

REQUEST FOR AGENDA PLACEMENT FORM

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

SUBMITTED BY: KELLI DAVIS, PURCHASING AGENT
TODAY'S DATE: December 16, 2013 2013

DEPARTMENT: PURCHASING

SIGNATURE OF DEPARTMENT HEAD: KELLI DAVIS, CPPB

REQUESTED AGENDA DATE: December 23, 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:	<u> x </u>
(Anticipated number of minutes needed to discuss item)	WORKSHOP	_____
	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 _____

DEC 23 2013

Dec 23, 2013 Agenda			
Consider to declare as Surplus L.G.C. 263.152 (a) (1)			
Asset #	Description	Serial #	Department
982486	RICOH DIGITAL COPIER 161SPF	M0178801261	Const Pct. 1
984331	COLOR LASER FLATBED MACHINE	CNF98DVFD	Pct 2
	40+ Old and Broken Cell phones and Aircards		Purchasing