



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

January 6, 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,


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

Dickey, Tammy

From: Nolan, Edward
Sent: Friday, January 3, 2025 11:39 AM
To: Dickey, Tammy
Subject: Agenda request for commissioners court 01/20/2025: 211121 SO-CID - surplus microscope 20250120
Attachments: 211121 SO-CID - surplus microscope 20250120.pdf

Good afternoon,

Could we please place the following property item on the next available commissioners court for treatment as surplus: **(211121 SO-CID - surplus microscope 20250120.pdf)**:

- SO – CID microscope and chamber

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 PROPERTY PRE-DISPOSAL DISCLOSURE FORM

Date: 11/19/2024

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: [Signature] Kelcie Miller 211131, Identification Division
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: Microscope & acc

Make: _____ Model: _____

Serial/VIN: _____ Year: _____ Color: _____

Description of Use: Microscope & acc

Reason for Disposal: No longer needed

Is this item currently in sound working condition? Yes No

If no, please describe and list all defects.

Unknown condition

Other: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

1/3/2025
Date Form Processed

[Signature]
Fixed Asset Property Manager



PROPERTY DISPOSAL REPORT

DATE: 11/19/2024

To: Purchasing Department, Attention: Fixed Asset Property Manager
From: 211131, Identification Division - Captain Kelcie Miller
Department No. & Name, Department Asset Custodian Authorized Signature *Kelcie*

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 - Microscope & acc
FAID No. & Description

Reason for disposal: no longer needed

Serial No./VIN #: _____

From: 211131, Identification Division Location: Old Skills Garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

11/13/2025
Date Form Processed

Edward J. [Signature]
Fixed Asset Property Manager

