

NOV 12 2013

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: KELLI DAVIS, PURCHASING AGENT

TODAY'S DATE: October 31, 2013

DEPARTMENT: PURCHASING

SIGNATURE OF DEPARTMENT HEAD: KELLI DAVIS, CPPB

REQUESTED AGENDA DATE: OCTOBER 31, 2013

SPECIFIC AGENDA WORDING: Consider approval to declare miscellaneous items as surplus pursuant to LGC 263.152 (a)(1) and place on Rene Bates Auction for sale.

PERSON(S) TO PRESENT ITEM: KELLI DAVIS, CPPB

SUPPORT MATERIAL: (See attached)

TIME: 0

ACTION ITEM: x

WORKSHOP

(Anticipated number of minutes needed to discuss item) **CONSENT:**

EXECUTIVE:

STAFF NOTICE:

COUNTY ATTORNEY: X

IT DEPARTMENT:

AUDITOR: _____

PURCHASING DEPARTMENT: _____

PERSONNEL: _____

PUBLIC WORKS: _____

BUDGET COORDINATOR: _____

OTHER: _____

*******This Section to be completed by County Judge's Office*******

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE _____

COURT MEMBER APPROVAL _____ Date _____



Approved by CC:

NOV 12 2013

JOHNSON COUNTY PURCHASING DEPARTMENT
Form A

PROPERTY ACCEPTANCE, ACQUISITION AND DISPOSITION FORM

TYPE OF TRANSACTION:

New Equipment		Junked	
Used Equipment		Destroyed	
Donated Equipment		Used for Parts	
Permanent Transfer		Missing or Stolen	
Temporary Transfer		Trade-In	
Transfer to Surplus		Transfer to Auction	

From Department: Johnson Co. PCT 2 R & B Date: 10/22/2013

To Department: Johnson Co. Purchasing Dept. No. _____

Property Tag _____ Serial No. _____

Property Description (type, make, model, color, etc.): Miscellaneous items to be
Placed in the Sheriff's auction in November 2013. Please see attached list.

Vendor Name: _____

Date of Transaction: _____

Item Tagged: _____ Yes _____ No

Property Traded in for N/A

Donated by: _____ Est. Value: _____

Donation Accepted by Commissioners' Court on (date) _____

From: _____ Elected Official or Department Head To: _____ Elected Official or Department Head

Purchasing Agent or designee

White: Purchasing

Yellow: Transferring Department

Pink: Receiving Department

JOHNSON COUNTY



KENNY HOWELL
Commissioner, Precinct 2

Johnson County Precinct #2
Kenny Howell, Commissioner
3425 CR 920
Crowley, TX 76036
Ph: (817) 297-1926
(817) 297-3450
(817) 297-2568
Fax: (817) 447-0500
Email: PCT2@johnsoncountytexas.org

October 22, 2013

Johnson County Purchasing Dept.
Kelli Davis, Director
Rebecca Walsh, Inventory
1102 E. Kilpatrick
Cleburne, TX 76031

RE: Items to be placed in the Sheriff's Sale for November 2013:

Quantity	Description		Serial Number	Inventory Item#
1	Fuel Pump	Diesel	DA032404	
1	Fuel Pump	Gas	486078	
1	SkiDril			394
1	Polesaw		277976305	03991
1	Chainsaw Sharpener		125266365	
4	Horse wire	Rolls		
4	Barbed wire	Rolls		
1	Propane Tank	25-30 Gallon		
2	Head-ache rack(s)	For Pick up(s)		
1	Fuel Tank			
-	Electrical Wire	Various Lengths		

1. On what date is the sale please?
2. On what date are we permitted to bring the items to your warehouse?

White: Purchasing

Yellow: Transferring Department

Pink: Receiving Department