

#### THE COUNTY OF GALVESTON

# FRANK RODRIGUEZ PURCHSING AGENT

#### **COUNTY COURTHOUSE**

722 Moody (21st Street) Fifth (5th) Floor Galveston, Texas 77550 (409) 770-5371

December 22, 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 have been exhausted.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

Frank Rodriguez (

Purchasing Agent

County of Galveston

From: Nolan, Edward

Sent: Wednesday, December 10, 2025 5:30 PM

To: Dickey, Tammy

Subject: Agenda request for commissioners court 12/22/2025: 190100 County Eng Surp

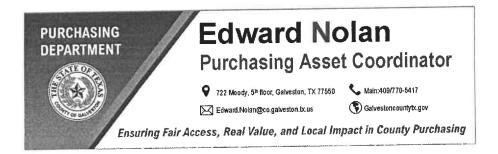
2025-12-22

Attachments: 190100 County Eng Surp 2025-12-22.pdf

Good afternoon,

Could we please place the following property items on the next available commissioners court for appropriate removal or reallocation: (190100 County Eng Surp 2025-12-22.pdf):

(10) 5-drawer legal cabinets

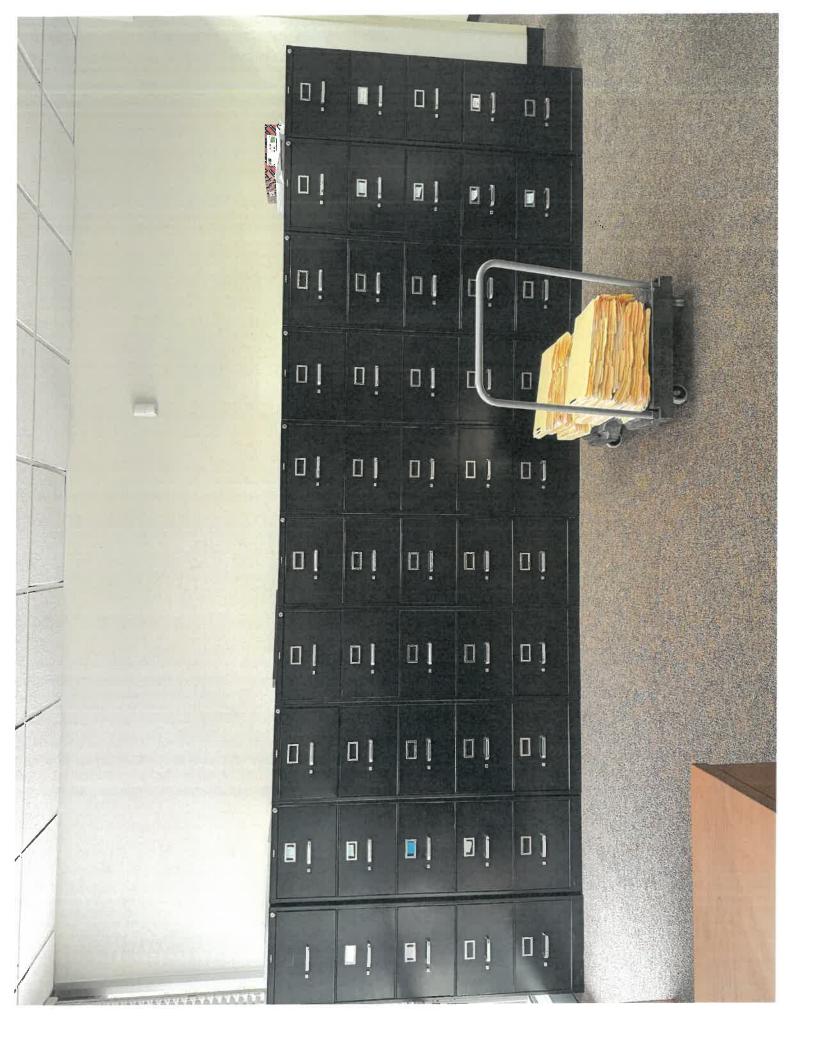




DATE: 12/08/2025
To: Purchasing Department, Attention: Fixed Asset Property Manager
From: 190100, County Engineers Sabrina Posada Sabrina Posada
Department No. & Name, Department Asset Custodian Authorized Signature
Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL
METHOD OF DISPOSAL
Date Date
Theft (Attach the Law Enforcement Agency Theft Report)
Date
Traffic Accident
□ Trade-In
Donated Agency receiving donation:
Disposal of: N/A - 10 4-drawer legal cabinets
FAID No. & Description
Reason for disposal: No longer needed
Serial No./VIN #:
From: 190100, County Engineers Location: 722 Moody, STE 1  Department No. & Name Building, Floor, Suite, or Room No.
Comments:
PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS
PURCHASING DEPARTMENT USE ONLY Date Form Processed  PURCHASING DEPARTMENT USE ONLY Fixed Asset Properly Manager



Date:	12/08/202	5			
To: Pu	rchasing Departi	ment, Attention: Fixe	d Asset Property Ma	anager	
From:	Sabrina	Posada	Sabrina	Posada	190100, County Engineers
110111.	Authorized		Print Name		Department/Division
Re: Pr	e-disposal disclo	sure			
Method	d of Disposal:	Destroy	Scrap	Salvage	Starting Bid \$
Please	describe the item	to the best of your k	nowledge. Please li	st any and al	l defects.
Dispos	al of FAID No:	N/A	Description:1	0 4-draw	ver legal cabinets
Serial/\	VIN:		Year:		Color:
Descrip	otion of Use:	office furnishin	ig / paper sto	rage	
Reason	for Disposal:	No longer nee	ded		
<b>Is thi</b> s i	tem currently in	sound working condi	tion? X Yes	No	
		d list all defects.			
Other:					
	PLEASE RE	ETAIN A COPY	OF THIS FOR	M FOR Y	OUR RECORDS
12	10 2025	PURCHASING	G DEPARTMENT	USE ONLY	f Chas
Jate Form	n Processed		rixed Asset I	TOPCHY IVIANAS	DI .



From: Nolan, Edward

Sent: Wednesday, December 10, 2025 5:32 PM

To: Dickey, Tammy

Subject: Agenda request for commissioners court 12/22/2025: 151800 Purchasing Surp

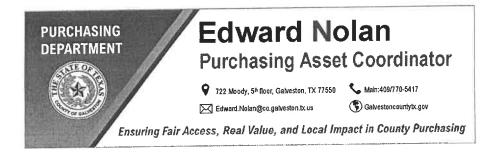
2025-12-22

Attachments: 151800 Purchasing Surp 2025-12-22.pdf

#### Good afternoon,

Could we please place the following property items on the next available commissioners court for appropriate removal or reallocation: (151800 Purchasing Surp 2025-12-22.pdf):

(3) lateral file cabinets





DA	TE: 11/26	/2025	
To:	Purchasing	Department, Att	ention: Fixed Asset Property Manager
Fro	<sub>m.</sub> 151800	, Purchasing	Francisco Rodriguez
110	Departme	ent No. & Name, Depa	artment Asset Custodian Authorized Signature
Re:	Please ame	end the inventory	to reflect the following change(s) due to DISPO
ME	THOD OF	DISPOSAL	
	Auction	Date	_
0	Theft	Date	_ (Attach the Law Enforcement Agency Theft Report)
0	Destroyed  Nati	by ural Disaster	Date
	□ Trai	ffic Accident	Date
0	Trade-In	Date	_
	Donated	Date	Agency receiving donation:
Dis	posal of:	N/A - 3 later	
		FAID No. & Desc	
Rea	son for disp	<sub>osal:</sub> No longe	needed
Seri	al No./VIN	#:	
Froi		00, Purchas	Ing Location: 722 Moody, STE 5 Building, Floor, Suite, or Room No.
Con	nments:		
	PLEA	SE RETAIN	A COPY OF THIS FORM FOR YOUR RECORDS
Date	Z D Z	015	RCHASING DEPARTMENT USE ONLY  Red Asset Property Manager



Date: 11/26/2025				
To: Purchasing Department,	Attention: Fixed A	sset Property M	anager	
From:	nels	Franc	isco Rodriguez	151800, Purchasing
Authorized Signa	ture /	Print Name		Department/Division
Re: Pre-disposal disclosure	J			
-				
Method of Disposal:	_ Destroy	Scrap	Salvage Sta	rting Bid \$
Please describe the item to th	e best of your know	vledge. Please l	ist any and all defe	ects.
Disposal of FAID No: N/	Δ		lateral cabi	nets
Disposal of FAID No:				
Make:		Model:		
Serial/VIN:		Year:	C	olor:
Description of Use: Offic	e furnishing	/ paper sto	orage	
Reason for Disposal: No I	onger neede	ed		
Is this item currently in sound			No	
If no, please describe and list	all defects.			
0.1				
Other:				
-				
7. 7. CF 7. FF	DI A CODII OI		M EOD VOIII	DECODIS
PLEASE RETA	IN A COPY OF	F THIS FOR	WI FOR TOU	R RECORDS
1 (	PURCHASING D	EPARTMENT	USE ONLY	1104
12/10/2025		Caw	all-	864
Date Form Processed		rixed Asset	Property Manager	



From: Nolan, Edward

Sent: Thursday, December 11, 2025 3:38 PM

To: Dickey, Tammy

Subject: Agenda request for commissioners court 12/22/2025: 172111, Fleet stuff Surp

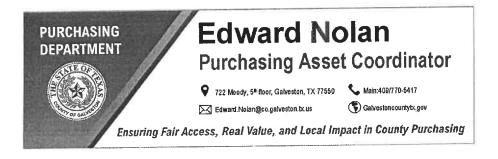
2025-12-22

Attachments: 172111, Fleet stuff Surp 2025-12-22.pdf

#### Good afternoon,

Could we please place the following property items on the next available commissioners court for appropriate removal or reallocation: (172111, Fleet stuff Surp 2025-12-22.pdf):

#	Qty	FAID	Make	Model	Serial #	Description	Condition/Notes
1	16+	N/A				Center Consoles & mounting equipment (approx. 4+ pallets)	Outdated / poor condition
2	10+	N/A				Emergency lights - approx. 1 pallet	Outdated / poor condition
3	24+	N/A				Vehicle cages, Vehicle push bars & Add'l bolt on items (approx. 7+ pallets)	Outdated / poor condition





DATE: 12/8/2025
To: Purchasing Department, Attention: Fixed Asset Property Manager
From: 172111, Fleet Elizabeth Bryant
Department No. & Name, Department Asset Custodian Authorized Synature
Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL
METHOD OF DISPOSAL
Date Date
Theft (Attach the Law Enforcement Agency Theft Report)
Destroyed by  Natural Disaster
Date
□ Traffic AccidentDate
Trade-In
Donated Agency receiving donation:
Disposal of: N/A - Emer equip - see attached sheet
FAID No. & Description
Reason for disposal: No longer needed
Serial No./VIN #:
From: 172111, Fleet Location: Old Skills garage  Department No. & Name  Location: Building, Floor, Suite, or Room No.
Comments:
PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS
PURCHASING DEPARTMENT USE ONLY
12/11/2025 award _ / fh
Date Form Processed Fixed Asset Property Manager

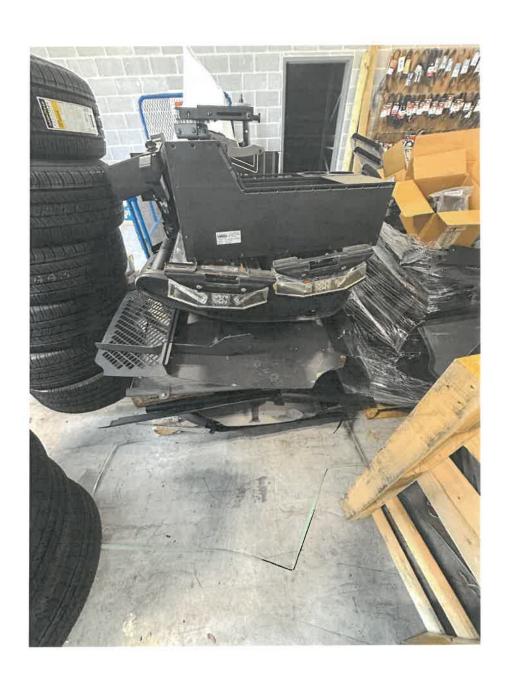


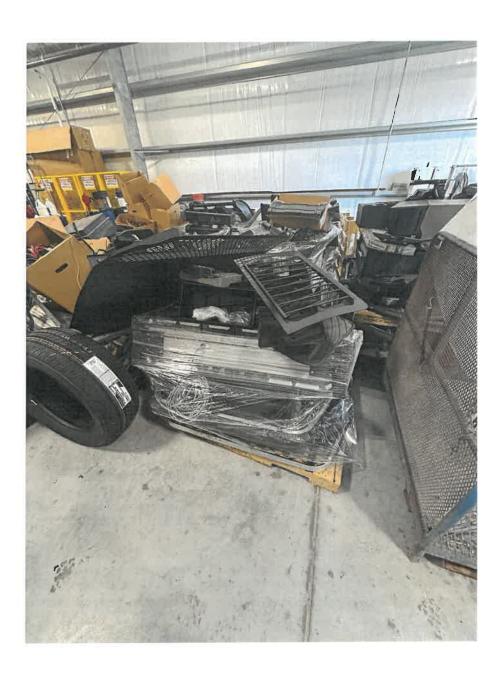
Date: 12/8/2025					
To: Purchasing Departr	nent, Attention: Fixe	d Asset Property N	Manager		
From: Authorized	pre	Print Name	Elizabeth Br	yant Depart	172111, Fleet
Authorized	Signature	2 1111			
Re: Pre-disposal disclo	sure				
Method of Disposal:	Destroy	Scrap	Salvage	Starting I	3id \$
Please describe the item	to the best of your k	mowledge. Please	list any and all	defects.	
Disposal of FAID No:	N/A	Description:	See attacl	ned sh	eet
Make:		Model:			
Serial/VIN:					
Description of Use:	mergency ed		ehicle cag	es / et	C
Reason for Disposal:	No longer nee	eded			
Is this item currently in	sound working cond	lition? X Yes	No No		
If no, please describe a					
Other:					
PLEASE R	ETAIN A COPY	Y OF THIS FO	RM FOR Y	OUR R	ECORDS
	PURCHASII	NG DEPARTME	NT USE ONLY	111	"
12/11/202	り	Colis	w/4-1	4 LLLW	
Date Form Processed		Fixed As	set Property Manag	ger	

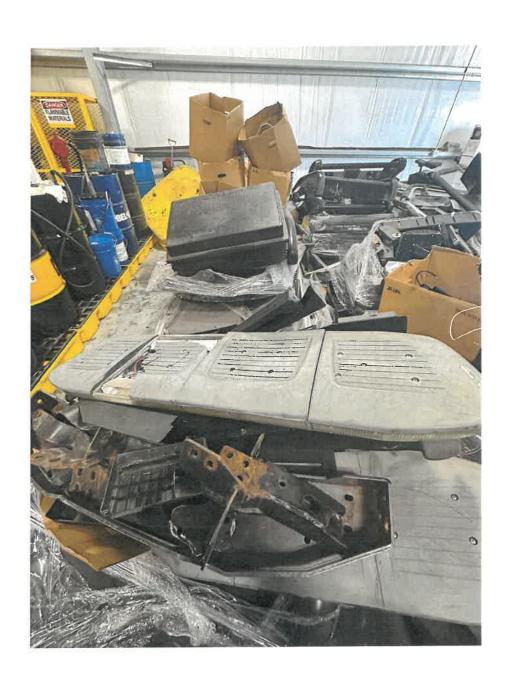
#	Qty	FAID	# Qty FAID Make Mo Seria	Mo	Seria	Description	Condition/Notes
FI.	16+	1 16+ N/A				Center Consoles & mounting equipment (4+ pallets)	Outdated / poor condition
7	10+	2 10+ N/A				Emergency lights - 1 pallet	Outdated / poor condition
m	24+	3 24+ N/A				Vehicle cages, Vehicle push bars & Add'l bolt on items (7+ pallets)	Outdated / poor condition
4							











From: Nolan, Edward

Sent: Thursday, December 11, 2025 3:56 PM

To: Dickey, Tammy

**Subject:** Agenda request for commissioners court 12/22/2025: 170100, Facilities furn surp

2025-12-22

Attachments: 170100, Facilities furn surp 2025-12-22.pdf

#### Good afternoon,

Could we please place the following property items on the next available commissioners court for appropriate removal or reallocation: (170100, Facilities furn surp 2025-12-22.pdf):

#	Qty	FAID	Make	Description	Condition/Notes
1	1	N/A		Small table	
2	2	N/A		desk w/ return	
3	1	N/A		pew / bench - padded	
4	5	N/A		cabinets - var types	
5	5	N/A		credenzas	
6	5	N/A		desks / no return	
7	5	N/A		tables var types	
8	9	N/A		bookcases var types	
9	2	N/A		sm rolling tables	
10	7	N/A		guest chairs	
11	1	N/A		white board	
12	8	N/A		lateral cabinets	
13	10	N/A		tall black bookcases	
14	1000	N/A		approx 1k law books	
15	3	N/A		conference tables	
16	1	N/A		couch	
17	2	N/A		round break rm tables	
18	6	N/A		rolling chairs	

## PURCHASING DEPARTMENT

# **Edward Nolan**

## **Purchasing Asset Coordinator**

Edward.Nolan@co.galveston.tx.us

Galvestoncountytx.gov

Ensuring Fair Access, Real Value, and Local Impact in County Purchasing



DATE: 11/26	8/2025	
To: Purchasing	g Department, Atter	ntion: Fixed Asset Property Manager
From: 17010	0, Facilities	Misty Witmer
Departm	ent No. & Name, Depar	tment Asset Custodian Authorized Signature
Re: Please am	end the inventory to	o reflect the following change(s) due to DISPOSAL
METHOD OF	DISPOSAL	
□ Auction	Date	-
□ Theft	Date	(Attach the Law Enforcement Agency Theft Report)
□ Destroyed □ Nat	l by tural Disaster	Date
□ Tra	ffic Accident	Date
□ Trade-In	Date	=
□ Donated	Date	Agency receiving donation:
Disposal of:	N/A - Office f	urn & tech / see attached
-	FAID No. & Descri	iption
Reason for disp	posal: No longe	r needed / outdated
Serial No./VIN	ſ#:	
rioni.	00, Facilities	Location: 722 Moody, STE 5  Building, Floor, Suite, or Room No.
Comments: _		
PLEA	ASE RETAIN A	A COPY OF THIS FORM FOR YOUR RECORDS
	РІЛ	RCHASING DEPARTMENT USE ONLY
12/11/2	2025	Edward 4-1 Ch &
Date Form Process	ed	Fixed Asset Property Manager



Date: 11/26/2025				
To: Purchasing Department. From: Authorized States	m	d Asset Property M		170100, Facilities  Department/Division
Re: Pre-disposal disclosure				
Method of Disposal:	Destroy	Scrap	Salvage St	arting Bid \$
Please describe the item to the	ne best of your k	mowledge. Please l	ist any and all de	fects.
Disposal of FAID No: N/	A	Description:	Office furnitu	ure / see attached
Make:				
				Color:
Description of Use: Office				
Reason for Disposal: Rep	olaced / No	longer need	led	
Is this item currently in soun	d working cond	ition? X Yes	No	
If no, please describe and list	t all defects.			
Other:				
PLEASE RETA	IN A COPY	OF THIS FOR	M FOR YOU	UR RECORDS
12/11/2025	PURCHASIN	G DEPARTMENT	USE ONLY	Alex
Date Form Processed		Fixed Asset	Property Manager	

Condition/Notes																					
Description	Small table	desk w/ return	pew / bench - padded	cabinets - var types	credenzas	desks / no return	tables var types	bookcases var types	sm rolling tables	guest chairs	white board	lateral cabinets	tall black bookcases	approx 1k law books	conference tables	couch	round break rm tables	rolling chairs			
Make																					
FAID	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Qty	1	2	1	5	5	5	5	6	2	7	1	8	10	1000	3	1	2	9			
#	П	7	ന	4	2	9	7	∞	თ	10	11	12	13	14	15	16	17	18	19	20	21

