIVISION/SECTION (SIGNED FOR EQUIPMENT): DETENTION  
FACILITY/ENGINEERING & MAINTENANCE SECTION**

RS

El Paso County Sheriff's Office  
Interoffice Memorandum

F361

**Date:** November 23, 2011

**To:** Mrs. Lucille Samuel, through Commander Colorado, and Lt. Nance *gn*

**From:** Mr. Jerry Avila, Detention Facility, Engineering and Maintenance Section *Jerry Avila*

**Subject: Disposal of Capital Equipment**

1. Reference: Memorandum, County Purchasing Agent ( Piti Vasquez )  
Subject: County Property Guidelines
2. Request Commissioners Court's approval to **turn-in** the equipment listed below:

**ITEM DESCRIPTION: VENT GRILL (10-3/4"W x 36-3/4"L)**

**MAKE:** N/A

**MODEL:** N/A

**SERIAL NUMBER:** N/A

**COUNTY CONTROL NUMBER:** N/A

**QUANTITY:** One

**REASON FOR TURN-IN:** No longer needed in the facility.

**DIVISION/SECTION (SIGNED FOR EQUIPMENT): DETENTION  
FACILITY/ENGINEERING & MAINTENANCE SECTION**



RCB

El Paso County Sheriff's Office  
Interoffice Memorandum

**F362**

**Date: November 23, 2011**

**To:** Mrs. Lucille Samuel, through Commander Colorado, and Lt. Nance

**From:** Mr. Jerry Avila, Detention Facility, Engineering and Maintenance Section

**Subject: Disposal of Capital Equipment**

1. Reference: Memorandum, County Purchasing Agent ( Piti Vasquez )  
Subject: County Property Guidelines
2. Request Commissioners Court's approval to **turn-in** the equipment listed below:

**ITEM DESCRIPTION: A-1 COMPRESSOR (3 phase 208-230, 2hp)**

**MAKE:** N/A

**MODEL:** EAL-200-TAC

**SERIAL NUMBER:** N/A

**COUNTY CONTROL NUMBER:** N/A

**QUANTITY:** One

**REASON FOR TURN-IN:** No longer needed in the facility.

**DIVISION/SECTION (SIGNED FOR EQUIPMENT): DETENTION  
FACILITY/ENGINEERING & MAINTENANCE SECTION**

RC

El Paso County Sheriff's Office  
Interoffice Memorandum

**F363**

**Date: November 23, 2011**

**To:** Mrs. Lucille Samuel, through Commander Colorado, and Lt. Nance

**From:** Mr. Jerry Avila, Detention Facility, Engineering and Maintenance Section

**Subject: Disposal of Capital Equipment**

1. Reference: Memorandum, County Purchasing Agent ( Piti Vasquez )  
Subject: County Property Guidelines
2. Request Commisisoners Court's approval to **turn-in** the equipment listed below:

**ITEM DESCRIPTION: CHAIR (BROWN)**

**MAKE:** N/A

**MODEL:** N/A

**SERIAL NUMBER:** N/A

**COUNTY CONTROL NUMBER: WHITE TAG #0034271**

**QUANTITY:** One

**REASON FOR TURN-IN:** Old chair replaced with new chair

**DIVISION/SECTION (SIGNED FOR EQUIPMENT): DETENTION  
FACILITY/ENGINEERING & MAINTENANCE SECTION**

*KS*

El Paso County Sheriff's Office  
Interoffice Memorandum

**F364**

**Date: November 23, 2011**

**To:** Mrs. Lucille Samuel, through *Commander* Colorado, and Lt. Nance *g*

**From:** Mr. Jerry Avila, Detention Facility, Engineering and Maintenance Section *Jerry Avila*

**Subject: Disposal of Capital Equipment**

1. Reference: Memorandum, County Purchasing Agent ( Piti Vasquez )  
Subject: County Property Guidelines
2. Request Commissioners Court's approval to **turn-in** the equipment listed below:

**ITEM DESCRIPTION: CHAIR (BLACK)**

**MAKE:** N/A

**MODEL:** N/A

**SERIAL NUMBER:** N/A

**COUNTY CONTROL NUMBER: WHITE TAG #103479**

**QUANTITY:** One

**REASON FOR TURN-IN:** Old chair, replaced with new chair.

**DIVISION/SECTION (SIGNED FOR EQUIPMENT): DETENTION  
FACILITY/ENGINEERING & MAINTENANCE SECTION**

El Paso County Sheriff's Office  
Interoffice Memorandum

*RS*  
**F365**

**Date:** November 23, 2011

**To:** Mrs. Lucille Samuel, through Commander Colorado, and Lt. Nance

**From:** Mr. Jerry Avila, Detention Facility, Engineering and Maintenance Section

**Subject: Disposal of Capital Equipment**

1. Reference: Memorandum, County Purchasing Agent ( Piti Vasquez )  
Subject: County Property Guidelines
2. Request Commisisoners Court's approval to **turn-in** the equipment listed below:

**ITEM DESCRIPTION: CHAIR (Beige)**

**MAKE:** N/A

**MODEL:** N/A

**SERIAL NUMBER:** N/A

**COUNTY CONTROL NUMBER: WHITE Tag #0041464**  
**BLUE Tag #017167**

**QUANTITY:** One

**REASON FOR TURN-IN: Chair is broken**

**DIVISION/SECTION (SIGNED FOR EQUIPMENT): DETENTION**  
**FACILITY/ENGINEERING & MAINTENANCE SECTION**