

**County of El Dorado
Property Transfer Request**

Surplus

 Trade-In

 Inter-Department Transfer

Transfer from ORG code: 3650500	Transfer to ORG code:
Department: TRANSPORTATION -FLEET	Department:
Approved (Dept Head) <i>Kent Taylor</i>	Approved (Dept Head)
Date <i>10/7/2020</i>	Date

Specific location (address): 2443 HEADINGTON RD PLACERVILLE, CA 95667

Where in facility? FLEET YARD

First contact person: KENT TAYLOR - FLEET SUPERINTENDENT Phone:

Second contact person: REGINA BROWN SERV OPERATIONS COORD Phone:

Cty Tag #	Description	Serial/VIN #	Condition
514429	2009 FORD F-250 4X4 VEH 14-429	1FTSF21R39EB00271	POOR
514999	2001 FORD F-150 4X4 VEH 14-999	1FTRF18L81NB60738	POOR
518142	2003 FORD EXPLORER 4X4 VEH 10-142	1FMZU72K83ZB01446	POOR
505424	2008 GMC VAN AWD VEH 05-424	1GKFFH154981232546	POOR
510964	2014 FORD EXPLORER PPV VEH 10-964	1FM5K8ARXEGB91173	POOR
514637	2012 FORD F-150 4X4 VEH 14-637	1FTEX1EM6CFB57424	POOR
514233	2006 FORD F-250 4X4 VEH 14-233	1FTSF21P56EA28855	POOR
510133	2003 FORD EXPLORER 4X4 VEH 10-133	1FMZU72K03ZB01439	POOR

Routing of PTR Form	N/A or Date	Remarks:
Sent to Auditor/Purchasing	<i>10/8/20</i>	
Posted to Intranet	<i>10/9/20</i>	
Board Approval		
Pick-up by Contractor		
Copy to Auditor		
		Auditor records updated by: Date:

PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS

County of El Dorado Property Transfer Request	
<input checked="" type="checkbox"/> Surplus <input type="checkbox"/> Trade-In <input type="checkbox"/> Inter-Department Transfer	
Transfer from ORG code: 3630300	Transfer to ORG code:
Department: Department of Transportation	Department:
Approved (Dept Head) <i>N. Martinez</i>	Approved (Dept Head)
Date <i>9/25/2020</i>	Date
Specific location (address): 2441 Headington Road	
Where in facility? <u>Equipment shop</u>	
First contact person: Nathan Haynes	Phone: (530) 642-4999
Second contact person: Stephanie Lisius	Phone: (530) 642-4969

Cty Tag #	Description	Serial/VIN #	Condition
200061	SWENSON TRUCK MOUNT MVP210 SANDER	1084-34-B4 31-06	POOR
200312	BAX 250 MACHINE	98BX05	POOR

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	<i>9/28/20</i>
Posted to Intranet	<i>10/9/20</i>
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:	
Auditor records updated by:	Date:

PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS

County of El Dorado Property Transfer Request			
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Trade-In	<input type="checkbox"/> Inter-Department Transfer	
Transfer from ORG code: 3620200		Transfer to ORG code:	
Department: Department of Transportation		Department:	
Approved (Dept Head) <i>R. J. Martinez</i>		Approved (Dept Head)	
Date <i>9/25/2020</i>		Date	
Specific location (address): 2441 Headington Road			
Where in facility? Materials Lab			
First contact person: Manjinder Mahli		Phone: (530) 642-4950	
Second contact person: Stephanie Lisius		Phone: (530) 642-4969	

Cty Tag #	Description	Serial/VIN #	Condition
N/A	Desk Chair with arms	N/A	POOR
N/A	Speedaire Compressor	L062494-00838	Poor/Broken
N/A	Chair (2)	N/A	Poor
N/A	Plastic file trays (5)	N/A	Poor
3087	Metal Desk	N/A	Poor

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
Sent to Auditor/Purchasing	<i>9/28/20</i>	
Posted to Intranet	<i>10/9/20</i>	
Board Approval		
Pick-up by Contractor		
Copy to Auditor		
		Auditor records updated by: _____ Date: _____

PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS

**County of El Dorado
Property Transfer Request**

Surplus **Inter-Department Transfer**

Transfer from index code:		Transfer to index code:	
Department: HHSA-PH		Department:	
Approved (Dept Head)	Date	Approved (Dept Head)	Date
9-15-20			

Specific location (address): 931 Spring Street Lab

Where in facility? Lab

First contact person: Heather Orchard Phone: 621-6155

Second contact person: Amy Higdon Phone: 642-4836

Cty Tag #	Description/Comments	Serial/VIN #	Condition
31538	Steris 16X16X24 CEN GRAV SD ELECT 208	0116202-04	Functional Expired Warranty
31300	Isotemp-Refr/Freezer	na	Functional Expired Warranty

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	9/17/20
Posted to Intranet	10/9/20
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

<u>Remarks:</u>
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

**County of El Dorado
Property Transfer Request**

Surplus **Inter-Department Transfer**

Transfer from index code:	Transfer to index code:
Department: HHSA	Department:
Approved (Dept Head) Date <u>9-3-20</u>	Approved (Dept Head) _____ Date _____

Specific location (address): 3057 Briw Rd

Where in facility? suite B Room 1 or Suite A Patio

First contact person: Sarah Royer Phone: 642-7319

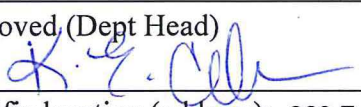
Second contact person: Amy Higdon Phone: 642-4836

Cty Tag #	Description/Comments	Serial/VIN #	Condition
105520	Dell Optiplex 7010	GGRKRW1	Functional Expired Warranty
105592	Dell Optiplex 7010	H2QMRW1	Functional Expired Warranty
105619	Dell Optiplex 7010	H38JRW1	Functional Expired Warranty
105640	Dell Optiplex 7010	6QJYSW1	Functional Expired Warranty
105646	Dell Optiplex 7010	6QJXSW1	Functional Expired Warranty
105711	Fujitsu FI-6130X Scanner	642621	Functional Expired Warranty
105837	Dell Optiplex 7010	71LMDX1	Functional Expired Warranty
106197	Dell Optiplex 7010	1J3MCZ1	Functional Expired Warranty
106277	Dell Optiplex 9020	GOH6GZ1	Functional Expired Warranty
106279	Dell Optiplex 9020	GOH8GZ1	Functional Expired Warranty
106281	Dell Optiplex 9020	GOJ3GZ1	Functional Expired Warranty
106288	Dell Optiplex 9020	GOK3GZ1	Functional Expired Warranty
106338	Dell Optiplex 9020	6LJ9J02	Functional Expired Warranty
106403	Dell Optiplex 9020	GJCYJ02	Functional Expired Warranty
106404	Dell Optiplex 9020	GJD1K02	Functional Expired Warranty
106405	Dell Optiplex 9020	GJC8K02	Functional Expired Warranty
106406	Dell Optiplex 9020	GJC1K02	Functional Expired Warranty
106412	Dell Optiplex 9020	CMRFK02	Functional Expired Warranty
106413	Dell Optiplex 9020	CMRGK02	Functional Expired Warranty
106449	Dell Optiplex 9020	DZBYK02	Functional Expired Warranty

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<u>9/14/20</u>
Posted to Intranet	<u>10/9/20</u>
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:	
	prepare for surplus ticket : K8TF251754
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

County of El Dorado Property Transfer Request			
<input checked="" type="checkbox"/> Surplus		<input type="checkbox"/> Trade-In	
<input type="checkbox"/> Inter-Department Transfer			
Transfer from ORG code: 0400000		Transfer to ORG code:	
Department: Treasurer-Tax Collector		Department:	
Approved (Dept Head)	Date	Approved (Dept Head)	Date
			
Specific location (address): 360 Fair Lane, Placerville			
Where in facility? Gary Perez workstation, IT dept, lower level; TTC work room			
First contact person: Beverly Savage		Phone: 621-5823	
Second contact person: Jennifer Stebbins		Phone: 621-5809	

Cty Tag #	Description	Serial/VIN #	Condition
101707	Dell Optiplex 855 Computer	557HLF1	old
N/A	Canon ImageFormula CR-50 scanner, Model M111101	FRC19741	fair
N/A	Epson TMJ-7100 POS Printer, Model M184A	EQQG005526	fair
N/A	Epson TMJ-7100 POS Printer, Model M184 A	EQQG005265	fair
107232	CPU- Dell Optiplex 3020		old
106089	CPU - Dell Optiplex 7010		old
101747	CPU - Dell Optiplex 755		old
N/A	Monitor - Dell	CN - OPVG RC 74445	fair

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
Sent to Auditor/Purchasing	9/30/20	
Posted to Intranet	10/9/20	
Board Approval		
Pick-up by Contractor		
Copy to Auditor		
		Auditor records updated by: _____ Date: _____

PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS

**County of El Dorado
Property Transfer Request**

Surplus **Trade-In** **Inter-Department Transfer**

Transfer from ORG code: 0400000	Transfer to ORG code:
Department: Treasurer-Tax Collector	Department:
Approved (Dept Head) <i>K. E. Alv</i>	Date
Approved (Dept Head)	Date

Specific location (address): 360 Fair Lane, Placerville

Where in facility? Work Room and lower level storage room

First contact person: Beverly Savage

Phone: 621-5823

Second contact person: Jennifer Stebbins

Phone: 621-5809

Cty Tag #	Description	Serial/VIN #	Condition
N/A	Olive green chair, tall back, no arms		broken
N/A	tax counter closed barriers, wood and plexiglass		fair
N/A	assorted used office supplies		fair
	Monitor	CN-OKU-789-71618	good
	"	CN-OKU-789-743-GBFK	good
	"	CN-OPVGRC-74445-4BJ-ACAM	good
	"	CN-OHMGCV-64186-61M-OUWL	good
	"	CN-ONWXT6-72872-37M-CJ9M	good
	"	CN-OYGP39-72872-3AA-AC6L	good
	"	CN-OUWO42-64180-7BN-3RY5	good
	"	CN-O9PX3G6418067F36HB	good
	"	CN-01KV927426163S0VWL	good
	"	CN-0YGP39723AA	good
	"	CN-0HMGCV6418061M0V1A00	good
	"	CN-0D30737444592LF1AL	good
	"	CN-0GP004727BS2AWU	good
	"	CN OHMGCV6418061M0V0LA00	good
	"	CN 0M39MD7445221DLWVU	good
	"	UB W180540522	good
	"	UB W1803440598	good
	"	UB W180540524	good

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<i>9/30/20</i>
Posted to Intranet	<i>10/9/20</i>
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

<u>Remarks:</u>
Auditor records updated by: _____ Date: _____

PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS

**County of El Dorado
Property Transfer Request**

Surplus **Trade-In** **Inter-Department Transfer**

Transfer from ORG code:		Transfer to ORG code:	
Department: LIBRARY		Department:	
Approved (Dept Head)	Date	Approved (Dept Head)	Date
<i>Cathy Brooks</i>	<i>9/29/2020</i>		
Specific location (address): COUNTY MUSEUM AT 104 PLACERVILLE DRIVE			
Where in facility? INSIDE MUSEUM YARD NEAR VETERAN'S BUILDING UPPER PARKING LOT			
First contact person: MARY CORY		Phone:	
Second contact person:		Phone:	

Cty Tag #	Description	Serial/VIN #	Condition
NONE	HP DESKJET 722C PRINTER		BROKEN
NO NUMBER	HP COLOR LASERJET 2605 PRINTER		BROKEN
NONE	SAMSUNG CLP 680ND LASER PRINTER		BROKEN
NONE	HP DESKJET 870 CXI PRINTER		BROKEN
NONE	HP SCANJET 6200C SCANNER		BROKEN
NONE	UMAX POWERLOCK MAX III SCANNER		BROKEN
NONE	SHARP EL-1197G CALCULATOR		FAIR
NONE	HP 33458A PHOTO PAPER PRINTER ACCESSORY		UNKNOWN
NONE	HAMILTON BEACH MICROWAVE		<i>broken</i>
<i>none</i>	<i>Nix 12" digital frame</i>		<i>broken</i>
<i>none</i>	<i>Royal cash Register</i>		<i>broken</i>
<i>none</i>	<i>Dell Laser printer</i>		<i>in pieces</i>
<i>none</i>	<i>Epson Stylus CX5400 Printer/Scanner</i>		<i>unknown</i>
<i>none</i>	<i>HP Scanjet 6200C scanner</i>		<i>broken</i>
<i>none</i>	<i>HP Scanjet 3300c scanner</i>		<i>broken</i>
<i>none</i>	<i>HP Scanjet FC scanner</i>		<i>unknown</i>
<i>none</i>	<i>HP Photosmart C 6350 All in One</i>		<i>unknown</i>
<i>none</i>	<i>Dell Laser Printer</i>		<i>in pieces</i>

Routing of PTR Form	N/A or Date	Remarks:
Sent to Auditor/Purchasing	<i>10/1/20</i>	
Posted to Intranet	<i>10/9/20</i>	
Board Approval		
Pick-up by Contractor		
Copy to Auditor		
		Auditor records updated by: _____ Date: _____

PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS

**County of El Dorado
Property Transfer Request**

Surplus

Inter-Department Transfer

Transfer from org code: 1040000
Department: Information Technology
Approved (Dept Head) Date 8/17/2020

Transfer to org code:
Department:
Approved (Dept Head) _____ Date _____

Specific location (address): 360 Fair Lane

Where in facility? IT Surplus Shelf

First contact person: Lenny Voet Phone: (530) 621-5310

Second contact person: Josie Gonzalez Phone: (530) 621-7663

Date:

Cty Tag #	Description/Comments	Serial/VIN #	Condition
105394	Dell Optiplex 7010	B6SHPW1	Broken Not Functional

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	10/7/20
Posted to Intranet	10/9/20
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:

No power supply

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