



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

December 30, 2024

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 that reads "Rufus Crowder".

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

Dickey, Tammy

From: Nolan, Edward
Sent: Friday, December 27, 2024 4:45 PM
To: Dickey, Tammy
Subject: Agenda request for commissioners court 12/27/2024: 211121, SO CID 8 CUBICLES SURP 20250106
Attachments: 211121, SO CID 8 CUBICLES SURP 20250106.pdf

Good afternoon,

Could we please place the following property item on the next available commissioners court for treatment as surplus:
(211121, SO CID 8 CUBICLES SURP 20250106.pdf):

	Qty	Asset Tag	Description	Serial #	Make	Model
1	1	3369	File Cabinet - Safe - Brown - CID	N/A	N/A	N/A
2	1	N/A	Susteen Phone Equipment	ANUSPDD8HJLFMVY	intel	D54250W'
3	1	5703	Cherry wood book shelf	N/A	N/A	N/A
4	3	N/A	Brown Desks - CID	N/A	N/A	N/A
5	1	N/A	Old Cubicle - CID	N/A	N/A	N/A
6	1	N/A	File Cabinet - Patrol Captains Office	N/A	N/A	N/A
7	8	N/A	Old Cubicles - Admin	N/A	N/A	N/A
8	1	N/A	Side Table - Patrol Captains Office	N/A	N/A	N/A
9	1	N/A	File Cabinet - Black - Patrol Captains Office	N/A	N/A	N/A
10	1	N/A	File Cabinet - CID Captains Office	N/A	N/A	N/A
11	1	N/A	File Cabinet - ID-Records Office	N/A	N/A	N/A

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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PROPERTY DISPOSAL REPORT

DATE: 01/06/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 211121, SO Criminal Investigation Cpt Kelcie Miller

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

Auction _____
Date

Theft _____ (Attach the Law Enforcement Agency Theft Report)
Date

Destroyed by
 Natural Disaster _____
Date
 Traffic Accident _____
Date

Trade-In _____
Date

Donated _____ Agency receiving donation: _____
Date

Disposal of: N/A - misc office equip / 8 cubes see sheet
FAID No. & Description

Reason for disposal: no longer needed

Serial No./VIN #: _____

From: 151400, Professional Services Location: 722 Moody, Ste 3
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

12/27/2024
Date Form Processed

Fixed Asset Property Manager



GENERAL PROPERTY PRE-DISPOSAL DISCLOSURE FORM

Date: 01/06/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 211121 SO Criminal Investigation Cpt Kelcie Miller
Authorized Signature Print Name 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: N/A Description: misc office equip / 8 cubes see sheet

Make: _____ Model: _____

Serial/VIN: _____ Year: _____ Color: _____

Description of Use: Office equipment / furniture

Reason for Disposal: No longer needed

Is this item currently in sound working condition? Yes No

If no, please describe and list all defects.

Other: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

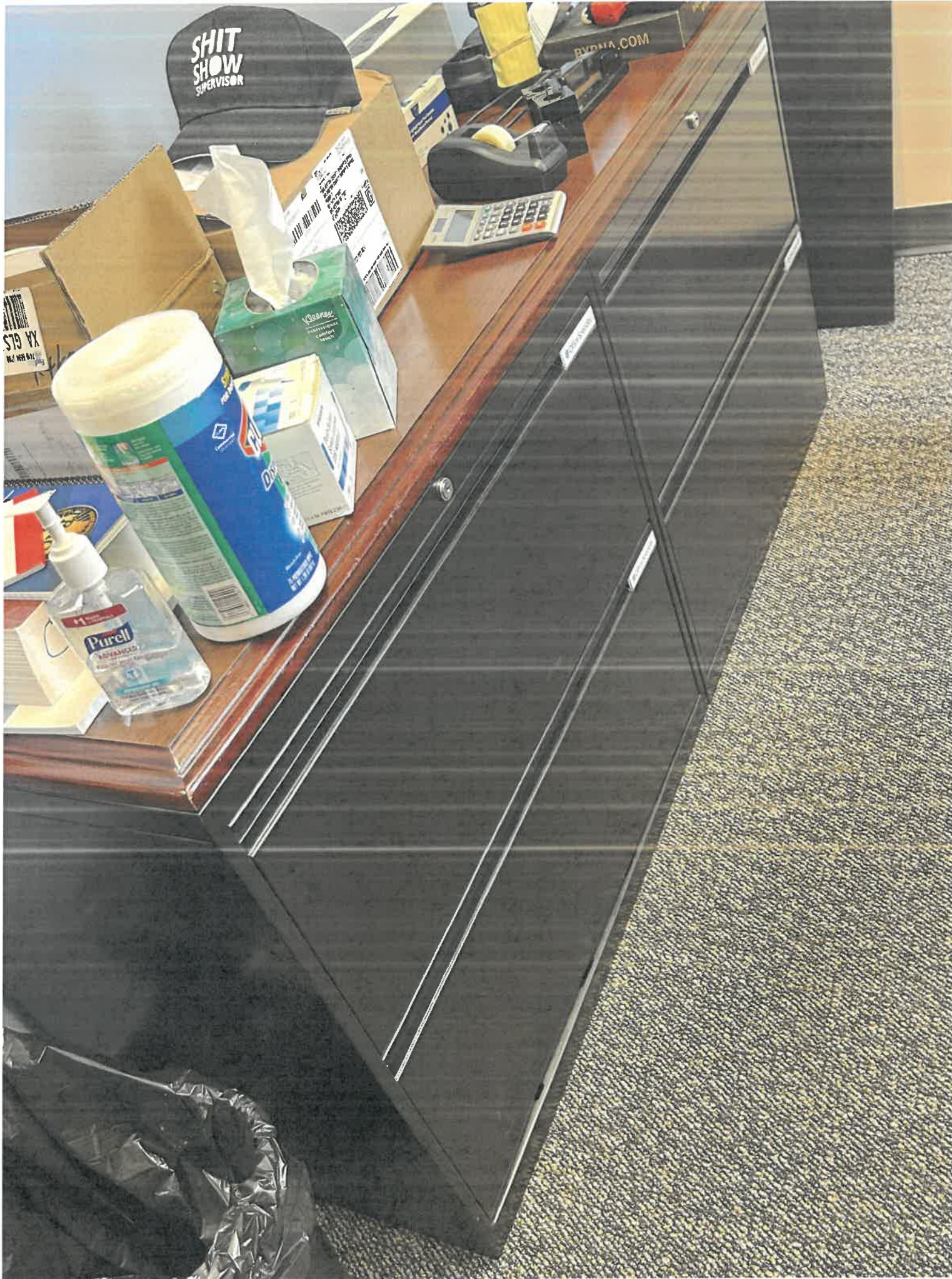
12/27/2024
Date Form Processed

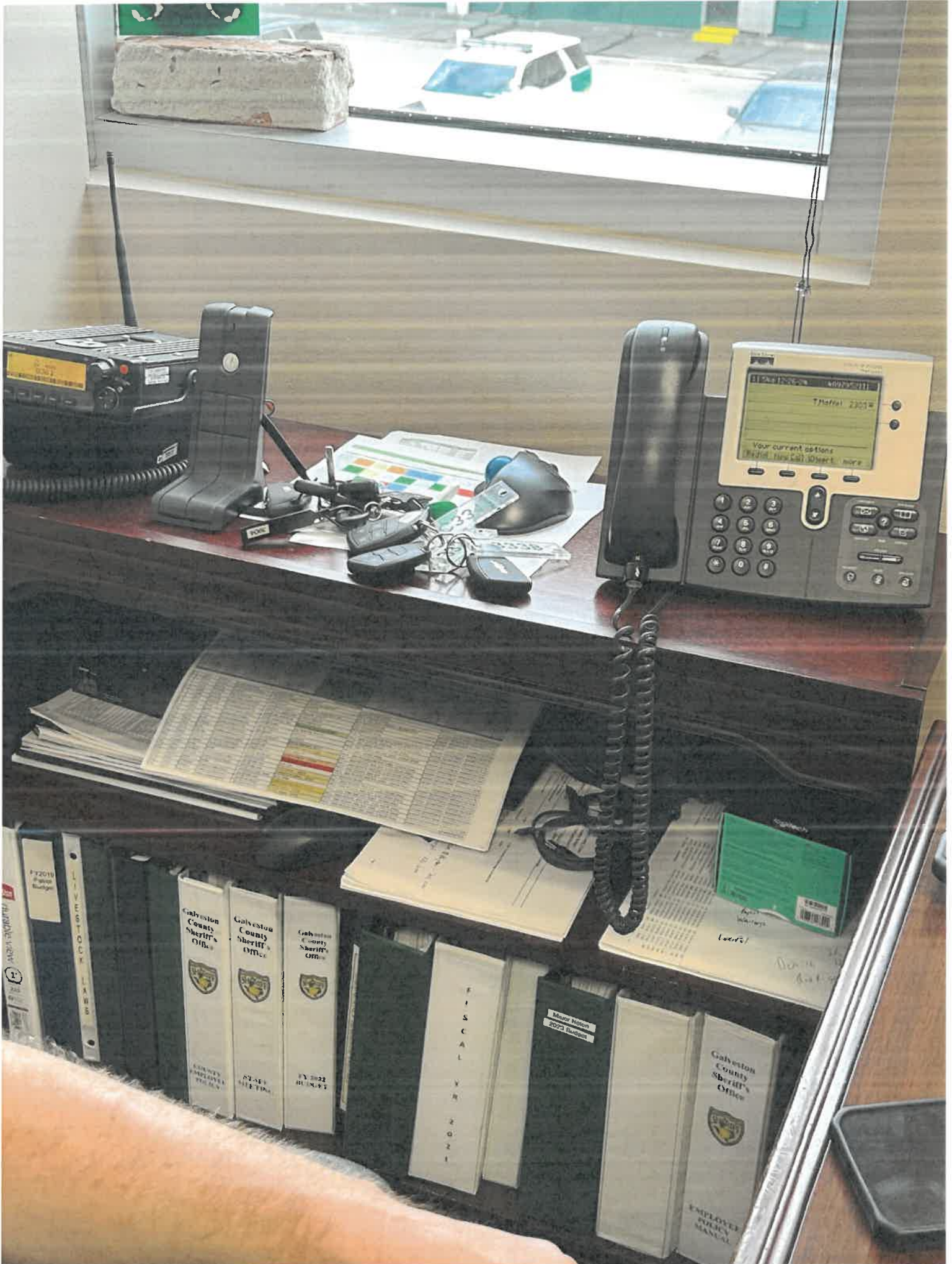
[Signature]
Fixed Asset Property Manager

	Qty	Asset Tag	Description	Serial #	Make	Model	Notes
1	1	3369	File Cabinet - Safe - Brown - CID	N/A	N/A	N/A	Damaged and old
2	1	N/A	Susteen Phone Equipment	NUSPDD8HJLFMV	intel	D54250WYK	Missing parts, not usable
3	1	5703	Cherry wood book shelf	N/A	N/A	N/A	Damage around the trim
4	3	N/A	Brown Desks - CID	N/A	N/A	N/A	Damaged, old
5	1	N/A	Old Cubicle - CID	N/A	N/A	N/A	usable
6	1	N/A	File Cabinet - Patrol Captains Office	N/A	N/A	N/A	usable
7	8	N/A	Old Cubicles - Admin	N/A	N/A	N/A	usable
8	1	N/A	Side Table - Patrol Captains Office	N/A	N/A	N/A	usable
9	1	N/A	File Cabinet - Black - Patrol Captains Office	N/A	N/A	N/A	usable
10	1	N/A	File Cabinet - CID Captains Office	N/A	N/A	N/A	usable
11	1	N/A	File Cabinet - ID-Records Office	N/A	N/A	N/A	usable
12							









Large rectangular object on the windowsill, possibly a piece of paper or a small box.

Radio with a yellow label: "T-Mobile 2301"

Black computer mouse

Black telephone with a screen displaying "T-Mobile 2301" and "Your current position: Sheriff, Galveston Sheriff, work"

Binders: "FY2010 Budget", "LIVESTOCK LAWS"

Galveston County Sheriff's Office binders

FISCAL YEAR 2021 binder

EMPLOYEE HANDBOOK binder

Handwritten notes and a green card on the desk



