



COMMISSIONERS COURT COMMUNICATION

AGENDA DATE: 05/21/12

CONSENT OR REGULAR: Consent

CONTRACT REFERENCE NO
(IF APPLICABLE): N/A

SUBJECT:

Transfer of inventory

BACKGROUND/DISCUSSION OF TOPIC: To include statutory requirement, operational impact, or performance goal.

Approve and authorize the transfer of inventory.

FISCAL IMPACT:

N/A

PRIOR COMMISSIONERS COURT ACTION (IF ANY):

Previous transfers

RECOMMENDATION:

Approve request

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:

Debra Briones, County Clerk, County Clerk's Office (915) 546-2071

APPROVED 12/19/2011

Patricia Pietzyk

From: Linda H. Mena
Sent: Wednesday, May 16, 2012 11:07 AM
To: Cesar O. Nava; Patricia Pietzyk
Cc: Rosa P. Duran; Carol Sagaribay; Michael J. Warren; Anthony Bedoya; Paloma C. Martinez
Subject: Surplus/
Attachments: Inventory 5.21.12.docx

Please place the attached items on Commissioner's Court for May 21, 2012.

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

Thank you.

Linda Mena

Administrative Assistance Senior
County Clerk's Office
500 E. San Antonio, Room 105
El Paso TX 79901
Phone: (915) 546-2071 ext. 2369
Fax: (915) 546-2012

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<u>County Clerk</u> <u>May 21, 2012</u>	<u>Bar</u> <u>Code</u>
Desk with top shelf	0043701
Reader printer	114493
Reader printer	0095979
Reader printer	0087148
Film lab table	0088927
Canon File print 300	0087144
1 shelf	No barcode
Blue chair	0099588
Blue chair	No barcode
JetDirect ExPlus	0099588