

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS

INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE) 250000 TRANSFER TO (INDEX CODE) _____

DEPARTMENT: EDC Probation PA DEPARTMENT: _____

APPROVED (DEPT HEAD) [Signature] DATE 6-29-12 APPROVED (DEPT HEAD) _____ DATE _____

SPECIFIC LOCATION (ADDRESS): 3974 Durock Rd., Ste 205, Shingle Sp

Where in Facility? Downstairs hallway

FIRST CONTACT PERSON: Jackie Waller PHONE: 6078

SECOND CONTACT PERSON: Darci Prall PHONE: 6076

PA

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
⊖	Cannon Digital Camera A530	2222148664	Old/poor
⊖	Cannon Digital Camera A530	2222148661	Old
⊖	② 2 drawer file cabinet	⊖	Old
⊖	Shredder Univ-38008	⊖	Damaged
⊖	④ Glock holsters	⊖	Damaged
⊖	② Bianchi Smith + Wesson holsters	⊖	Old
⊖	③ Smith + Wesson holsters	⊖	Old
⊖	② gun belts	⊖	Old
⊖	② hand cuff holsters	⊖	Old

PURCHASING USE ONLY	DATE
PICKUP BY CENTRAL SERVICES	
BOARD APPROVAL	
PICKUP BY AUCTIONEER	
COPY TO AUDITOR	

REMARKS: _____

AUDITOR RECORDS UPDATED BY: _____
DATE: _____

ALL PARTS OF FORM GO TO PROCUREMENT AND CONTRACTS AT START OF PROCESS. UPON COMPLETION COPIES WILL BE DISTRIBUTED.

WHITE (AUDITOR) YELLOW (TO DEPT)
PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS

INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE)

250000

TRANSFER TO (INDEX CODE)

DEPARTMENT:

EDC PROBATION *OK*

DEPARTMENT:

APPROVED (DEPT HEAD)

DATE

[Signature]

6-29-12

APPROVED (DEPT HEAD)

DATE

SPECIFIC LOCATION (ADDRESS): 3974 DUROCK RD #205 SHINGLE SPRINGS

Where in Facility? DOWNSTAIRS REAR ENTRANCE HALLWAY

FIRST CONTACT PERSON: JACKIE WALKER *OK* PHONE: 6078

SECOND CONTACT PERSON: DARCI PRALL PHONE: 6076

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
101233	DELL T45 TOWER	88R24D1	BROKEN
101997	DELL D830 LAPTOP	D2MFLF1	BROKEN
Ø	DELL MONITOR	CN0CC2807161 867A BFBØ	BROKEN
Ø	DELL MONITOR	CN0CC2807161 867A BFBØ	BROKEN
Ø	DELL MONITOR	CN0CC3526418Ø 68B 37NL	BROKEN
Ø	DELL MONITOR	CN0RØ3496418Ø 956 ØHLS	BROKEN
Ø	HP PRINTER	MY3CC1N1Y1	BROKEN
Ø	HP PRINTER	MY3CC1N1WR	BROKEN
Ø	HP PRINTER	MY58H4RØ19	BROKEN

PURCHASING USE ONLY	DATE
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PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS INTERDEPARTMENT POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE) <u>250000</u>	TRANSFER TO (INDEX CODE)
DEPARTMENT: <u>EDC Probation pt</u>	DEPARTMENT:
APPROVED (DEPT HEAD) DATE <u>[Signature]</u> <u>6-29-12</u>	APPROVED (DEPT HEAD) DATE

SPECIFIC LOCATION (ADDRESS): 3974 Durock Rd., Ste 205, Shingle Spgs

Where in Facility? Downstairs hallway

FIRST CONTACT PERSON: Jackie Walker PHONE: 6078

SECOND CONTACT PERSON: Darci Prall PHONE: 6074

3/28
64

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
⊖	⑤ Pepper spray holsters	⊖	Old
⊖	⑭ radio holsters	⊖	Old
⊖	⑥ speed loaders	⊖	Old
⊖	⑩ flashlight holsters	⊖	Old
⊖	field bag	⊖	old
⊖	gun fanny pack	⊖	Old
⊖	③⑧ Smith and Wesson mag holders	⊖	Old
⊖	gun lock/no key	⊖	old
⊖	① Ink cartridges LC/CL/Cyan	⊖	older cartridges still in box

PURCHASING USE ONLY	DATE
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WHITE (AUDITOR) YELLOW (TO DEPT) PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS INTERDEPARTMENT POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE) <u>250000</u>	TRANSFER TO (INDEX CODE)
DEPARTMENT: <u>EDC Probation</u> <i>JW</i>	DEPARTMENT:
APPROVED (DEPT HEAD) DATE <i>[Signature]</i> <u>6-29-12</u>	APPROVED (DEPT HEAD) DATE

SPECIFIC LOCATION (ADDRESS): 3974 Durock Rd., Ste 205, Shingle Spgs

Where in Facility? Downstairs hallway

FIRST CONTACT PERSON: Jackie Walker PHONE: 6078

SECOND CONTACT PERSON: Darci Prall PHONE: 6074

*RK
GK*

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
⊖	③ ink cartridges LC61 m/magenta	⊖	older cartridges still in box
⊖	⑦ ink cartridges LC61 Y/yellow	⊖	older cartridges still in box
⊖	④ ink cartridges LC61 BK/black	⊖	older cartridges still in box
⊖	file cabinet	⊖	Broken
⊖	⑦ ear protectors	⊖	old
⊖	① eye protectors	⊖	old
<u>25627</u>	MT 2000 motorola	<u>355AWN0695</u>	Damaged old
<u>25466</u>	MT 2000 motorola	<u>355AWN0731</u>	Damaged old
<u>29874</u>	MT 2000 motorola	<u>355AZLS147</u>	Damaged old

PURCHASING USE ONLY	DATE
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PICKUP BY AUCTIONEER	
COPY TO AUDITOR	

REMARKS: _____	
AUDITOR RECC DATE: _____	<u>Radios to Frank Post</u>
ALL PARTS OF AT START OF DISTRIBUTED.	<u>SOs.</u>
WHITE (AUDITOR)	NT AND CONTRACTS ON COPIES WILL BE
PINK (FROM DEPT)	YELLOW (TO DEPT)
	GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS

INTERDEPARTMENT

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TRANSFER FROM (INDEX CODE)

250000

TRANSFER TO (INDEX CODE)

DEPARTMENT:

PROBATION

DK
~~IT~~

DEPARTMENT:

APPROVED (DEPT HEAD)

DATE

[Signature]

6-29-12

APPROVED (DEPT HEAD)

DATE

SPECIFIC LOCATION (ADDRESS): 3914 DUROCK RD #205 SHINGE SPRINGS

Where in Facility? DOWNSTAIRS NEAR EXIT HALLWAY

FIRST CONTACT PERSON: JACKIE WALKER PHONE: 6078

SECOND CONTACT PERSON: PARCI PRALL PHONE: 6076

[Handwritten mark]

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
N/A	QUANTITY 43 USB KEYBOARDS	N/A	FAIR
N/A	QUANTITY 11 VGA VIDEO CABLES	N/A	FAIR
N/A	QUANTITY 7 PS2 KEYBOARDS	N/A	FAIR
N/A	QUANTITY 10 PARALLEL CABLES	N/A	FAIR
N/A	QUANTITY 5 PS2 BALL MICE	N/A	FAIR
N/A	QUANTITY 18 USB BALL MICE	N/A	FAIR
N/A	QUANTITY 16 USB LASER MICE	N/A	FAIR

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**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

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DEPARTMENT: <u>EDC Probation pk</u>	DEPARTMENT:
APPROVED (DEPT HEAD) <u>[Signature]</u>	DATE <u>6-29-12</u>
APPROVED (DEPT HEAD)	DATE

SPECIFIC LOCATION (ADDRESS): 3974 Durock Rd., Ste 205, Shingle Spgs

Where in Facility? Downstairs hallway

FIRST CONTACT PERSON: Jackie Walker PHONE: 6078

SECOND CONTACT PERSON: Darci Prall PHONE: 6074

Handwritten initials

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
⊖	① MT 2000 Battery	⊖	old
⊖	② EX600 Batteries	⊖	Damaged
⊖	① Motorola microphone	⊖	old
⊖	① radio antenna	⊖	old
⊖	④ Motorola chargers	⊖	old
⊖	① Streamline Charge	⊖	Damaged
⊖	④ Smith & Wesson Holster	⊖	old, in package 2 pt, cannot use

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COUNTY OF EL DORADO
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DEPARTMENT: <u>EDC Probation</u>	DEPARTMENT:
APPROVED (DEPT HEAD) <u>E. Higgins for:</u>	DATE <u>7/3/12</u>
APPROVED (DEPT HEAD)	DATE

SPECIFIC LOCATION (ADDRESS): 3974 Durrock Rd., Ste. 205, Shingle Spgs

Where in Facility? Downstairs hallway

FIRST CONTACT PERSON: Jackie Walker PHONE: 6078

SECOND CONTACT PERSON: Darci Prall PHONE: 6074

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<u>⊖</u>	<u>③ 15 gallon trash cans ⊖</u>		<u>Broken (foot pedal)</u>

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**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS INTERDEPARTMENT POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE) <u>X</u>	TRANSFER TO (INDEX CODE)
DEPARTMENT: <u>TREASURER TAX COLLECTOR</u>	DEPARTMENT:
APPROVED (DEPT HEAD) <u>C.H. Rafferty by Jaymie</u> DATE <u>6/13/12</u>	APPROVED (DEPT HEAD) DATE <u>J. L. ... ATTIC</u> <u>12 JUN 14 AM 11:00</u>

SPECIFIC LOCATION (ADDRESS): 360 Fair Lane, Placerville

Where in Facility? Hallway outside of main door to Treasurer-Tax Coll De

FIRST CONTACT PERSON: Kathleen Gaudreau PHONE: 621-5803

SECOND CONTACT PERSON: Todd Hall PHONE: 621-5820

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<u>12491</u>	<u>Metal Desk w/return</u>		<u>Fair</u>
<u>12487</u>	<u>Metal Desk w/return</u>		<u>Fair</u>
<u>12489</u>	<u>Metal Desk w/return</u>		<u>Fair</u>
<u>12490</u>	<u>Metal Desk w/return</u>		<u>Fair</u>
<u>12488</u>	<u>Metal Desk w/return</u>		<u>Fair</u>
<u>-</u>	<u>Metal Desk w/return</u>		<u>Fair</u>
	<u>5' x 6" metal cap shelf</u>		<u>Fair</u>

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**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

PURCHASING RECEIVED
 12 JUN 14 AM 11:00

SURPLUS INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE)	TRANSFER TO (INDEX CODE)
DEPARTMENT: <u>TREASURER-TAX COLLECTOR</u>	DEPARTMENT:
APPROVED (DEPT HEAD) DATE <u>6/11/12</u> <u>C.H. Rafferty by Louise [Signature]</u>	APPROVED (DEPT HEAD) DATE

SPECIFIC LOCATION (ADDRESS): 3100 FAIR LANE, PLACERVILLE

Where in Facility? Main Floor & Downstairs Storage

FIRST CONTACT PERSON: Kathleen Gaudreau PHONE: 5803

SECOND CONTACT PERSON: Gary Perez PHONE: 5902

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<u>33183</u>	<u>Dell GX60 OPTIPLEX</u>	<u>9VSL351</u>	<u>Obsolete</u>
<u>33317</u>	<u>Dell GX280 OPTIPLEX</u>	<u>4GT7D61</u>	<u>Obsolete</u>
<u>33277</u>	<u>Dell GX280 OPTIPLEX</u>	<u>G4T7D61</u>	<u>Obsolete</u>
<u>33291</u>	<u>Dell GX280 OPTIPLEX</u>	<u>78T7D61</u>	<u>Obsolete</u>
<u>33376</u>	<u>Dell GX280 OPTIPLEX</u>	<u>DPQCD61</u>	<u>Obsolete</u>
<u>33297</u>	<u>Dell GX280 OPTIPLEX</u>	<u>G9T7D61</u>	<u>Obsolete</u>
<u>29628</u>	<u>Dell PowerEdge 1400</u>	<u>BLFM801</u>	<u>Obsolete</u>
<u>—</u>	<u>APC Back-Up 5650 UPS</u>	<u>PB0042121069</u>	<u>Obsolete</u>
<u>33314</u>	<u>Dell GX280 OPTIPLEX</u>	<u>CFT7D61</u>	<u>Obsolete</u>

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PURCHASING RECEIVED
 12 JUN 14 4:11:00

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS
 INTERDEPARTMENT
 POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE)	TRANSFER TO (INDEX CODE)
DEPARTMENT: <i>Treasurer/Tax Collector</i>	DEPARTMENT:
APPROVED (DEPT HEAD) DATE: <i>6/11/14</i> <i>C.H. Rafferty by [Signature]</i>	APPROVED (DEPT HEAD) DATE

SPECIFIC LOCATION (ADDRESS): 360 Fair lane, Building B, Placerville
 Where in Facility? Main floor Treasurer/Tax Collectors & Downstairs Storage R
 FIRST CONTACT PERSON: Kathleen Gaudreau PHONE: 5803
 SECOND CONTACT PERSON: Gary Perez PHONE: 5902

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<i>28656</i>	<i>Printer 2000 pg HP 8000w/sheet feeder</i>	<i>JJYD000965</i>	<i>Broken</i>
	<i>External CD Rom 4x (Paracell Port)</i>	<i>16539110</i>	<i>Fast Obsolete</i>
<i>31735</i>	<i>NCR Computer Pentium 4</i>	<i>0026798156</i>	<i>Good/Obsolete</i>
<i>26533</i>	<i>Sony Trinitron 15" color monitor</i>	<i>7102716</i>	<i>Good/Obsolete</i>
	<i>Dell 15" color monitor</i>	<i>MY-0X3782-47603454</i>	<i>Obsolete</i>
	<i>Dell 15" color monitor</i>	<i>MX-0X3782-47605400-BURG</i>	<i>Obsolete</i>
<i>33322</i>	<i>Dell GX280 OPTI PLEX</i>	<i>2HT7D61</i>	<i>Obsolete</i>
<i>33359</i>	<i>Dell GX280 OPTI PLEX</i>	<i>9M2CD61</i>	<i>Obsolete</i>

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**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

PURCHASING RECEIVED
12 JUN 14 AM 11:00

SURPLUS INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE)	TRANSFER TO (INDEX CODE)
DEPARTMENT: <i>TREASURER-TAX COLLECTOR</i>	DEPARTMENT:
APPROVED (DEPT HEAD) <i>C.H. Rafferty By <u>George Bushan</u></i>	APPROVED (DEPT HEAD) DATE <i>6/11/12</i>

SPECIFIC LOCATION (ADDRESS): *300 Fair Lane, Placerville*

Where in Facility? *Main Floor + Downstairs Storage*

FIRST CONTACT PERSON: *Kathleen Gaudreau* PHONE: *5803*

SECOND CONTACT PERSON: *Gary Perez* PHONE: *5902*

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<i>33185</i>	<i>Dell GX60 OPTIPLEX</i>	<i>5VSL351</i>	<i>Obsolete</i>
<i>31238</i>	<i>Dell GX150 OPTIPLEX</i>	<i>9SQ9G11</i>	<i>Obsolete</i>
<i>33350</i>	<i>Dell GX280 OPTIPLEX</i>	<i>6LQCD61</i>	<i>Obsolete</i>
<i>33316</i>	<i>Dell GX280 OPTIPLEX</i>	<i>JFT7D61</i>	<i>Obsolete</i>
<i>33182</i>	<i>Dell GX60 OPTIPLEX</i>	<i>6WSL351</i>	<i>Obsolete</i>

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**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS

INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE) <u>021000</u>		TRANSFER TO (INDEX CODE)	
DEPARTMENT: <u>CAO</u>		DEPARTMENT:	
APPROVED (DEPT HEAD) <u>[Signature]</u>	DATE <u>6/19/12</u>	APPROVED (DEPT HEAD)	DATE

SPECIFIC LOCATION (ADDRESS): 330 FAIR LN. PLACERVILLE, CA

Where in Facility? Copy Room

FIRST CONTACT PERSON: JIM MITTRESSEN PHONE: 621-5592

SECOND CONTACT PERSON: KARI HARN PHONE: 621-5122

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<u>31952</u>	<u>DELL INSPIRON 4150 LAPTOP</u>	<u>5MEN821</u>	<u>POOR, OLD</u>
<u>-</u>	<u>DELL PORT REPLICATOR</u>	<u>-</u>	<u>FAIR, OLD</u>
<u>-</u>	<u>BROTHER FAX MACH.</u>	<u>4750E</u>	<u>FAIR, OLD</u>
<u>-</u>	<u>MINOLTA 35mm CAMERA</u>	<u>19222646</u>	<u>NOT WORKING</u>
<u>-</u>	<u>MISC OFFICE TRAYS,</u>		<u>FAIR</u>
<u>-</u>	<u>DOT MATRIX NCR PRINTER PAPER</u>	<u>1 CASE</u>	<u>GOLD, UNUSED</u>
<u>-</u>	<u>MISC PRINT CARTRIDGES</u>	<u>-</u>	<u>POOR</u>

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WHITE (AUDITOR) YELLOW (TO DEPT)
PINK (FROM DEPT) GOLD (PURCHASING)

RECEIVED
EDC PROBATION

5868

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

2012 JUL -2 AM 10:14

SURPLUS

INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE) <u>250000</u>		TRANSFER TO (INDEX CODE)	
DEPARTMENT: <u>EDC Probation</u> <i>DA</i>		DEPARTMENT:	
APPROVED (DEPT HEAD) <i>[Signature]</i>	DATE <u>7-2-12</u>	APPROVED (DEPT HEAD)	DATE

SPECIFIC LOCATION (ADDRESS): 299 Fair Lane, Placerville, CA 95667

Where in Facility? A-wing courtyard & front of building

FIRST CONTACT PERSON: Kelli Hamby PHONE: 5604

DA SECOND CONTACT PERSON: Vince Janette PHONE: 6517

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
⊖	4 Drawer file cabinet (letter)	⊖	poor
⊖	metal trash can	⊖	poor
⊖	metal table	⊖	poor
⊖	cart	⊖	poor/broken
⊖	yellow metal table	⊖	poor
⊖	wooden table	⊖	poor
⊖	(13) plastic chairs	⊖	poor
⊖	cutting board table and self	⊖	poor
<u>103559</u>	<u>23 cu ft refrigerator</u>	<u>3987023</u>	poor

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**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS **INTERDEPARTMENT** **POSTED TO EDCNET** _____

TRANSFER FROM (INDEX CODE) <u>250000</u>	TRANSFER TO (INDEX CODE)
DEPARTMENT: <u>EDC Probation</u> DA	DEPARTMENT:
APPROVED (DEPT HEAD) DATE <u>[Signature]</u> <u>7-2-12</u>	APPROVED (DEPT HEAD) DATE

SPECIFIC LOCATION (ADDRESS): 299 Fair lane, Placerville, CA 95667

Where in Facility? A-wing courtyard + front of building

FIRST CONTACT PERSON: Kelli Hamby PHONE: 5604

SECOND CONTACT PERSON: Vince Janette PHONE: 4517

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<u>102110</u> 102110	<u>Freezer</u>	<u>T70404K07</u>	<u>poor</u>

PURCHASING USE ONLY	DATE
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REMARKS: _____

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DATE: _____

ALL PARTS OF FORM GO TO PROCUREMENT AND CONTRACTS AT START OF PROCESS. UPON COMPLETION COPIES WILL BE DISTRIBUTED.

WHITE (AUDITOR) YELLOW (TO DEPT)
PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS

INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE)

TRANSFER TO (INDEX CODE)

DEPARTMENT:

Mental Health

DEPARTMENT:

APPROVED (DEPT HEAD)

DATE

Carol Nish 6-25-2012

APPROVED (DEPT HEAD)

DATE

SPECIFIC LOCATION (ADDRESS):

Where in Facility?

PHF Basement

FIRST CONTACT PERSON:

Tim Liston

PHONE:

SECOND CONTACT PERSON:

Jill Rubin

PHONE:

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<i>33804</i>	<i>DELL OPTIPLEX Gx280</i>	<i>5CV2P71</i>	<i>POOR</i>
<i>33770</i>	<i>DELL OPTIPLEX 280</i>	<i>6CV2P71</i>	<i>POOR</i>
<i>34490</i>	<i>DELL OPTIPLEX Gx520</i>	<i>CL7D591</i>	<i>POOR</i>
<i>35225</i>	<i>Dell optiplex Gx520</i>	<i>HR165B1</i>	<i>POOR</i>
<i>35224</i>	<i>Dell Optiplex Gx520</i>	<i>DR165B1</i>	<i>POOR</i>
<i>135498</i>	<i>Dell Optiplex Gx520</i>	<i>1L35FC1</i>	<i>POOR</i>
<i>101336</i>	<i>Dell Optiplex Gx745</i>	<i>C4W31R1</i>	<i>POOR</i>
<i>104022</i>	<i>Dell Optiplex 745</i>	<i>7V9B6F1</i>	<i>POOR</i>
	<i>HP OfficeJet 330</i>	<i>5G79RP3162</i>	<i>POOR</i>

PURCHASING USE ONLY	DATE
PICKUP BY CENTRAL SERVICES	
BOARD APPROVAL	
PICKUP BY AUCTIONEER	
COPY TO AUDITOR	

REMARKS: _____

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DATE: _____

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WHITE (AUDITOR) YELLOW (TO DEPT)

PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS

INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE)

TRANSFER TO (INDEX CODE)

DEPARTMENT:

Mental Health

DEPARTMENT:

APPROVED (DEPT HEAD)

DATE

Amil Watson 6-25-2012

APPROVED (DEPT HEAD)

DATE

SPECIFIC LOCATION (ADDRESS):

Where in Facility?

PHF Basement

FIRST CONTACT PERSON:

Tim Liston

PHONE:

SECOND CONTACT PERSON:

Jill Rubin

PHONE:

7303

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<i>33472</i>	<i>Dell Optiplex Gx 280</i>	<i>CDX5G61</i>	<i>Poor</i>
<i>33807</i>	<i>Dell Optiplex Gx 280</i>	<i>BEV2P71</i>	<i>Poor</i>
<i>35217</i>	<i>Dell Optiplex GX520</i>	<i>3R165B1</i>	<i>Poor</i>
<i>34492</i>	<i>Dell Optiplex GX520</i>	<i>BL7DJ91</i>	<i>Poor</i>
<i>35029</i>	<i>Dell Optiplex Gx520</i>	<i>79YWL B1</i>	<i>Poor</i>
<i>35218</i>			
<i>35218</i>	<i>Dell Optiplex Gx520</i>	<i>5S16B1</i>	<i>Poor</i>

PURCHASING USE ONLY	DATE
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WHITE (AUDITOR) YELLOW (TO DEPT)

PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS INTERDEPARTMENT POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE) <u>250000</u>	TRANSFER TO (INDEX CODE)
DEPARTMENT: <u>EDC Probation</u>	DEPARTMENT:
APPROVED (DEPT HEAD) <u>[Signature]</u> DATE <u>6-29-12</u>	APPROVED (DEPT HEAD) DATE

SPECIFIC LOCATION (ADDRESS): 1041 Al Tahoe Blvd, SLT

Where in Facility? JTC Storage

FIRST CONTACT PERSON: Kelly Taylor PHONE: 7978

2 SECOND CONTACT PERSON: Jackie Walker PHONE: 4078

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<u>⊖</u>	<u>toaster oven</u>	<u>⊖</u>	<u>Broken</u>
<u>⊖</u>	<u>3 task chairs</u>	<u>⊖</u>	<u>Broken</u>

PURCHASING USE ONLY	DATE
PICKUP BY CENTRAL SERVICES	
BOARD APPROVAL	
PICKUP BY AUCTIONEER	
COPY TO AUDITOR	

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WHITE (AUDITOR) YELLOW (TO DEPT)
 PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS INTERDEPARTMENT POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE) <u>250000</u>	TRANSFER TO (INDEX CODE)
DEPARTMENT: <u>EDC Probation</u>	DEPARTMENT:
APPROVED (DEPT HEAD) DATE <u>[Signature]</u> <u>6-29-12</u>	APPROVED (DEPT HEAD) DATE

SPECIFIC LOCATION (ADDRESS): 1360 Johnson Blvd, Ste 102, SLT

Where in Facility? Front recpt. area

FIRST CONTACT PERSON: D. Holly PHONE: 3085

SECOND CONTACT PERSON: Jackie Walker PHONE: 6078

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<u>10113</u>	<u>Yellow, metal 5-drawer file cabinet</u>	<u>⊖</u>	<u>fair/old, one key</u>
<u>16328</u>	<u>Yellow, metal 5-drawer file cabinet</u>	<u>⊖</u>	<u>fair/old, one key</u>
<u>6555</u>	<u>large wood desk</u>	<u>⊖</u>	<u>fair</u>
<u>10175</u>	<u>small 1 shelf wood cabinet</u>	<u>⊖</u>	<u>poor</u>
<u>⊖</u>	<u>tan, metal 5-drawer file cabinet</u>	<u>⊖</u>	<u>fair/old, no key</u>
<u>⊖</u>	<u>brown, metal 4-drawer file cabinet</u>	<u>⊖</u>	<u>fair/old, on key</u>
<u>⊖</u>	<u>wood, 2 pullout shelves computer desk 1 1/2" x 30"</u>	<u>⊖</u>	<u>fair</u>
<u>⊖</u>	<u>small, wood laminate top, metal table</u>	<u>⊖</u>	<u>fair</u>
<u>⊖</u>	<u>tan, metal 2-drawer file cabinet</u>	<u>⊖</u>	<u>fair/old, one key</u>

PURCHASING USE ONLY	DATE
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BOARD APPROVAL	
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 PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS

INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE) 250000 TRANSFER TO (INDEX CODE) _____

DEPARTMENT: EDC Probation DEPARTMENT: _____

APPROVED (DEPT HEAD) [Signature] DATE 6-29-12 APPROVED (DEPT HEAD) _____ DATE _____

SPECIFIC LOCATION (ADDRESS): 1360 Johnson Blvd., Ste 102, S4

Where in Facility? Front recpt. area

FIRST CONTACT PERSON: D. Holly PHONE: 3085

SECOND CONTACT PERSON: Jackie Walker PHONE: 6078

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
⊖	tan, metal 2-drawer file cabinet	⊖	fair/old, no key
⊖	brown, metal 2-drawer file cabinet	⊖	fair/old, 2 keys
⊖	HP Laserjet 300 fax	⊖	Broken
0598	brown, metal 5-drawer file cabinet	⊖	fair/old, no key

PURCHASING USE ONLY	DATE
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WHITE (AUDITOR) YELLOW (TO DEPT)
PINK (FROM DEPT) GOLD (PURCHASING)

**County of El Dorado
Property Transfer Request**

Surplus **Inter-Department Transfer**

Transfer from index code:		Transfer to index code:	
Department: Health and Human Services - CS		Department:	
Approved (Dept Head) <i>Jill Rubin</i>	Date <i>7-11-2012</i>	Approved (Dept Head)	Date

Specific location (address): PHF

Where in facility? Basement

First contact person: Jill Rubin Phone: 642-7303

Second contact person: Becky Stiles Phone: 642-4888

Cty Tag #	Description	Serial/VIN #	Condition
	Shelving Brackets		good
	Sewing Machine		unknown
	misc. parts to printer stand		good
	Baby traveling scale	WIC#W-008429	poor
	Shelving		fair
	Fan		poor
	camera-Poloroid		obsolete
	electric adding machine		good
	14 chairs		poor
	felt boards		good
7958	desk		poor
	metal typing table		poor
	2 drawer file cabinet		broken
	metal desk		fair
	metal and vinyl top desk		poor
34079	computer		unknown

Routing of PTR Form	N/A or Date	Remarks:
Sent to Auditor/Purchasing		
Posted to Intranet		
Board Approval		
Pick-up by Contractor		
Copy to Auditor		
		Auditor records updated by: _____ Date: _____

Do not separate form. All parts of form are to be submitted as follows: Surplus only - to Purchasing, Inter-Department transfers - to Auditor
When processing is complete, form will be separated and distributed as follows: White-Auditor, Yellow-To Dept., Pink-From Dept., Gold-Purchasing