



COMMISSIONERS COURT COMMUNICATION

AGENDA DATE : May 21, 2012

CONSENT OR REGULAR: Consent

CONTRACT REFERENCE NO
(IF APPLICABLE): _____

SUBJECT: Approve and authorize the transfer of items and removal from inventory, as listed in the backup, from the District Clerk's Office to the Purchasing Department.

BACKGROUND/DISCUSSION OF TOPIC: Removal of inventory items.

FISCAL IMPACT: N/A

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

RECOMMENDATION:

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:

Norma L. Favela. District Clerks Office

Items to be turned in to Purchasing

	Barcode Number	Sublocation	Major Class	Serial Number	Description
	0042602	MDR	Chairs		Chair-Steno Fabric/Metal Teal Arms
	0053974	Admn.	Chairs		Chair-Steno Fabric/Metal Blue Arms
	0054014	Expungements	Chairs		Chair-Steno Fabric/Metal Rose Arms
	0054039	AG	Chairs		Chair-Steno Fabric/Metal Rose Arms
	0054180	Criminal	Chairs		Chair-Steno Fabric/Metal Rose Arms
	0060770	Jury Duty	Tables		Table End Pressed Wood Walnut 21" x 23" ¼"/2 Shelves
	0076476	AG	Cabinet		Cabinet Metal Gray/Green - 1 Door - 1 Shelf 20" x 18" x 29" x ¾"
	0079407	Jury Duty	Tables		Table Folding Rectangular Metal Pressed Wood Brown 30" x 72"
	0089808	Civil	OffeQP		Stapler Electric Gray
	0090123	Misfile	Compatt	PB9652333467	Computer PC UPS Power APC Back Up
	0090780	AG	OffeQP	246752	Stapler Electric
	0092667	171 st	Printers	US3S004567	Computer PS Printer Laser Jet 5N
	0094083	Misfile	Compatt	467539	Bar Code Laser Hand Held Gun
	0094167	Misfile	Printers	W4G-076363	Computer Printer Laser PPM
	0099489	Chief Deputy	Calculator	149847	Calculator Digital Gray Plastic
	0106596	Civil	Chairs		Chair-Executive Fabric Pneumatic, Knee Tilt, Adj. Arms C-Size
	0106634	Customer Svc.	Chairs		Chair-Executive Fabric Pneumatic, Knee Tilt, Adj. Arms C-Size
	0106636	Family	Chairs		Chair-Executive Fabric Pneumatic, Knee Tilt, Adj. Arms C-Size
	0106648	65 th	Chairs		Chair-Executive Fabric Pneumatic, Knee Tilt, Adj. Arms C-Size
	0106650	Family	Chairs		Chair-Executive Fabric Pneumatic, Knee Tilt, Adj. Arms C-Size
	0106660	Vault	Chairs		Chair-Executive Fabric Pneumatic, Knee Tilt, Adj. Arms C-Size
	0106662	Expungements	Chairs		Chair-Executive Fabric Pneumatic, Knee Tilt, Adj. Arms C-Size
	0106664	210 th	Chairs		Chair-Executive Fabric Pneumatic, Knee Tilt, Adj. Arms C-Size
	0106665	Jury Duty	Chairs		Chair-Executive Fabric Pneumatic, Knee Tilt, Adj. Arms C-Size
	0107710	Jury Duty	Kitchen	GZ938691S	Microwave Oven 800 Watts White 1.2 Cu. Ft.
	110021	Jury Duty	Compatt	1371-0474	Computer Modem – External, V.92/V.44
	111973	MDR	Computer	8RLD81	Computer PC

	113522	Admn.	Carts		Cart - Computer Wood
	113676	Admn.	Machine	F28909474	Typewriter
	113682	Jury Duty	Machine	0EG0800	Laminator
	114186	Passports	Cash		Cash Drawer
	120731	Customer Svc.	Compatt	9024256	Jet Direct
	122677	Passports	Computer	8NC7R41	Computer Base PC w/ Display
	126041	Passports	Computer	G087FG1	Computer Base w/ Keyboard, Mouse Optiplex
	126043	Jury Duty	Computer	3187F61	Computer Base w/ Keyboard, Mouse Optiplex
	126045	388 th	Computer	B187F61	Computer Base w/ Keyboard, Mouse Optiplex
	126046	Civil	Computer	7187F61	Computer Base w/ Keyboard, Mouse Optiplex
	126048	Criminal	Computer	1187F61	Computer Base w/ Keyboard, Mouse Optiplex
	132226	Jury Duty	Machine	RJ18829H	Paper Shredder
	134131	Passports	Computer	11Z0HC1	Computer PC Base w/ KB, MS, SP
	134139	Passports	Computer	90Z0HC1	Computer PC Base w/ KB, MS, SP
	134149	Misfile	Computer	H0Z0HC1	Computer PC Base w/ KB, MS, SP
	134527	MDR	Bookcase		Bookcase Shelf
	135469	Misfile	Racks		12 Pocket Oak Literature Rack
	138359	Surplus	OffeQP		Stapler Electric (Swingline)
	141617	Jury Duty	Machine		Paper Shredder Fellowes PS-67CS (Jury Hall)
	0038959	?	File		Grey File Cabinet
	0055406	?	Chairs		Blue Chair
	0066206	?	Chairs		Beige Chair
	0087100	?	Cash		Cash Drawer
	0088607	?	Chairs		Blue Chair