



Travis County Commissioners Court Agenda Request

Meeting Date: October 2, 2012

Prepared By/Phone Number: Bonnie Floyd, 854-4173

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: DECLARE ONE REFRIGERATOR TRAILER AS SURPLUS PROPERTY AND DONATE TO THE BROWN SANTA PROGRAM, A NON-PROFIT CIVIC ORGANIZATION, PURSUANT TO SECTION 263.152(A)(4) OF THE TEXAS LOCAL GOVERNMENT CODE.

Purchasing Recommendation and Comments: Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

TSCO has a refrigerator trailer (Asset # 2961A), which is no longer working and has been removed from service. This trailer was originally donated to the County by the Department of Public Safety, and is currently located at the Del Valle Complex. TCSO recommends donating the trailer to the Brown Santa program, a non-profit organization of TCSO, to store all of their toys, books, puzzles, office furniture and equipment. This trailer will replace one currently being used by Brown Santa that is in need of costly repairs.

In accordance with the Local Government Code 263.152(a)(4), the County is permitted to dispose of surplus property without competitive bidding or an auction if the recipient is a civic or charitable organization located in the county.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.



Greg Hamilton, Travis County Sheriff
MEMORANDUM

September 17, 2012

TO: Sam Biscoe, County Judge
Ron Davis, Commissioner Pct. 1
Sarah Eckhardt, Commissioner Pct. 2
Karen Huber, Commissioner Pct. 3
Margaret Gomez, Commissioner Pct. 4

FROM: Greg Hamilton, Sheriff *GH*

SUBJECT: Donation of TCSO trailer to Brown Santa

The Travis County Sheriff's Office has a refrigerator trailer (fixed assets # 2961A), located at the Del Valle complex, which is being removed from service. The refrigeration system does not work, and is too costly to repair and maintain.

The Travis County Brown Santa program stores all of their toys, books, puzzles, office furniture and equipment in 6 trailers year round. One of these trailers has a bad leak and some other problems. If Brown Santa were to attain the empty refrigerator trailer, Brown Santa would be responsible for repairs and upkeep that may arise with the trailer.

Please let this memo serve as TCSO's request for your approval to donate unit # 2961A to Brown Santa for their use.