

PENDING APPROVAL

OKLAHOMA COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM REQUEST SHEET

FOR THE 5-12-2009 AGENDA

(THE DEADLINE IS ONE WEEK PRIOR TO THE DATE THE AGENDA IS TO BE POSTED)

DEPARTMENT: COUNTY CLERKS OFFICE REQUESTED BY Carolynn Caudill

REQUISITION NO: _____

NAME OF FUNDS: _____

FUND NUMBERS: _____

PLEASE INITIAL IF PRIVACY/PROTECTED INFORMATION EXISTS: _____ YES _____ N/A

NUMBER OF ORIGINAL DOCUMENTS TO BE RETURNED TO YOUR DEPARTMENT: _____

AGENDA ITEM READS AS FOLLOWS:

Discussion and possible action to approve Resolution to Declare the following property surplus and is to be transferred to the Kiowa County Clerk, Kiowa County, Oklahoma:

One (1) Grey Metal Bookcase with 32 Roller Shelves, c/n **F106-00071**, acquired in 1982, from an unknown vendor, for an estimated \$320.00.

One (1) Grey Metal Bookcase with 32 Roller Shelves, c/n **F106-00098**, acquired in 1982, from an unknown vendor, for an estimated \$320.00.

One (1) Grey Metal Bookcase with 32 Roller Shelves, c/n **F106-00099**, acquired in 1982, from an unknown vendor, for an estimated \$320.00.

One (1) Grey Metal Bookcase with 32 Roller Shelves, c/n **F106-00100**, acquired in 1982, from an unknown vendor, for an estimated \$320.00.

One (1) Grey Metal Bookcase with 32 Roller Shelves, c/n **F106-00101**, acquired in 1982, from an unknown vendor, for an estimated \$320.00.

One (1) Republic Archival Shelving Unit, c/n **F106-000188**, acquired November 6, 1998, from Storage Concepts, 100 N. Quapah, Suite G, Oklahoma City, OK, for \$306.00.

One (1) Safco Steel Frame Archival Shelf, c/n **F106-00196**, acquired January 11, 2005, from Office Depot, PO Box 633211, Cincinnati, OH, for \$301.37.

One (1) Safco Steel Frame Archival Shelf, c/n **F106-00197**, acquired January 11, 2005, from Office Depot, PO Box 633211, Cincinnati, OH, for \$301.37.

One (1) Safco Steel Frame Archival Shelf, c/n **F106-00198**, acquired January 11, 2005, from Office Depot, PO Box 633211, Cincinnati, OH, for \$301.37.

PENDING APPROVAL

One (1) Microfilm Cabinet, not on Inventory.

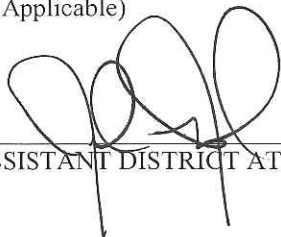
Two (2) Tables, not on Inventory.

Requested byCarolynn Caudill, County Clerk., and approved as to form and legality by John M. Jacobsen, Assistant District Attorney. (Document Received)

APPROVED BY DA
(If Applicable)

APPROVED BY ENGINEER
(If Applicable)

APPROVED BY PURCHASING
(If Applicable)



ASSISTANT DISTRICT ATTORNEY

COUNTY ENGINEER

PURCHASING AGENT

Please initial if privacy/security protected information exist

DISTRICT ATTORNEY – PRIVACY/SECURITY PROTECTED INFORMATION: _____ YES _____ N/A

COUNTY CLERK – PRIVACY/PROTECTED INFORMAITON: _____ YES _____ N/A

(NOTE: THE CHAIRMAN/CHIEF DEPUTY MUST APPROVE ALL EMERGENCY REQUESTS FOR ANY ITEM SUBMITTED AFTER THE DEADLINE)

DATE OF REQUEST: _____ APPROVED BY: _____
CHAIRMAN

PENDING APPROVAL

RESOLUTION NO. _____

A RESOLUTION DECLARING AND DISPOSING OF COUNTY PROPERTY AS SURPLUS

WHEREAS, The Board of County Commissioners of Oklahoma County is directed by State law to make all orders respecting property of the County; and

WHEREAS, The Board of County Commissioners of Oklahoma County, is authorized to deem certain county property and/or equipment as surplus; and

WHEREAS, The Board of County Commissioners of Oklahoma County, pursuant to Title 19 O.S. (2008) § 421.1(E), may enter into an agreement with any other county or political subdivision for the purpose of selling, transferring, trading or otherwise disposing of equipment or materials.

NOW, THEREFORE, BE IT RESOLVED that The Board of County Commissioners of Oklahoma County, does hereby declare the following described property and/or equipment belonging to the Oklahoma County Clerk's Office as surplus and is to be transferred the Kiowa County Clerk, Kiowa County, Oklahoma:

One (1) Grey Metal Bookcase with 32 Roller Shelves, c/n **F106-00071**, acquired in 1982, from an unknown vendor, for an estimated \$320.00.

One (1) Grey Metal Bookcase with 32 Roller Shelves, c/n **F106-00098**, acquired in 1982, from an unknown vendor, for an estimated \$320.00.

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PENDING APPROVAL

This instrument was acknowledged before me on the _____ day of _____, 2010, on behalf of the Board of County Commissioners.

Notary Public

My Commission Expires: _____

APPROVED this _____ day of _____, 2010.

BOARD OF COUNTY COMMISSIONERS
KIOWA COUNTY, OKLAHOMA

Chairman

ATTEST:

Member

Kiowa County Clerk

Member

STATE OF OKLAHOMA)
) SS
COUNTY OF KIOWA)

This instrument was acknowledged before me on the _____ day of _____, 2010, on behalf of the Board of County Commissioners.

Notary Public

My Commission Expires: _____