

County of El Dorado Property Transfer Request

County of El Dorado			
Property Transfer Request			
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code:	Transfer to index code:		
Department: Library	Department:		
Approved (Dept Head) 	Date <i>1/14/2014</i>	Approved (Dept Head)	Date

Specific location (address): El Dorado Hills Library 7455 Silva Valley Pky El Dorado Hills

Where in facility? Community Room before 1-27, Bookdrop Room after 1-27

First contact person: David Taylor Phone: 5951

Second contact person: Carolyn Brooks Phone: 3502

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<u>1/14/14</u>
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

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

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
Sent to Auditor/Purchasing	2/5/14	
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

County of El Dorado Property Transfer Request			
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: multi	Transfer to index code:		
Department: CDA-Environmental Management Division	Department:		
Approved (Dept Head) 	Date	Approved (Dept Head)	Date

Specific location (address): Union Mine Landfill

Where in facility?

First contact person: Kathy Elessing

Phone: 621-5323

Second contact person: Bob Brillisour

Phone:

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

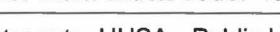
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County of El Dorado Property Transfer Request

<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer
Transfer from index code: 418400	Transfer to index code: SURPLUS
Department: HHS/A/Mental Health Division/PHF	Department:
Approved (Dept Head)  1/17/2014	Date
Approved (Dept Head)	Date
Specific location (address): 935- B Spring Street	
Where in facility? Kitchen	
First contact person: Lynne DeHennis	Phone: 621-6211
Second contact person: Lisa Konyecsni	Phone: 621-6281

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County of El Dorado Property Transfer Request

County of El Dorado Property Transfer Request			
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: 403310	Transfer to index code:		
Department: HHSA - Public Health - EMS Agency	Department:		
Approved (Dept Head) 	Date 11/6/14	Approved (Dept Head)	Date

Specific location (address): ~~2900 Fair Lane Court~~ @ PHF

Where in facility? Below the library in the hall outside of the EMS Agency entrance.

First contact person: Patti Perillo Phone: (530) 621-6509

Second contact person: Pat Lahey Phone: (530) 621-7580

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
Sent to Auditor/Purchasing	1/10/14	
Posted to Intranet		
Board Approval		
Pick-up by Contractor		
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County of El Dorado Property Transfer Request

<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code:	Transfer to index code:		
Department: HHSA - EMS 403310	Department:		
Approved (Dept Head) 	Date 1/22/2014	Approved (Dept Head)	Date
Specific location (address): 935 Spring St		Where in facility? Basement	
First contact person: Jill Rubin		Phone: 621-7303	
Second contact person: Tim Sampson		Phone: 642-7117	

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County of El Dorado Property Transfer Request

Surplus

□ **Inter-Department Transfer**

Transfer from index code: 531160

Transfer to index code:

Department:

Department:

Approved (Dept Head)

Date

Date

Specific location (address): 935 Spring St (Placerville)

Where in facility? Senior Day Care

First contact person: **Miguel Miranda**

Phone: 621-6136

Second contact person:

Phone:

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County of El Dorado
Property Transfer Request

Surplus

Inter-Department Transfer

Transfer from index code: 40111

Transfer to index code:

Department: HHSA

Department:

Approved (Dept Head)

Date

D. C. C.

1/23/2014

Approved (Dept Head)

Date

Specific location (address): 935 Spring St.

Where in facility? PHF basement

First contact person: Jill Rubin

Phone: (530) 642-7303

Second contact person: Mike Yurkovic

Phone: (530) 642-7222

Cty Tag #	Description	Serial/VIN #	Condition
	2-3 rolling file carts		fair
	Pelican type metal protective case for Epson printer		good
	Very tall wooden cabinets		fair
	Podium		fair-poor
	18-22 conference / office chairs		fair-poor
	9 plastic and metal rolling chairs		good
	Small TV		unknown
	Small Scanner		broken
	Overhead cabinet w/light		fair
	Media cart (non-rolling)		good
	Metal 2 door supply cabinet (broken handle)		fair
	Kenmore freezer		unknown
	several boxes of misc. office supplies		broken
	3 boxes VCR tapes and CDs		no value
	Broken desk		no value
	Mini fridge		broken
	small safe - no combination		fair
	Pole lamp		broken
	Old CPR supplies		old
	Chair arms		old
	Orange metal lateral cabinet		old

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 4-0272-A8 of 29

County of El Dorado Property Transfer Request

Surplus

Inter-Department Transfer

Transfer from index code: 531120

Transfer to index code:

Department: Human Services

Department:

Approved (Dept Head)

Date

Approved (Dept Head)

Date

Specific location (address): 937 Spring St, Placerville 95667

Where in facility? computer room

First contact person: Miquel Miranda

Phone: 621-6136

Second contact person:

Phone:

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
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Posted to Intranet	
Board Approval	
Pick-up by Contractor	
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Remarks:

Auditor records updated by:

Date:

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County of El Dorado Property Transfer Request

Surplus

Inter-Department Transfer

Transfer from index code: 531010	Transfer to index code:		
Department: Human Services	Department:		
Approved (Dept Head) 	Date 	Approved (Dept Head)	Date

Specific location (address): 937 Spring St. Placerville 95667

Where in facility? Computer room

First contact person: Miquel Miranda

Phone: 621-6136

Second contact person:

Phone:

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
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County of El Dorado Property Transfer Request

Surplus

Inter-Department Transfer

Transfer from index code: 531010

Transfer to index code:

Department: Human Services

Department:

Approved (Dept Head)

Date

Approved (Dept Head)

Date

Specific location (address): 937 Spring St, Placerville 95667

Where in facility? Computer room

First contact person: Miquel Miranda

Phone: 621-6136

Second contact person:

Phone:

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

Remarks:

arks:
tinyAK 1/21/14

Auditor records updated by:

Date:

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County of El Dorado Property Transfer Request

<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: 401130 No Value	Transfer to index code: SURPLUS NO VALUE		
Department: Health Services (Preparedness)	Department:		
Approved (Dept Head) <i>B-cet</i>	Date	Approved (Dept Head)	Date

Specific location (address): 415 Placerville Drive, Suite J

Where in facility? Suite K designated surplus area

First contact person: Pat Lahey

Phone: (530) 621-7580

Second contact person: Michelle Patterson

Phone: (530) 621-7581

Routing of PTR Form	N/A or Date	Remarks:
Sent to Auditor/Purchasing	1/10/19	
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

Inter-Department Transfer

Transfer from index code: 403310	Transfer to index code:
Department: EMS Agency	Department:
Approved (Dept Head) 	Date

Specific location (address): 415 Placerville Drive, Suite J, Placerville, CA

Where in facility? Conference Room and Conference Room Restroom

First contact person: Patti Perillo **Phone:** 621-6509

Second contact person: Pat Lahey **Phone: 621-7580**

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**County of El Dorado
Property Transfer Request**

Surplus

Inter-Department Transfer

Transfer from index code: 401130

Transfer to index code: Surplus

Department: Health Services

Department:

Approved (Dept Head)

Date

Date

D-cel

Specific location (address): 415 Placerville Drive, Suite J, Placerville, CA

Where in facility? Suite K (Conference Room, Designated Surplus Area)

First contact person: Pat Lahey

Phone: 621-7580

Second contact person: Michelle Patterson

Phone: 621-7581

Cty Tag #	Description	Serial/VIN #	Condition
Green Tag	FinePix Digital Camera	4CB30843	WORKING
nO TAG	HP Scanjet 4070Photosmart scanner	CN4CRAL12G	WORKING
31942	Epson PowerLite 820P LCD Projector	EGQ02X0124C	WORKING
Green Tag	Epson Metal Locking Projector Travel Case	1141	WORKING
14686	Wood 3 shelf bookcase		Good
Green Tag	Wood 3 shelf bookcase		Good
No tag	Calculator Canon P1011-DII	143619	Good
No tag	Metal 3 tier computer stand 4 ft tall		Good
No tag	Podium standing		work small hole
no tag	Black rolling file cabinet		works, dirty
no tag	bulletin board 2'x3'		works
no tag	Wood 5 shelf bookshelf 72" (conf room)		works
no tag	DVD/CD Re-writable Drive Sony DRX-720-UL		works

Routing-of PTR Form	N/A or Date	Remarks:
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County of El Dorado Property Transfer Request

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<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: 510000	Transfer to index code:		
Department: Veteran Affairs	Department:		
Approved (Dept Head)	Date	Approved (Dept Head)	Date
			

Specific location (address): 130 Placerville Drive

Where in facility? Conference Room

First contact person: Patricia Morello

Second contact person: Edward Swanson

Phone: 621-5956

Phone: 621-5892

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
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Posted to Intranet		
Board Approval		
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County of El Dorado Property Transfer Request

County of El Dorado			
Property Transfer Request			
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Surplus	Inter-Department Transfer		
Transfer from index code: 250000	Transfer to index code:		
Department: Probation	Department:		
Approved (Dept Head)	Date	Approved (Dept Head)	Date
10/10/14	10/10/14	10/10/14	10/10/14

Specific location (address): Juvenile Hall, 299 Fair Lane, Placerville, CA 95667

Where in facility? Courtyard A

First contact person: Kelli Hamby

Phone: (530) 621-5606

Second contact person: Nichelle Moreno

Phone: (530) 621-5591

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

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County of El Dorado Property Transfer Request

Surplus

Inter-Department Transfer

Transfer from index code: 070000

Transfer to index code:

Department: County Counsel

Department:

Approved (Dept Head)

Ed Hagg

Date
1-22-14

Approved (Dept Head)

Date

Specific location (address): 330 Fair Lane, Placerville, CA 95667

Where in facility? Conference Room

First contact person: Molly Kotyk

Phone: (530) 621-5781

Second contact person: Annie Lynn

Phone: (530) 621-5770

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
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Board Approval	
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Remarks:

Auditor records updated by:

Date:

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**County of El Dorado
Property Transfer Request**

Surplus

Inter-Department Transfer

Transfer from index code: 070000

Transfer to index code:

Department: COUNTY COUNSEL

Department:

Approved (Dept Head)

COUNSEL
Carl Hagen

Date _____

Approved (Dept Head)

Date _____

Specific location (address): 330 FAIR LANE, PLACERVILLE, CA 95667

Where in facility? CONFERENCE ROOM

First contact person: MOLLY KOTYK

• *imh*

Phone: (530) 621-5781

Second contact person: ANNIE LYNN

Phone: (530) 621-5770

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
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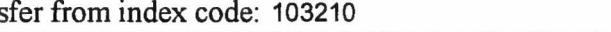
Remarks:

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**County of El Dorado
Property Transfer Request**

County of El Dorado Property Transfer Request			
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: 103210	Transfer to index code:		
Department: Information Technologies	Department:		
Approved (Dept Head) 	Date 1/31/14	Approved (Dept Head)	Date

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

Where in facility? IT Surplus Area

First contact person: Jaime Cone

Phone: (530) 621-7664

Second contact person: Paul Osier

Phone: (530) 621-7600

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County of El Dorado Property Transfer Request

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<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code:	Transfer to index code:		
Department: CDA	Department:		
Approved (Dept Head) <i>Sumbretha A. Ven</i>	Date 1/27/14	Approved (Dept Head)	Date

Specific location (address): 2850 Fairlane Court, Placerville

Where in facility? Main Floor, Bldg C

First contact person: **Kathy Flessing**

Second contact person: Julie Saylor

Phone: 621-5323

Phone: 621-5324

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<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code:	Transfer to index code:		
Department: CDA - Environmental Management	Department:		
Approved (Dept Head) 	Date 1/24/13	Approved (Dept Head)	Date

Specific location (address): Building C, 2850 Fairlane Court

Where in facility? 2nd floor, left

First contact person: Kathy Flessing

Phone: 621-5323

Second contact person: Todd Lenkin

Phone: 621-6623

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County of El Dorado Property Transfer Request

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<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: 28000	Transfer to index code:		
Department: CAO	Department:		
Approved (Dept Head) <i>[Signature]</i>	Date <i>[Signature]</i>	Approved (Dept Head)	Date

Specific location (address): 2850 Fairlane Court Placerville, CA 95667

Where in facility? **CDA**

First contact person: Consie Mote Phone: 5516
Second contact person: Mike Mayfield, IT Phone: 743)

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
Sent to Auditor/Purchasing	1/15/14	This was being used by Gary Hansen and has been replaced.
Posted to Intranet		
Board Approval		
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**County of El Dorado
Property Transfer Request**

Surplus

Inter-Department Transfer

Transfer from index code:

Transfer to index code:

Department: CDA

Department:

Approved (Dept Head)

Date

Kimberly A. Ken

2/4/14

Approved (Dept Head)

Date

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

Where in facility? Basement

First contact person: Kathy Flessing

Phone: 621-5323

Second contact person: Julianne Melchor

Phone: 621-5910

Cty Tag #	Description	Serial/VIN #	Condition
<i>None</i>	Vertical files cabinets		Fair
	Several boxes Transparency Film		Good to Fair
	Wooden mail sorter/bookcase, 60" tall (storeroom)		Fair/ Good
	2 footrests (one missing a part) (storeroom)		Fair
	Plastic desk drawer organizer (storeroom)		Poor
	Metal desktop file organizer/ & N box (storeroom)		Good
	Small plastic letter file, smoke (storeroom)		Fair
	Multiple Keyboard trays and mounting hardware		Fair to Poor
	3' x 4' Bulletin Board (storeroom)		Fair
	1500-watt Radiant Heater in box (storeroom)		Unknown
	Cell phones and accessories		Fair to Poor
	Unication pager		Poor
	Cortelco telephone		Unknown
	Victor 1230-3 Calculator		Poor
	3 sets Xerox rollers, part #108R149		Never used
	20 stacking metal chairs, orange		Fair
	5 stacking chair holders with wheels		Good
	3 Wooden Cubicle Partitions		Fair
	1 overhead projector w/ rolling stand		Unknown
	2 Half-sheet brochure holders		Fair
	Partial box onion skin typewriter paper		Fair

Routing of PTR Form	N/A or Date
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Remarks:	
Auditor records updated by:	Date:

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County of El Dorado Property Transfer Request

County of El Dorado Property Transfer Request			
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: <u>421100</u>	Transfer to index code:		
Department: <u>CD-Environmental Mgmt.</u>	Department:		
Approved (Dept Head) <u>Kimberly A Ken</u>	Date <u>2/4/14</u>	Approved (Dept Head)	Date

Specific location (address): Bldg C, 2850 Fairlane Drive, Placerville

Where in facility? 2nd floor, surplus cubicle

First contact person: Kathy Flessing

Second contact person: Julianne Melchor

Phone: 621-5323

Phone: 621-5910

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	2/5/14
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

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

**County of El Dorado
Property Transfer Request**

<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: 306200	Transfer to index code:		
Department: CDA - Transportation (Maintenance)	Department:		
Approved (Dept Head) <i>Kimberly Aken</i>	Date <i>2/4/14</i>	Approved (Dept Head)	Date
Specific location (address): 2441 Headington Rd., Placerville			
Where in facility? Headington Yard			
First contact person: Kathy Flessing		Phone: 621-5323	
Second contact person: Julianne Melchor		Phone: 621-5910	

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<u>2/5/14</u>
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County of El Dorado Property Transfer Request

County of El Dorado Property Transfer Request			
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: multi	Transfer to index code:		
Department: CDA	Department:		
Approved (Dept Head) <i>Kimberly A. Ken</i>	Date <i>2/4/14</i>	Approved (Dept Head)	Date
Specific location (address): 2850 Fairlane Ct., Placerville			
Where in facility? Basement			
First contact person: Kathy Flessing		Phone: 621-5323	
Second contact person: Julianne Melchor		Phone: 621-5910	

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<u>2/5/14</u>
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

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County of El Dorado Property Transfer Request

County of El Dorado Property Transfer Request			
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: Multi	Transfer to index code:		
Department: CDA	Department:		
Approved (Dept Head) 	Date 2/4/14	Approved (Dept Head)	Date

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

Where in facility? Basement storage room under stairs

First contact person: Julianne Melchor

Phone: 621-5910

Second contact person: Larry Kinnings

Phone: 621-5359

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
Sent to Auditor/Purchasing	2/5/14	
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
14-0272 A 27 of 29

County of El Dorado Property Transfer Request

County of El Dorado			
Property Transfer Request			
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: Multi	Transfer to index code:		
Department: CDA - Development Services	Department:		
Approved (Dept Head) <i>Kimberly of Kew</i>	Date 2/4/14	Approved (Dept Head)	Date

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

Where in facility? Basement storage room under stairs

First contact person: Julianne Melchor

Phone: 621-5910

Second contact person: Larry Kinnings

Phone: 621-5359

<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: _____

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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County of El Dorado Property Transfer Request

County of El Dorado Property Transfer Request			
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Inter-Department Transfer		
Transfer from index code: <u>220210</u>	Transfer to index code:		
Department: District Attorney	Department:		
Approved (Dept Head) <u>V.W.</u>	Date <u>1/16/14</u>	Approved (Dept Head)	Date

Specific location (address): 1360 Johnson Blvd., Ste. 105, South Lake Tahoe, CA 96150

Where in facility? Old conference room

First contact person: Nancy Anderson

Phone: (530) 621-6484

Second contact person: ~~Kellie Wangan~~

Phone: ~~530) 621-6799~~

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
Sent to Auditor/Purchasing	<u>1/17/14</u>	
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., Copy-From Dept., Copy-Purchasing