



THE COUNTY OF GALVESTON

**FRANK RODRIGUEZ
PURCHASING AGENT**

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

November 10, 2025

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

Re: Disposal of Salvage or Surplus Property

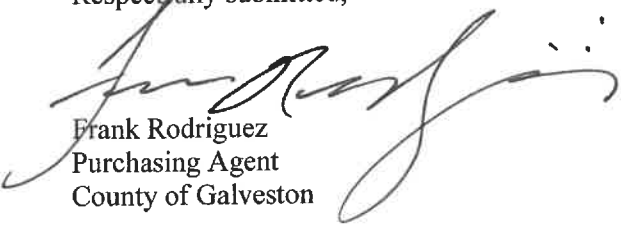
Gentlemen,

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

Dickey, Tammy

From: Nolan, Edward
Sent: Wednesday, October 29, 2025 4:49 PM
To: Dickey, Tammy
Subject: Agenda request for commissioners court 11/10/2025: 159100, IT cameras 20251110
Attachments: 159100, IT cameras 20251110.pdf

Good morning!

Please place the following property items on the next available agenda to authorization for appropriate removal: :
(159100, IT cameras 20251110.pdf):

- (550) B3E X13 Mini webcams

Please let me know if there are any problems or questions and 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: 10/29/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 159100, Information Technology Lauren Michaels Lauren Michaels
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 - (550) B3E X13 Mini Webcam
FAID No. & Description

Reason for disposal: Replaced / No longer needed

Serial No./VIN #: _____

From: 159100, Information Technology Location: 722 Moody STE 6
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

10/29/2025
Date Form Processed

Edward J. [Signature]
Fixed Asset Property Manager



GENERAL PROPERTY PRE-DISPOSAL DISCLOSURE FORM

Date: 10/29/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: Lauren Michaels Lauren Michaels 159100, Information Technology
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: (550) B3E X13 Mini Webcam

Make: B3E Model: X13

Serial/VIN: Year: Color: Black

Description of Use: Furnishings / chairs / office items

Reason for Disposal: Replaced / No longer needed

Is this item currently in sound working condition? ☒ Yes ☐ No

If no, please describe and list all defects.

Other:

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PURCHASING DEPARTMENT USE ONLY

10/29/2025
Date Form Processed

Edward J. - [Signature]
Fixed Asset Property Manager



Dickey, Tammy

From: Nolan, Edward
Sent: Wednesday, October 29, 2025 4:51 PM
To: Dickey, Tammy
Subject: Agenda request for commissioners court 11/10/2025: 291000, OEM surp furn 20251110
Attachments: 291000, OEM surp furn 20251110.pdf

Good afternoon!

Please place the following property items on the next available agenda to authorization for appropriate removal: :
(291000, OEM surp furn 20251110.pdf):

- (4) Chairs
- (1) Small conf table
- (1) hutch

Please let me know if there are any problems or questions and 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: 10/13/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management Brad Burness
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 - 4 chairs / 1 sm conf table / Hutch
FAID No. & Description

Reason for disposal: Replaced / No longer needed

Serial No./VIN #: _____

From: 291010, Office of Emergency Management Location: 1353 FM 646 West, Dickinson
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

10/29/2025
Date Form Processed

Edward J. [Signature]
Fixed Asset Property Manager



GENERAL PROPERTY PRE-DISPOSAL DISCLOSURE FORM

Date: 10/13/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: [Signature] Brad Bumess 291010, Office of Emergency Management
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: 4 chairs / 1 sm conf table / Hutch

Make: Model:

Serial/VIN: Year: Color:

Description of Use: Furnishings / chairs / office items

Reason for Disposal: Replaced / 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

10/29/2025
Date Form Processed

[Signature]
Fixed Asset Property Manager