

Steve Sisolak
Governor



Laura E. Freed
Director
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Deputy Director
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**STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION**

Purchasing Division

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MEMORANDUM

August 4, 2020

To: All State Agencies, the Nevada System of Higher Education, the Court System, the Legislative Counsel Bureau and all Political Subdivisions within the State of Nevada

From: Kevin D. Doty, Administrator

Subject: **Surplus Property – Department of Public Safety, Division of Parole and Probation – Carson City Area**

The Division of Parole and Probation (P&P) is offering various items to any state agency or local government in or around the Carson City area. Items include file cabinets, desks, chairs, office supplies, tables, and other miscellaneous furniture and equipment. Due to the COVID-19 pandemic, appointments will be made for any interested agencies to view surplus items. Additionally, agencies will need to provide labor and transportation to remove desired items from these locations. Surplus not claimed by the close of business on August 12, 2020, will be disposed of.

Date: **Accepting appointments through August 12, 2020**

Location: **119 E. Long Street, Carson City, NV 89706**

Any items your agency acquires from P&P will need to be removed from the facility at time of selection. Please bring assistance and a vehicle appropriate for moving.

For more information or to make an appointment, please contact **John Hecimovich at (775) 684-2404 or (775) 412-3208.**

All items will be processed as required by the Purchasing Division's [Surplus Property Program](#) and a Receipt of Excess Property will be completed at the time of transfer. Please contact Judy Gates at (775) 684-0192 or sp@admin.nv.gov with any questions regarding the program.