



## Travis County Commissioners Court Agenda Request

**Meeting Date:** October 8, 2013

**Prepared By/Phone Number:** Kent Hubbard, 854-6458

**Elected/Appointed Official/Dept. Head:** Cyd Grimes

**Commissioners Court Sponsor:** Judge Biscoe

**Agenda Language:** PURSUANT TO TEXAS LOCAL GOVERNMENT CODE, SECTION 81.032 AND TRAVIS COUNTY PURCHASING POLICY SECTION 3.4.1 *DONATIONS*, RECEIVE AND ACCEPT EQUIPMENT FROM TEXAS A&M, AGRILIFE EXTENSION.

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

The Travis County Texas A&M AgriLife Extension Department is requesting authorization to receive the following equipment for the departments use:

Description	Serial Number	Cost
3M Projector Model MP410	K2E19410204860	\$599
3M Projector Model MP410	K2F25410210124	\$549
3M Projector Model MP220	G2G31220005146	\$530.67
3M Projector Model MP220	G2H32220005633	\$530.67
3M Projector Model MP220	G2H32220005433	\$530.67
Dell Laser Printer Model c1660w	CN-01W36D-71971-32P-NS21	\$519.99
Dell Color Laser Printer B3460dn	US-09RRCP-48730-29A-0079	\$139.99

Dolores Sandmann, County Extension Director  
 Texas A&M AgriLife Extension Service-Travis County

**To:** Purchasing, Travis County  
**From:** Dolores Sandmann  
**Subject:** 4-H CAPITAL Projector/Printer Donation  
**Date:** September 30, 2013

This memo serves as official notification that the Texas A&M AgriLife Extension Service - 4-H CAPITAL program in Travis County is donating four (4) new projectors and two (2) printers to Travis County that was purchased through funds held at A&M. Since all equipment at the AgriLife Extension office at 1600-B Smith Road, Austin, Texas belongs to Travis County, it makes sense to have this equipment become part of the Travis County AgriLife Extension assets as well.

Description	Serial Number	Cost	Date Purchased
3M Projector Model MP410	K2E19410204860	\$599	10/23/2012
3M Projector Model MP410	K2F25410210124	\$549	5/6/2013
3M Projector Model MP220	G2G31220005146	\$530.67	10/23/2012
3M Projector Model MP220	G2H32220005633	\$530.67	10/23/2012
3M Projector Model MP220	G2H32220005433	\$530.67	10/23/2012
Dell Laser Printer Model c1660w	CN-01W36D-71971-32P-NS21	\$519.99	5/1/2013
Dell Color Laser Printer B3460dn	US-09RRCP-48730-29A-0079	\$139.99	5/1/2013

Should you have any questions, or need further clarification, please feel free to contact me at 512.854.9602.

Sincerely,

Dolores Sandmann  
 County Extension Director  
 Texas A&M AgriLife Extension Service - Travis County

cc: Sherri Fleming, County Executive - HHSVS  
 Kent Hubbard, Purchasing  
 Elida Urtado, AgriLife Extension Office Manager  
 Lydia Domaruk, AgriLife Extension Agent-Urban Youth Development

Texas A&M AgriLife Extension Service-Travis County  
 1600-B Smith Road | Austin, Texas 78721

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