



## COMMISSIONERS COURT COMMUNICATION

AGENDA DATE: 04/22/2013

CONSENT OR REGULAR: Consent Agenda \_\_\_\_\_

CONTRACT REFERENCE NO  
(IF APPLICABLE): NA

**SUBJECT:** Approve and authorize the transfer and removal of items from the Office of the County Attorney to the Purchasing Department. See attachment.

**BACKGROUND/DISCUSSION OF TOPIC:** Authorize and approve the transfer and removal from the above Departments.

**FISCAL IMPACT:** These items will be reused in the near future.

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

**RECOMMENDATION:** To approve and authorize the transfer, pick-up and removal.

### **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 Lopez. Assistant Purchasing Agent (915) 546-2048



**JO ANNE BERNAL**  
**EL PASO COUNTY ATTORNEY**  
500 EAST SAN ANTONIO  
ROOM 503, COUNTY COURTHOUSE  
EL PASO, TEXAS 79901  

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**(915) 546-2050**  
**FAX: (915) 546-2133**

April 10, 2013

Purchasing Department  
800 E. Overland, Ste 300  
El Paso, TX 79901

**ATTN: Inventory Dept.**

The following is a request for items to be removed from the County Attorney's Office inventory:  
(1) complete work station with serial number 108872, including hardware, wall panels and overhead storage units.

Thank you for your assistance.

A handwritten signature in black ink, appearing to read "J. Gonzalez", written over the printed name.

**JOSE M. GONZALEZ**  
First Assistant County Attorney