Nº ____ -- 1517

County of El Dorado
Property Transfer Request

☑ Surplus	☐ Inter-Department Transfer
Transfer from index code: 220210	Transfer to index code:
Department: District Attorney	Department:
Approved (Dept Head) Date 10/17/14	Approved (Dept Head) Date

Specific location (address): 515 Main Street, Placerville

Where in facility? Downstairs in old computer lab

First contact person: Kellie Wangan Phone: (530) 621-6729

Second contact person: Terry Benton Phone: (530) 621-5386

Cty Tag #	Description	Serial/VIN #	Condition
34270	DELL OPTIPLEX GX620 P4	8HWLV81	Old
34257	DELL OPTIPLEX GX620 P4	GGWLV81	Old
34259	DELL OPTIPLEX GX620 P4	DGWLV81	Old
102778	DELL OPTIPLEX 755MT DUAL E2180	B3KMLF1	Old
	NOTE: Terry Benton/IT replaced the above PC's with the PC's		
	listed on Inter-Dept Transfer No. 282		

PURCHASING RECEIVED
14 OCT 23 PM 3:43

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	10/23/14
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:
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., Copy-From Dept., Copy-Purchasing

Nº 30 -- 2991

County of El Dorado
Property Transfer Request

☑ Surplus	☐ Inter-Department Transfer
Transfer from index code: 306500	Transfer to index code:
Department: Transportation	Department:
Approved (Dept Head) Date Steve M. Pedretti 11/6/14	Approved (Dept Head) Date

Specific location (address): 2850 Fairlane Ct., Placerville

Where in facility? Cubicle on 2nd Floor (See Pam)

First contact person: Julianne Melchor Phone: (530) 621-5910

Second contact person: Pam Niebauer Phone: (530) 621-5419

Cty Tag #	Description	Serial/VIN #	Condition
N/A	Miscellaneous Chairs - 2 Leather, 1 Cloth, 3 Plastic	N/A	Broken

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	11/7/14
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:	
Auditor records updated by:	Date:

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Nº 34 -- 3371

County of El Dorado
Property Transfer Request

☑ **Surplus** ☐ **Inter-Department Transfer**

Transfer from index code: Misc.	Transfer to index code:
Department: Development Services	Department:
Approved (Dept Head) Date 11/6/14	Approved (Dept Head) Date

Specific location (address): 2850 Fairlane Ct., Placerville

Where in facility? Basement

First contact person: Julianne Melchor Phone: (530) 621-5910

Second contact person: Pam Niebauer Phone: (530) 621-5419

Cty Tag #	Description	Serial/VIN #	Condition
IC	340000		
32262	DELL OPTIPLEX GX260T P4 S/N	5VGCT21	Poor
IC	341000		
34366	DELL OPTIPLEX GX520 P4 S/N	HHNV391	Poor
346642	DELL OPTIPLEX GX520 P4 S/N	3THPS91	Poor
34646	DELL OPTIPLEX GX520 P4 S/N	CTHPS91	Poor
35231	DELL OPTIPLEX GX520 P D820 S/N	8WG4WB1	Poor
35232	DELL OPTIPLEX GX520 P D820 S/N	DWG4WB1	Poor
35234	DELL OPTIPLEX GX520 P D820 S/N	HWG4WB1	Poor
35235	DELL OPTIPLEX GX520 P D820 S/N	JWG4WB1	Poor
35237	DELL OPTIPLEX GX520 P D820 S/N	4XG4WB1	Poor
IC	343000		
34386	DELL OPTIPLEX GX520 P4 S/N	DHNV391	Poor
34483	DELL OPTIPLEX GX520 P4 S/N	C4PKH91	Poor
34486	DELL OPTIPLEX GX520 P4 S/N	5G7JH91	Poor
IC	345000		
34635	DELL OPTIPLEX GX520 P4 S/N	CSHPS91	Poor
34637	DELL OPTIPLEX GX520 P4 S/N	GSHPS91	Poor
34639	DELL OPTIPLEX GX520 P4 S/N	HSHPS91	Poor

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	11/7/14
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:
Auditor records updated by: Date:

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№ 34 -- 9972

County of El Dorado
Property Transfer Request

☑ **Surplus** ☐ **Inter-Department Transfer**

Transfer from index code: 346000	Transfer to index code:
Department: Development Services	Department:
Approved (Dept Head) Date 11/6/14	Approved (Dept Head) Date

Specific location (address): 2850 Fairlane Ct., Placerville

Where in facility? Basement

First contact person: Julianne Melchor Phone: (530) 621-5910

Second contact person: Pam Niebauer Phone: (530) 621-5419

Cty Tag #	Description	Serial/VIN #	Condition
IC	346000		
34634	DELL OPTIPLEX GX520 P4 S/N	9SHPS91	Poor
34632	DELL OPTIPLEX GX520 P4 S/N	6SHPS91	Poor
34631	DELL OPTIPLEX GX520 P4 S/N	2THPS91	Poor

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	11/7/14
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:	
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
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Nº 30 -- 4294

County of El Dorado
Property Transfer Request

☑ Surplus	☐ Inter-Department Transfer
Transfer from index code: 306100	Transfer to index code:
Department: Transportation	Department:
Approved (Dept Head) Date 11/6/14	Approved (Dept Head) Date

Specific location (address): 2850 Fairlane Ct., Placerville

Where in facility? Storage room under stairs in the basement

First contact person: Julianne Melchor Phone: (530) 621-5910

Second contact person: Pam Niebauer Phone: (530) 621-5419

Cty Tag #	Description	Serial/VIN #	Condition
100357	DELL OPTIPLEX GX620 P4 S/N	HHDQ391	Poor
103410	DELL OPTIPLEX GX520 P4 S/N	CJNV391	Poor

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	11/7/14
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:	
Proceeds from sale to be deposited back into:	
Index Code: 306100 User Code: 28000A	
306500	
Auditor records updated by:	Date:

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Nº 42 -- 3581

County of El Dorado
Property Transfer Request

☑ Surplus	☐ Inter-Department Transfer
Transfer from index code: 421100	Transfer to index code:
Department: Environmental Management	Department:
Approved (Dept Head) Date 11/6/14	Approved (Dept Head) Date

Specific location (address): 2850 Fairlane Ct., Placerville

Where in facility? EM Storeroom in the basement

First contact person: Julianne Melchor Phone: (530) 621-5910

Second contact person: Pam Niebauer Phone: (530) 621-5419

Cty Tag #	Description	Serial/VIN #	Condition
103087	Desk ENCORE DBL PED OAK		Poor
	Credenza		Poor

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	11/7/14
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:
Auditor records updated by: Date:

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Nº ____ -- 8030

County of El Dorado
Property Transfer Request

☑ Surplus	☐ Inter-Department Transfer
Transfer from index code: 04-0000	Transfer to index code:
Department: Treasurer-Tax Collector	Department:
Approved (Dept Head) Date	Approved (Dept Head) Date

Specific location (address): 360 Fair Lane, Placerville, CA 95667

Where in facility? Executive Secretary's Office

First contact person: Barbara Beard Phone: (530) 621-5803

Second contact person: Shari Sumpter Phone: (530) 627-5819

Cty Tag #	Description	Serial/VIN #	Condition
24136	Monroe Trader II with Mortgage-Back Securities	V571030	Like New

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	11/5/14
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:
Auditor records updated by: Date:

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Nº 25 -- 1160

County of El Dorado
Property Transfer Request

☑ Surplus	☐ Inter-Department Transfer
Transfer from index code: 250000	Transfer to index code:
Department: Probation	Department:
Approved (Dept Head) Date 11/7/14	Approved (Dept Head) Date

Specific location (address): 3974 Durock Rd., Ste. 205, Shingle Springs

Where in facility? Hallway by stairwell

First contact person: Jackie Walker Phone: 621-6095

Second contact person: Darci Prall Phone: 621-6076

Cty Tag #	Description	Serial/VIN #	Condition
-0-	Task Chair	-0-	Fair
-0-	3x5 Bookshelf (Partical Board)	-0-	Good
103560	Hp LaserJet Printer	SCNDY825089	Broken
101222	Dell Optiplex 745	F7RR4D1	Old
101238	Dell Optiplex 745	F8RR4D1	Old
101226	Dell Optiplex 745	I8RR4D1	Old
101227	Dell Optiplex 745	28RR4D1	Old
34904	Dell Optiplex GX520	2V7L2B1	Old

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