



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

March 25, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

Re: Disposal of Salvage or Surplus Property

Gentlemen,

It is requested that authorization be granted to dispose of the salvage and/or surplus property items represented on the attached awaiting disposal (AD) list. This request is per the instructions outlined in the Texas Local Government Code, section 263.152, Disposition.

These items will be placed on the GovDeals website or other authorized means of disposal within 30 days after authorization is granted and efforts to transfer them to other departments are exhausted.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, reading "Rufus Crowder" with a stylized flourish at the end.

Rufus G. Crowder, CPPO, CPPB
Purchasing Agent
County of Galveston

Nolan, Edward

From: Nolan, Edward
Sent: Tuesday, March 25, 2025 2:42 PM
To: Dickey, Tammy
Subject: Agenda request for commissioners court 03/31/2025: 126100, Dist Clerk surplus 2025-03-31
Attachments: 126100, Dist Clerk surplus 2025-03-31.pdf

Good afternoon,

Could we please place the following property items on the next available commissioners court for appropriate removal or reallocation: **(126100, Dist Clerk surplus 2025-03-31.pdf)**:

- **(1) Broken stool**
- **(1) Broken filing cabinet**

Thanks!

Edward Nolan
Purchasing Asset Coordinator
Galveston County Purchasing Department
(409) 770-5417
(409) 621-7991 Fax
Edward.Nolan@co.galveston.tx.us

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GENERAL ASSET PRE-DISPOSAL DISCLOSURE FORM

Date: 3/12/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: [Signature]
Authorized Signature

Daniel Betancourt
Print Name

126100 – District Clerk
Department/Division

Re: Pre-disposal disclosure

Method of Disposal: Destroy Scrap Salvage Starting Bid \$

Please describe the item to the best of your knowledge. Please list any and all defects.

Disposal of FAID No: Description:

Make: Model:

Serial/VIN: Year: Color:

Description of Use: File Cabinet

Reason for Disposal: Broken

Is this item currently in sound working condition? Yes X No Not sure/ just wore out.

If no, please describe and list all defects.

Other:

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

3/25/2025
Date Form Processed

[Signature]
Fixed Asset Property Manager

Form No. FA-07
03/18/2013



GENERAL ASSET PRE-DISPOSAL DISCLOSURE FORM

Date: 3/12/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: [Signature]
Authorized Signature

Daniel Betancourt
Print Name

126100 – District Clerk
Department/Division

Re: Pre-disposal disclosure

Method of Disposal: Destroy Scrap Salvage Starting Bid \$

Please describe the item to the best of your knowledge. Please list any and all defects.

Disposal of FAID No: Description:

Make: Model:

Serial/VIN: Year: Color:

Description of Use: Stool

Reason for Disposal: Broken

Is this item currently in sound working condition? Yes No Not sure/ just wore out.

If no, please describe and list all defects.

Other:

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

3/25/2025
Date Form Processed

[Signature]
Fixed Asset Property Manager

Form No. FA-07
03/18/2013