

Steve Sisolak
Governor



Laura E. Freed
Director

Matthew Tuma
Deputy Director

Kevin D. Doty
Administrator

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION

Purchasing Division

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MEMORANDUM

July 12, 2021

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 Health and Human Services**

The Department of Health and Human Services, Aging & Disability Services Division, is offering various items to any state or local governments and schools in or around the Carson City area. Items include: desks, chairs, tables, and bookshelves.

Agencies will need to provide labor and transportation to remove desired items from these locations. Surplus not claimed by the close of business on July 15, 2021, will be disposed of.

Date:	July 15, 2021
Location:	3310 Goni Rd, Bldg H, Carson City
Time:	8:30 AM – 11:00 AM

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

For more information, please contact Jessica Roew at (775) 687-0106 or jroew@adsd.nv.gov.

All items will be processed as required by the Purchasing Division's [Surplus Property Program](#) and the use of Receipt of Excess Property will be completed at the time of transfer. Please contact Judy Gates at (775) 515-5012 or SP@admin.nv.gov with any questions regarding the program.

Purchasing 2021-03