

Williamson County

Asset Status Change Form

The following asset(s) is(are) considered for: (select one)

- ☐ TRANSFER bet ween county departments
 ☐ TRADE-IN for new assets of similar type for the county
 ☒ DESTRUCTION due to Public Health / Safety
☐ SALE at the earliest auction *
 ☐ DONATION to a non-county entity

Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
	Inmate Clothing and Shoes	see attached report		Non-Working
	Inmate Kitchen Work Boots	see attached report		Non-Working
	Inmate Towels	see attached report		Non-Working
	Inmate Blankets and Suicide Smocks	see attached report		Non-Working
	Inmate Mattress Covers	see attached report		Non-Working

Parties involved:**FROM** (Transferor Department): 570 Corrections
**Transferor - Elected Official/Department Head/
Authorized Staff:**

LC Marshall

Print Name

Signature

Contact Person:

Lieutenant Chris Watts

Print Name

+1 (512) 943-1689

Date Phone Number

RECEIVED

DEC 13 2016

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

TO (Transferee Department/Auction/Trade-in/Donee): DESTRUCTION
**Transferee - Elected Official/Department Head/
Authorized Staff OR Donee - Representative:** (If being
approved for Sale or Trade-in, no signature is necessary.)
Contact Person:

Print Name

Print Name

Signature

Date Phone Number

* If the above asset(s) is (are) listed for sale at auction and no bids are made, the Purchasing Director may dispose of or donate this (these) asset(s). A list of the (these) asset(s) to be donated or disposed of will be sent to the Auditor's Office with a date of donation or disposal.

Forward to County Auditor's Office

This Change Status was approved as agenda item # _____ in Commissioner's Court on _____

If for Sale, the asset(s) was(were) delivered to warehouse on _____ by _____



MEMORANDUM
Williamson County Sheriff's Office
Corrections

TO: Captain Pokluda
FROM: Lt. Christopher T. Watts
DATE: 12/09/2016
SUBJECT: Items for Destruction

The following items are for Destruction:

1. Inmate Uniforms Pants (266) and Tops (170)
2. Inmate Shoes (Crocs) 256 in total
3. Inmate Towels (571)
4. Inmate Blankets (79)
5. Inmate Mattress Covers (350)
6. Inmate Suicide Smocks (9)
7. Inmate kitchen work boots (35)

All of the above items have been ripped or torn beyond repair.

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 ☐ DONATION to a non-county entity

Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
	Inmate Mattress	See Attached Report		Non-Working
				Non-Working
				Non-Working
				Non-Working
				Non-Working

Parties involved:**FROM** (Transferor Department): 570 Corrections**Transferor - Elected Official/Department Head/****Authorized Staff:**

LC Marshall

Print Name

Signature

Contact Person:

Lieutenant Chris Watts

Print Name

+1 (512) 943-1689

Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): DESTRUCTION**Transferee - Elected Official/Department Head/****Authorized Staff OR Donee - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)**Contact Person:**

Print Name

Print Name

Signature

Date

Phone Number

* If the above asset(s) is (are) listed for sale at auction and no bids are made, the Purchasing Director may dispose of or donate this (these) asset(s). A list of the (these) asset(s) to be donated or disposed of will be sent to the Auditor's Office with a date of donation or disposal.

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This Change Status was approved as agenda item # _____ in Commissioner's Court on _____

If for Sale, the asset(s) was(were) delivered to warehouse on _____ by _____



MEMORANDUM

Williamson County Sheriff's Office ***Corrections***

TO: Captain Pokluda
FROM: Lt. Christopher T. Watts
DATE: 12/09/2016
SUBJECT: Item for Destruction

The following items are for Auction:

We have 100 Inmate Mattress that cannot be fixed, the covers have been ripped and the stuffing has been torn into unsalvageable pieces.