

**County of El Dorado  
Property Transfer Request**

**Surplus**

**Inter-Department Transfer**

Transfer from index code: 307220

Transfer to index code:

Department: CDA

Department:

Approved (Dept Head)

Date

Approved (Dept Head)

Date

*KS*  
*Steve M. Peduto*      *4/1/14*

Specific location (address): Headington Road

Where in facility? Fleet yard

First contact person: Regina Brown

Phone: 642-4906

Second contact person: Kathy Flessing

Phone: 621-5323

| City Tag # | Description              | Serial/VIN #      | Condition |
|------------|--------------------------|-------------------|-----------|
| 501088     | 2003 Ford Crown Victoria | 2FAHP71W43X174045 | Good      |
| 501093     | 2003 Ford Crown Victoria | 2FAHP71W63X174029 | Good      |
| 501321     | 2008 Ford Crown Victoria | 2FAHP71V28X102887 | Good      |
| 501410     | 2008 Ford Crown Victoria | 2FAHP71V18X165138 | Fair      |
| 501414     | 2008 Ford Crown Victoria | 2FAHP71V38X165142 | Good      |
| 501439     | 2009 Ford Crown Victoria | 2FAHP71V49X140929 | Good      |
| 501441     | 2009 Ford Crown Victoria | 2FAHP71V59X140941 | Good      |
| 501448     | 2009 Ford Crown Victoria | 2FAHP71VX9X140935 | Good      |
| 501450     | 2009 Ford Crown Victoria | 2FAHP71V49X140932 | Good      |
| 501453     | 2009 Ford Crown Victoria | 2FAHP71V79X140942 | Total     |
| 501454     | 2009 Ford Crown Victoria | 2FAHP71V39X140940 | Good      |
| 502071     | 2007 Ford Expedition     | 1FMFU16597LA88476 | Fair      |
| 502385     | 2008 Ford Expedition     | 1FMFU16578LA65117 | Fair      |
| 502563     | 2011 Chevy Tahoe         | 1GNSK4E05BR341354 | Total     |
| 510303     | 2007 Ford Explorer       | 1FMEU73E57UB65308 | Total     |
| 510953     | 2011 Jeep Cherokee       | 1J4FF48S81L628338 | Total     |
| 513125     | 2003 Ford F250           | 1FTNF20L93EC70197 | Good      |
| 514914     | 2001 Ford F150 PU        | 1FTRX18L01NB64036 | Total     |
| ---        | ---                      | ---               | ---       |
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| Routing of PTR Form        | N/A or Date   |
|----------------------------|---------------|
| Sent to Auditor/Purchasing | <i>4/2/14</i> |
| Posted to Intranet         |               |
| Board Approval             |               |
| Pick-up by Contractor      |               |
| Copy to Auditor            |               |

|                                                            |
|------------------------------------------------------------|
| <b>Remarks:</b> Proceeds from sale to be deposited back to |
| Index Code <u>30722.0</u> . User Code 92000A.              |
|                                                            |
|                                                            |
| 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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Property Transfer Request**

**Surplus**

**Inter-Department Transfer**

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Transfer to index code:

Department: CDA

Department:

Approved (Dept Head)

Date

Approved (Dept Head)

Date

*HGO*

*Stan M. Pedowitz*

*4/1/14*

Specific location (address): Headington Road

Where in facility? Fleet yard

First contact person: Regina Brown

Phone: 642-4906

Second contact person: Kathy Flessing

Phone: 621-5323

| Cty Tag # | Description           | Serial/VIN #      | Condition |
|-----------|-----------------------|-------------------|-----------|
| 515106    | 2003 Buick Century    | 2G4WS52J231273680 | Fair      |
| 515108    | 2003 Buick Century    | 2G4WS52J231273307 | Good      |
| 515211    | 2005 Chevrolet Malibu | 1G1ZS52855F303631 | Good      |
| 515296    | 2007 Chevrolet Malibu | 1G1ZS58N77F291482 | Good      |
| 515929    | 2001 Ford Taurus      | 1FAFP52281A274954 | Poor      |
| ---       | ---                   | ---               | ---       |
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|                                                            |
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|                                                            |
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|                                                            |
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**County of El Dorado  
Property Transfer Request**

**Surplus**  **Inter-Department Transfer**

|                                  |                         |
|----------------------------------|-------------------------|
| Transfer from index code: 081000 | Transfer to index code: |
| Department: Human Resources      | Department:             |
| Approved (Dept Head)             | Approved (Dept Head)    |
| Date <b>4/3/14</b>               | Date                    |

Specific location (address): HR Office  
Where in facility?

First contact person: Mitch Applegarth

Phone: (530) 621-5510

Second contact person: Christine Kloczko

Phone: (530) 621-5124

| Cty Tag # | Description      | Serial/VIN #      | Condition |
|-----------|------------------|-------------------|-----------|
| N/A       | Foot rest        | N/A               | Poor      |
| N/A       | Office chair     | N/A               | Poor      |
| 35050     | Desktop Computer | 00045-658-542-228 | Poor      |
| 35051     | Desktop Computer | 00045-658-542-224 | Poor      |
| 35032     | Desktop Computer | 00045-658-542-234 | Poor      |
| 35018     | Desktop Computer | 00045-658-542-258 | Poor      |
| -         | Overhead Cabinet | -                 | Good      |
| 30774     | HP 8150 Printer  | JPBTM35324        | Fair      |
|           | File Cabinet     |                   | Good      |
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| <u>Routing of PTR Form</u> | <u>N/A or Date</u> | <u>Remarks:</u>                               |
| Sent to Auditor/Purchasing |                    |                                               |
| Posted to Intranet         |                    |                                               |
| Board Approval             |                    |                                               |
| Pick-up by Contractor      |                    |                                               |
| Copy to Auditor            |                    |                                               |
|                            |                    | Auditor records updated by: _____ Date: _____ |

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**COUNTY OF EL DORADO  
PROPERTY TRANSFER REQUEST**

SURPLUS       INTERDEPARTMENT      POSTED TO EDCNET \_\_\_\_\_

|                                                              |                                            |
|--------------------------------------------------------------|--------------------------------------------|
| TRANSFER FROM (INDEX CODE)<br><u>601100 - Library</u>        | TRANSFER TO (INDEX CODE)                   |
| DEPARTMENT:<br><u>Library</u>                                | DEPARTMENT:                                |
| APPROVED (DEPT HEAD) <u>Jeanne Ann</u> DATE <u>3/14/2014</u> | APPROVED (DEPT HEAD) _____      DATE _____ |

PURCHASING RECEIVED  
14 MAR 4 PM 3:33

SPECIFIC LOCATION (ADDRESS): 345 Fair Lane Placerville

Where in Facility? Downstairs Hallway by back staff door

FIRST CONTACT PERSON: David Taylor      PHONE: 5951

SECOND CONTACT PERSON: Deborah Raiche      PHONE: 5154

| COUNTY TAG # | DESCRIPTION                                | SERIAL/VIN # | CONDITION |
|--------------|--------------------------------------------|--------------|-----------|
| None         | Cash Register                              |              | Broken    |
| None         | (4) 27" x 47" Tables                       | None         | OK        |
| None         | 29" x 8' Table                             | None         | Broken    |
| 15094        | 5' x 2.5' x 2.5' Desk Return shelving unit | None         | Poor      |
| 13208        | 3 Drawer Filing Cabinet                    | None         | OK        |
| None         | 3' Round Table                             | None         | Good      |
| 13206        | 3 Drawer Filing Cabinet                    | None         | OK        |
| None         | 72" x 37" x 16" Magazine Rack              | None         | Poor      |
| None         | (4) Orange Chairs                          | None         | Gross     |


|                            |                      |
|----------------------------|----------------------|
| PURCHASING USE ONLY        | DATE                 |
| PICKUP BY CENTRAL SERVICES | <u>Rec'd 3/18/14</u> |
| BOARD APPROVAL             |                      |
| PICKUP BY AUCTIONEER       |                      |
| COPY TO AUDITOR            |                      |

|                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------|
| REMARKS: _____                                                                                                            |
| AUDITOR RECORDS UPDATED BY: _____                                                                                         |
| DATE: _____                                                                                                               |
| <b>ALL PARTS OF FORM GO TO PROCUREMENT AND CONTRACTS AT START OF PROCESS. UPON COMPLETION COPIES WILL BE DISTRIBUTED.</b> |
| WHITE (AUDITOR)                      YELLOW (TO DEPT)<br>PINK (FROM DEPT)                      GOLD (PURCHASING)          |







| <b>County of El Dorado</b>                                                                                               |  |                                                           |  |
|--------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------|--|
| <b>Property Transfer Request</b>                                                                                         |  |                                                           |  |
| <input checked="" type="checkbox"/> <b>Surplus</b>                                                                       |  | <input type="checkbox"/> <b>Inter-Department Transfer</b> |  |
| Transfer from index code:                                                                                                |  | Transfer to index code:                                   |  |
| Department: BOS                                                                                                          |  | Department:                                               |  |
| Approved (Dept Head)<br><br>Date 4/2/14 |  | Approved (Dept Head)<br><br>Date                          |  |
| Specific location (address): 360 Fair Lane                                                                               |  |                                                           |  |
| Where in facility? IT Storage Room                                                                                       |  |                                                           |  |
| First contact person: Lenny Voet                                                                                         |  | Phone: (530) 621-5310                                     |  |
| Second contact person:                                                                                                   |  | Phone:                                                    |  |

| Cty Tag # | Description                        | Serial/VIN # | Condition |
|-----------|------------------------------------|--------------|-----------|
| 34377     | DELL OPTIPLEX GX520 P4 S/N GPNV391 | GPNV391      | Useable   |
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|                                                                                                                                                                                           |       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| <b>Remarks:</b> This asset was to be surplusd by PH. It is not usable for HHSA needs. It will be transferred to BOS to use for archived BOS Agenda and meeting information - Lenny 4/1/14 |       |
| Auditor records updated by:                                                                                                                                                               | Date: |

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**Surplus**  **Inter-Department Transfer**

|                                                             |                                       |
|-------------------------------------------------------------|---------------------------------------|
| Transfer from index code: 791100                            | Transfer to index code:               |
| Department: Child Support Services                          | Department:                           |
| Approved (Dept Head) <i>James R. + L</i> Date <i>3/7/14</i> | Approved (Dept Head) _____ Date _____ |

Specific location (address): 3883 Ponderosa Rd. Shingle Springs

Where in facility? Storage Room

First contact person: Tom Meyer Phone: (530) 621-6626

Second contact person: Marcia Patrick Phone: (530) 642-7318

| Cty Tag # | Description                                                      | Serial/VIN # | Condition  |
|-----------|------------------------------------------------------------------|--------------|------------|
| N/A       | 2 HP 95A Laserjet Imaging Drums for 4500, 4550 (Black)           | C4195A       | Never Used |
| N/A       | 2 HP 27X Laserjet Print Cartridges for 4000, 4050 (Black)        | C4127X       | Never Used |
| N/A       | 4 HP 96A Laserjet Print Cartridges for 2100, 2200 (Black)        | C4096A       | Never Used |
| N/A       | 4 HP 98A Laserjet Print Cartridges for 4,4+,4m,4m+,5,5+(Black)   | 92298A       | Never Used |
| N/A       | 4 HP 06A Laserjet Print Cartridges for 5L,6L,3100,3150 (Black)   | C3906A       | Never Used |
| N/A       | 1 HP 1160 Laserjet Print Cartridge for 1160, 1320 (Black)        | Q5949A       | Never Used |
| N/A       | 2 LD Laser Toner - Universal Drums - Lexmark / Dell (Black)      | LD1700       | Never Used |
| N/A       | 2 LD Laser Toner - Universal Toner Cartridges - Lex./Dell(Black) | LD1700       | Never Used |
| N/A       | 1 Lexmark Photoconductor Kit, E230 (Black)                       | 12A8302      | Never Used |
| N/A       | 1 Lexmark Photoconductor Kit, E250 (Black)                       | E250X22G     | Never Used |
| N/A       | 7 HP #26 Printer Cartridges (Black)                              | 51626A       | Never Used |
| N/A       | 9 HP #14 Printer Cartridges (Black)                              | C5011DN      | Never Used |
| N/A       | 6 HP #14 Printer Cartridges (Tricolor)                           | C5010DN      | Never Used |
| N/A       | 40 Plastic Standing File Organizers                              | N/A          | Fair       |
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|-----------------------------|-------|
| <b>Remarks:</b>             |       |
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