



Travis County Commissioners Court Agenda Request

Meeting Date: December 2, 2014

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

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language:

DECLARE EXECUTIVE CHAIR AS SURPLUS PROPERTY AND AUTHORIZE PURCHASING OFFICE TO AUCTION CHAIR UNDER A SEALED BID, PURSUANT TO SECTION 263.152(A)(1) OF THE TEXAS LOCAL GOVERNMENT CODE.

The Travis County District Clerk, Amalia Rodriguez-Mendoza, has requested that the Clerk's executive suede (Raspberry color) chair be included in a sealed bid.

The chair is several years old and has fully depreciated in value.

Amalia Rodriguez-Mendoza
Travis County District Clerk
Travis County Courthouse Complex
P.O. Box 679003
Austin, Texas 78767



November 18, 2014

To: Cyd Grimes –
Travis County Purchasing Agent

From: Amalia Rodriguez-Mendoza
Travis County District Clerk

Re: Executive Suede Chair – Raspberry color

Please find this memo as a request to have the above referenced existing District Clerk's executive chair included in a sealed bid.

Administrative Offices
(512) 854-9457
fax: 854-4744

Civil and Family Division
(512) 854-9457
fax: 854-9549

Criminal Division
(512) 854-9420
fax: 854-4566

Jury Office
(512) 854-9669
fax: 854-4457