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Fixed Asset Request Form - FY 2024/25 Budget

NOTE: Fixed assets are those items (even if purchased separately, are part of one unit) that have a useful life of more than one year and are valued at \$5,000 or more. Note: Office furniture, as an example, (panels, files, desktops, shelves etc) should be considered a fixed asset, if costing more than \$5,000, even if individual parts of the unit are less than \$5,000. Do not include vehicles on this form. When complete, please forward all materials to gsabudgetrequests@mendocinocounty.org

Department: Sheriff's Office Budget Unit: 2310 Org Code: SO

Item Description:	Wireless Controllers	Quantity:	2	Cost:	21,383.71
Manufacture:	and other various	Model#:		Quote Source:	DGI
Justification and	technology equipment				
Funding Source:	SO-864370				
<p>The Sheriff's Office is in the initial stages of re-locating the Evidence Storage facility in Ukiah. The move will require the procurement and installation of specialized technology equipment to ensure the security and efficient management of stored evidence items. The necessary equipment is classified as fixed assets.</p>					
Requested By:	Travis Forrester				

Item Description:		Quantity:		Cost:	
Manufacture:		Model#:		Quote Source:	
Justification and					
Funding Source:					
Requested By:					

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