

County of El Dorado  
Property Transfer Request

Surplus                       Trade-In                       Inter-Department Transfer

Transfer from index code: 1040000		Transfer to index code:	
Department: Information Technologies		Department:	
Approved (Dept Head) <i>[Signature]</i>	Date <i>5/11/19</i>	Approved (Dept Head)	Date

Specific location (address): 360 Fair Lane Building B Placerville

Where in facility? IT Surplus Area

First contact person: Jaime Cone Phone: (530) 621-7664

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

Cty Tag #	Description	Serial/VIN #	Condition
N/A	(182 ct.) Dell Thin Clients (Including Keyboard & Mouse)	N/A	New in Box

Routing of PTR Form	N/A or Date	Remarks:
Sent to Auditor/Purchasing	<i>5/6/19</i>	<i>To be sold at auction</i>
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



**County of El Dorado  
Property Transfer Request**

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

Transfer from index code: 243111		Transfer to index code:	
Department: Sheriff/Custody		Department:	
Approved (Dept Head) <i>[Signature]</i>	Date <i>4-22-19</i>	Approved (Dept Head)	Date

Specific location (address): 300 Forni Rd

Where in facility? ConEx boxes

First contact person: Ben Miller                      Phone: (530) 621-6013

Second contact person: Paul Godman                      Phone: (530) 621-5357

Cty Tag #	Description	Serial/VIN #	Condition
N/A #1	GRAY CHEST OF DRAWERS	N/A	GOOD
N/A #2	BLACK STORAGE CABINET	N/A	GOOD
15987 #3	TAN STORAGE CABINET	N/A	FAIR
N/A #4	WOODEN DESK	N/A	FAIR
N/A #5	THREE FILE CABINETS	N/A	FAIR
N/A #6	SHELFING UNIT	N/A	GOOD
25282 #7	FILE CABINET	N/A	POOR
25283 #7	FILE CABINET	N/A	POOR
25284 #7	FILE CABINET	N/A	POOR
N/A #8	FILE CABINET, FOUR DRAWER	N/A	FAIR
N/A #9	STEAM TABLE	N/A	POOR
<div style="position: relative; width: 100%; height: 100%;"> <span style="font-size: 2em; font-family: cursive;">AJ</span> <span style="font-size: 1.5em; font-family: cursive;">Eswick</span> <span style="font-size: 1.2em; font-family: cursive;">M7 C912</span> <span style="font-size: 1.5em; font-family: cursive;">03/04/2019</span> <span style="font-size: 1.2em; font-family: cursive;">4/17/19</span> </div>			

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<i>4/24/19</i>
Posted to Intranet	
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

<b>County of El Dorado Property Transfer Request</b>			
<input checked="" type="checkbox"/> <b>Surplus</b>		<input type="checkbox"/> <b>Trade-In</b>	
		<input type="checkbox"/> <b>Inter-Department Transfer</b>	
Transfer from index code: I/C 350000 / ORG 3500000		Transfer to index code:	
Department: CDS Admin. and Finance Division		Department:	
Approved (Dept Head) <i>Paula Schwartz</i>	Date <i>5/9/19</i>	Approved (Dept Head)	Date
Specific location (address): Building C - 2850 Fairlane Court, Placerville			
Where in facility? Building C - Second Floor-Cubicle 2W-107, Other Departmental Sites, and Loading Dock.			
First contact person: Lauri Stutts, Administrative Technician		Phone: 621-7593	
Second contact person: Julianne Melchor, Department Analyst <i>JM</i>		Phone: 621-5910	

Cty Tag #	Description	Serial/VIN #	Condition
1) No Tags	Filing Cabinets-Lateral/Vertical, 2,3,4,5-Drawer, etc., Gray/Putty	N/A	Fair to Good
2) No Tags	File Cabinets-Underneath Pedestals, 2,3-drawers, Gray/Putty	N/A	Fair to Good
3) No Tags	Desk/Wall Organizers/Storage, Plastic and Metal	N/A	Fair to Good
4) No Tags	Map/Plan/Product Storage Racks: Wood and Metal	N/A	Fair to Good
5) No Tags	Keyboard Tray(s), Various	N/A	Fair
6) No Tags	Storage Cabinets, Multiple Sizes, with Shelves and/or Drawers	N/A	Fair to Good
7) No Tags	E-Waste (Mouse, Keyboards, Toners, Peripherals, etc.)	N/A	Poor
8) No Tags	Office/Desk Equip.: Staplers, Calculators, Hole-Punches, etc.	N/A	Fair to Good
9) No Tags	Bookcases Multiple - Wooden/Metal, 2,3,4,5,6-Shelf, etc.	N/A	Fair to Good


<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/ <u>Purchasing</u>	<i>5/10/19</i>
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Board Approval	
Pick-up by Contractor	
Copy to Auditor	

<b>Remarks:</b>	
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**

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

Transfer from index code:	Transfer to index code:
Department: Elections	Department:
Approved (Dept Head)  Date	Approved (Dept Head)                      Date

Specific location (address): 2850 Fairlane Ct. Placerville

Where in facility? Basement, Warehouse 1

First contact person: Linda Webster

Phone: 621-7483

Second contact person: Cynthia Morrison

Phone: 621-7481

Cty Tag #	Description	Serial/VIN #	Condition
	Magnavox LCD Screen	BZ5A0745331120	Old
	<del>10 - U.S. Robotics 56K Modems</del>		Good
	Kodak Camera Tri-pod		good
	Cable Management Arm Kit		good
	Server Electrical Wiring/Cables		Non-Opp
	SMC Ethernet Switch	K180700643	Non-Opp
	Cortelco Phone		old
	10 - Computer DVD Drives		old
	Diebold Express Poll Tablet	15G10N347301	old
	Dell Laptop Stand		Fair
	10 - Computer AV cords		Good
	2 Typing Document Stands		Good
	Computer Hard Drive, Power supply		old
	3.5 Disk Drive		old
	Keyboard, cables, mouse		ok
	8 - Aluminum Server Racks		old
	2 - Ballot Spinner		ok
	1 Wooden Shelf w/dividers		old
			ok

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	5/8/19
Posted to Intranet	
Board Approval	
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<u>Remarks:</u>
Auditor records updated by: _____ Date: _____

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**County of El Dorado  
Property Transfer Request**

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

Transfer from index code:	Transfer to index code:
Department: Elections	Department:
Approved (Dept Head) _____ Date _____	Approved (Dept Head) _____ Date _____

Specific location (address): 2850 Fairlane Ct. Placerville

Where in facility? Basement, Warehouse 1

First contact person: Linda Webster

Phone: 621-7483

Second contact person: Cynthia Morrison

Phone: 621-7481

Cty Tag #	Description	Serial/VIN #	Condition
32189	APC Battery Back-Up	QS0304110572	Non-Opp
	Battery Rack	WS0313150204	Non-Opp
	Blackberry Bold Phone		}
	Blackberry Treo Phone		
	35-LG Flip Phones	VX3300	
	Umax Computer Speakers	J781025	Non-Opp
	HP Jet Direct 170X	SG5C30POB8	}
34795	TLP 2844 Label Printer	41A061200384	
	TLP 2844 Label Printer	41A064603468	
	Misc. Computer Wires/Patch Cords		}
	Computer Mouse - Bar code reader		
	2 Pin Note Boards		Fair
	Poll Star Voting Booth		Fair
	TSC Label Printer	T242365132	old
	Tatung Desk Fan/Heater	10800305	unknown
	Boston Electric Pencil Sharpener		Broke
34294	Dell Server	4TZXM81	Non-Opp
32058	Dell Server	GS6MC21	Non-Opp
31525	Dell Server	5416L11	Non-Opp
	2 Dell Laptop Cases		old
30943	Fujitsu Scanner	501249	Broke

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
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Auditor records updated by: _____ Date: _____

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**County of El Dorado  
Property Transfer Request**

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

Transfer from index code: <b>25 0000</b>	Transfer to index code:
Department: <b>Probation</b>	Department:
Approved (Dept Head) <i>(Signature)</i>	Approved (Dept Head)
Date: <b>4.29.19</b>	Date:

Specific location (address): **3974 Durock Rd Ste 205 S Springs 95682**

Where in facility?

First contact person: **Geri Payne**                      Phone: **530.621.6079**

Second contact person:                      Phone:

*Done*

Cty Tag #	Description	Serial/VIN #	Condition
-	(3) Keyboard Trays	-	used
-	Misc Desk parts (overhead door)	-	used
-	cubicle light	-	used
-	Cameras- Analog	-	old/used
-	Keyboard /mouse combo	-	Broken
-	Corner shelf	-	used
-	Dell C2660 dn	898E8485	Broken
-	Foot stool	-	old
-	Round table approx 4'	-	old/good

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	<b>5/1/19</b>
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

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

**County of El Dorado  
Property Transfer Request**

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

Transfer from index code: <u>250000</u>		Transfer to index code:	
Department: <u>Probation</u>		Department:	
Approved (Dept Head) <u>[Signature]</u>	Date <u>4.29.19</u>	Approved (Dept Head)	Date

Specific location (address): 1360 Johnson Blvd #102 South Lake Tahoe  
Where in facility?

First contact person: Diane Holly                      Phone: 530-573-3085  
Second contact person: Rosalind Pousette                      Phone: 530-573-3020

*[Handwritten initials]*

Cty Tag #	Description	Serial/VIN #	Condition
<u>107206</u>	<u>Dell Laser Printer B3460</u>		<u>Broken</u>

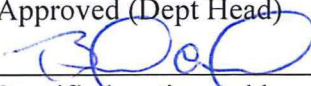
Routing of PTR Form	N/A or Date
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**County of El Dorado  
Property Transfer Request**

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

Transfer from index code:	Transfer to index code:
Department: Elections	Department:
Approved (Dept Head)  Date	Approved (Dept Head)                      Date

Specific location (address): 2850 Fairlane Ct. Placerville

Where in facility? Basement, Warehouse 1

First contact person: Linda Webster

Phone: 621-7483

Second contact person: Cynthia Morrison

Phone: 621-7481

Cty Tag #	Description	Serial/VIN #	Condition
	Rolling Suitcase w/ shoulder straps, 2 boxes		good
	Leg Extensions for Portable Voting Booths, 1 box		good
	Phone Patch Cords for voting system, 2 boxes		good
	Voting Booth Magnifying Lens, 1 box		good
	Tablet Protective Case		good
	Tablet Dock/stand		good
	Tablet Keyboard		good
	NetGear Ethernet Switch		good
	7 Computer Graphic Cards		good
	16 Computer power supplies		good
34853	Palm Scanner		good
34854	" "		good
34855	" "		good
34856	" "		good
	4palm power supply		good
	4 palm charging docks		good
	4 palm cases		good
	2 Diebold touchscreen battery packs		good
	3 head phones		good
	2 touchscreen keypads		good

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Sent to Auditor/Purchasing	05/07/2019
Posted to Intranet	
Board Approval	
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<u>Remarks:</u>
Auditor records updated by: _____ Date: _____

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<b>County of El Dorado Property Transfer Request</b>			
<input checked="" type="checkbox"/> <b>Surplus</b>	<input type="checkbox"/> <b>Trade-In</b>	<input type="checkbox"/> <b>Inter-Department Transfer</b>	
Transfer from index code: 0620200		Transfer to index code:	
Department: CAO, Parks		Department:	
Approved (Dept Head)	Date	Approved (Dept Head)	Date
<i>[Signature]</i>		<i>4/23/19</i>	
Specific location (address): 200 Armory Dr., Placerville CA 95667			
Where in facility? Noah's Desk			
First contact person: Chelsea Edman		Phone: (530) 621-6060	
Second contact person: Noah Triplett		Phone: (530) 621-6049	

Cty Tag #	Description	Serial/VIN #	Condition
26783	Panasonic Camcorder VHSC PV-d407	A7WA16606	Good

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**County of El Dorado  
Property Transfer Request**

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

Transfer from index code: 000001                      Transfer to index code:

Department: BOS                      Department:

Approved (Dept Head)	Date	Approved (Dept Head)	Date
	5/2/19		

Specific location (address): Board of Supervisors office

Where in facility? Back hallways, closed session room

First contact person: Kyra Scharffenberg                      Phone: 621-6687

Second contact person: Jim Mitrinin                      Phone: 621-5390


Cty Tag #	Description	Serial/VIN #	Condition
None	2 4 Drawer File Cabinets	None	Fair
None	1 Large Map Box	None	Not Good
None	1 TV with VHS Player Quasar	None	Old
None	2 A/V Monitors	TP 1320HE	Old
13990	1 2 Drawer Legal Size File Cabinet	None	Fair

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Board Approval	
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**County of El Dorado  
Property Transfer Request**

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

Transfer from index code: 0700000	Transfer to index code:
Department: County Counsel	Department:
Approved (Dept Head).  Date <u>5/7/19</u>	Approved (Dept Head) _____ Date _____

Specific location (address): 380 Fair Lane, Placerville, CA 95667

Where in facility? County Counsel Library

First contact person: Molly Johnston X5781  Phone: (530) 621-5781

Second contact person: Kate Howell X5770 Phone: (530) 621-5770

Cty Tag #	Description	Serial/VIN #	Condition
	Folding Cart		Broken
	(3) Keyboard Trays		Old
	<input checked="" type="checkbox"/> Herman Miller Web Chair		Good
	Herman Miller Web Chair		Broken
	Black Office Chair with Arms		Fair
	Blue Office Chair with Arms		Torn
	Misc Office Supplies		Old

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<u>5/8/19</u>
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

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

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**County of El Dorado  
Property Transfer Request**

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

Transfer from index code:	Transfer to index code:
Department: Sheriff	Department:
Approved (Dept Head)                       Date 4/23/19	Approved (Dept Head)                      Date

Specific location (address): 1323 Broadway

Where in facility? Fleet

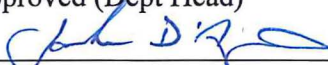
First contact person: Patrick Trevino                      Phone: 621-5609

Second contact person:                      Phone:

Cty Tag #	Description	Serial/VIN #	Condition
	Workmate Camper Shell - w/ double back doors & low roof rack		Fair

<b>Routing of PTR Form</b>	<b>N/A or Date</b>	<b>Remarks:</b>
Sent to Auditor/Purchasing	4/29/19	
Posted to Intranet		
Board Approval		
Pick-up by Contractor		
Copy to Auditor		
		Auditor records updated by:                      Date:

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<b>County of El Dorado Property Transfer Request</b>			
<input checked="" type="checkbox"/> <b>Surplus</b>		<input type="checkbox"/> <b>Trade-In</b>	
		<input type="checkbox"/> <b>Inter-Department Transfer</b>	
Transfer from index code:		Transfer to index code:	
Department: Sheriff - Narcs		Department:	
Approved (Dept Head)	Date	Approved (Dept Head)	Date
	4/10/19		
Specific location (address): 1323 Broadway			
Where in facility?			
First contact person: Patrick Trevino		Phone: 5609	
Second contact person: Sgt. St.Pierre		Phone: 6526	

Cty Tag #	Description	Serial/VIN #	Condition
104707	Cobham st820 gps tracker	BHV3622	Fair
104606	Cobham st820 gps tracker		↓
990542	Cobham st820 gps tracker	BHV3104	
990539	Cobham st820 gps tracker	BHV2515	
102726	Dell Optiplex Computer		
33961	DTC SplitPIX		
33962	DTC BD650		
990436	DTC Mini Mate D Audio Receiver		
990104	DTC Vidi Vest		
	DTC T-2350-B2 Wire		
	DTC T-2350 Body Wire	010541	
	Tactica Technologies Inc T-2300 Body Wire		
	Digital Ally Rear View Mirror Camera	10-876E	
	Digital Ally Rear View Mirror Camera	02F4-204E	
	Big Sky Gun Rack		

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Posted to Intranet	4/19/19
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<b>Remarks:</b>	
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<b>County of El Dorado Property Transfer Request</b>	
<input checked="" type="checkbox"/> <b>Surplus</b> <input type="checkbox"/> <b>Trade-In</b> <input type="checkbox"/> <b>Inter-Department Transfer</b>	
Transfer from index code:	Transfer to index code:
Department: Sheriff - Support Services	Department:
Approved (Dept Head)  Date <u>4/23/19</u>	Approved (Dept Head) _____ Date _____
Specific location (address): <u>1323 Broadway</u>	
Where in facility? _____	
First contact person: Monica Smithcamp	Phone: (530) 621-7529
Second contact person: Patrick Trevino	Phone: (530) 621-5609

Cty Tag #	Description	Serial/VIN #	Condition
1 box	Assorted Holsters - Radio, Taser, Gun		poor
2 box	Assorted Duty Belts & Nylon Gear		poor

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

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<b>County of El Dorado Property Transfer Request</b>			
<input checked="" type="checkbox"/> <b>Surplus</b>		<input type="checkbox"/> <b>Trade-In</b>	
		<input type="checkbox"/> <b>Inter-Department Transfer</b>	
Transfer from index code:		Transfer to index code:	
Department: Sheriff - Narcs		Department:	
Approved (Dept Head) <i>[Signature]</i>		Approved (Dept Head)	
Date <i>4/10/19</i>		Date	
Specific location (address): <i>1323 Broadway</i>			
Where in facility?			
First contact person: Patrick Trevino		Phone: 5609	
Second contact person: Sgt. St.Pierre		Phone: 6526	


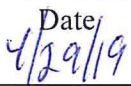
Cty Tag #	Description	Serial/VIN #	Condition
990821	FAV MKII Black Molle Tacvest		<i>Fair</i> 
990822	FAV MKII Black Molle Tacvest		
990823	FAV MKII Black Molle Tacvest		
990824	FAV MKII Black Molle Tacvest		
990825	FAV MKII Black Molle Tacvest		
990826	FAV MKII Black Molle Tacvest		
33903	Dell Computer		
27503	FIC Computer		
990102	DTC T-2300-DW Wire	BC-703	
35852	DTC VMS5000 Video Transmitter	C0608-0127	
102219	Inca Street Fighter Track II	691969B1	
31463	Compaq Laptop Computer		

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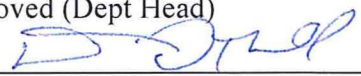


<b>County of El Dorado Property Transfer Request</b>			
<input checked="" type="checkbox"/> <b>Surplus</b>		<input type="checkbox"/> <b>Trade-In</b>	
		<input type="checkbox"/> <b>Inter-Department Transfer</b>	
Transfer from index code: 220110		Transfer to index code:	
Department: District Attorney		Department:	
Approved (Dept Head)		Date	
Specific location (address): 360 Fair Lane Building B Placerville			
Where in facility? IT Surplus Area			
First contact person: Jaime Cone		Phone: (530) 621-7664	
Second contact person: Josie Gonzalez		Phone: (530) 621-7663	

Cty Tag #	Description	Serial/VIN #	Condition
104009	Dell Optiplex 780	FWD4FQ1	Poor
103934	Dell Optiplex 780	2XTMDP1	Poor

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>	
Sent to Auditor/Purchasing	5/16/19		
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Pick-up by Contractor			
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<b>County of El Dorado Property Transfer Request</b>	
<input checked="" type="checkbox"/> <b>Surplus</b>	<input type="checkbox"/> <b>Trade-In</b>
<input type="checkbox"/> <b>Inter-Department Transfer</b>	
Transfer from index code: 103110	Transfer to index code:
Department: Information Technologies	Department:
Approved (Dept Head)  Date 4/26/19	Approved (Dept Head) _____ Date _____
Specific location (address): 360 Fair Lane Building B Placerville	
Where in facility? IT Surplus Area	
First contact person: Jaime Cone	Phone: (530) 621-7664
Second contact person: Josie Gonzalez	Phone: (530) 621-7663

Cty Tag #	Description	Serial/VIN #	Condition
105121	Cisco Nexus 2232TM Fabric Extender	SSI153501FZ	Old
105122	Cisco Nexus 2232TM Fabric Extender	SSI15310J31	Old
105123	Cisco Nexus 2232TM Fabric Extender	SSI153501HZ	Old

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	5/1/19
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

<b>Remarks:</b>	
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

Approved (Dept Head)

Date

*5* *Dull* *Sm* *4-22-19*

Specific location (address): 935 Spring Street

Where in facility? PHF basement

First contact person: Jill Rubin

Phone: 642-7303

Second contact person: Amy Higdon

Phone: 642-4836

Cty Tag #	Description/Comments	Serial/VIN #	Condition
104937	Printer	CNDYB59835	Functional Expired Warranty
n/a	Printer	JPDF210510	Functional Expired Warranty
104941	Printer	CNDYC51442	Functional Expired Warranty

<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	

<u>Remarks:</u> <i>J4C8462193</i> <i>OK to Surplus</i>
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**

**Surplus**

**Inter-Department Transfer**

Transfer from index code:

Transfer to index code:

Department: HHSA

Department:

Approved (Dept Head) *Dull Sr* Date *4-19-19*

Approved (Dept Head) \_\_\_\_\_ Date \_\_\_\_\_

*52*

Specific location (address): 935 Spring Street

Where in facility? PHF basement

First contact person: Jill Rubin

Phone: 642-7303

Second contact person: Amy Higdon

Phone: 642-4836

Cty Tag #	Description/Comments	Serial/VIN #	Condition
N/A	Printer	CNDY802729	Functional Expired Warranty
N/A	Printer	CNDY392639	Functional Expired Warranty
N/A	Printer	CNDY242568	Functional Expired Warranty
104214	Printer	CNDYB45247	Functional Expired Warranty
104215	Printer	CNDYB45253	Broken Not Functional

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	<i>4/24/19</i>
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:
<i>J4C8462193</i>
<i>OK TO Surplus</i>
<i>(Signature)</i>
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**

<input checked="" type="checkbox"/> <b>Surplus</b>		<input type="checkbox"/> <b>Inter-Department Transfer</b>	
Transfer from index code:		Transfer to index code:	
Department: HHSA-PH LAB		Department:	
Approved (Dept Head) <i>[Signature]</i>	Date 5-7-19	Approved (Dept Head)	Date
Specific location (address): 931 Spring St			
Where in facility? Lab			
First contact person: Jill Rubin		Phone: 642-7303	
Second contact person: Amy Higdon		Phone: 642-4836	

Cty Tag #	Description/Comments	Serial/VIN #	Condition
	ALL ITEMS ARE IN AN "AS IS" CONDITION		
	UNKNOWN IF ALL PARTS ARE THERE AND UNKNOWN		
	IF EQUIPMENT IS IN WORKING CONDITION		
	Fisher Scientific Traceable digital thermometer 15-077-8	160921397	unknown
	Fisher Scientific Traceable digital thermometer 15-077-8	61465028	unknown
	Traceable digital Thermometer	no other information on unit	unknown
	Daiger Vortx Genie 2 Model G-560	291737	unknown
	Daiger Vortx Genie 2 Model G-560	2-312448	unknown
	Fischer Scientific Dry bath incubator 11-718-2	501n0051	unknown
	Darfield Quebec Colony Counter-American Optical		unknown
	pH/ISE meter model710A	035397	unknown
	Cole-Parmer Inst Co. Magne-4 model 4820-4	24062	unknown
	Neslab GP200 Waterbath	T96047097	unknown
	Daigger Platen	305N0001	unknown
	Spectroline Model CM-10 Fluorescence Analysis Cabinet	856045	unknown
	task chair		poor
	LABCONO Protector hood and base cabinet		unknown

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	5/10/19
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

<b>Remarks:</b>	
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**

**Surplus**

**Inter-Department Transfer**

Transfer from index code:	Transfer to index code:
Department: HHS-A-PH LAB	Department:
Approved (Dept Head) <i>Jill Rubin</i> Date <i>5-7-19</i>	Approved (Dept Head) Date

*sur*

Specific location (address): 931 Spring St

Where in facility? Lab

First contact person: Jill Rubin Phone: 642-7303

Second contact person: Amy Higdon Phone: 642-4836

Cty Tag #	Description/Comments	Serial/VIN #	Condition
	ALL ITEMS ARE IN AN "AS IS" CONDITION		
	UNKNOWN IF ALL PARTS ARE THERE AND UNKNOWN		
	IF EQUIPMENT IS IN WORKING CONDITION		
	Breathe Easy suits		OLD-expired batteries
	2 rolls of lab film		unused
	2 boxes of wires and cables		old
	several boxes of miscellaneous lab parts and pieces	a lot of plastic	unknown
	pricing gun with labels		unknown
	3 low lab stools with backs		fair
	Several Timers		unknown
	Waring Blender		unknown
	Fischer Scientific ACCU Spin-Micro -75003241	40491623	unknown
	Leadcare analyzer	010024	unknown
	Organon Teknika power supply?	00176/P	unknown
	Bockel Scientific model 133000	0601 00999	unknown
	1 Box-12 well/5mm 30/111 HTC Super cured autoclave slides		unknown
	Ultravue automatic viewer - 35 mm		unknown
	Lathem 1000E date stamp with 2 extra ribbons		unknown
	Acculab model 2001 Electronic digital scale	92501435	unknown
	Fisher Scien. Traceable photo/contact tachometer 05-028-23	51338013	unknown

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<i>5/10/19</i>
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

<b>Remarks:</b>
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**

**Surplus**

**Inter-Department Transfer**

Transfer from index code:

Transfer to index code:

Department: HHSA

Department:

*Jan*

Approved (Dept Head)

Date

*[Signature]*

*4-26-19*

Approved (Dept Head)

Date

Specific location (address): 3047 Briw Road

Where in facility? Jenny Wilsons desk

First contact person: Jill Rubin

Phone: 642-7303

Second contact person: Amy Higdon

Phone: 642-4836

Cty Tag #	Description/Comments	Serial/VIN #	Condition
105041	Apple ipad	DLXGP9WDJHG	Functional Expired Warranty
105036	Apple ipad	D96HRVDFJ1	Functional Expired Warranty

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<i>5/1/19</i>
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

<u>Remarks:</u> Return to funding source:
Golden Sierra Job Training Agency
Factory reset performed on ipads
<i>OK to Surplus</i>
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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