

**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) <i>J. Owen</i> Date <i>12/30/19</i>	Approved (Dept Head) Date

Specific location (address): ~~200 Industrial Drive, Rialtoville~~ *300 Fair Lane*

Where in facility? ~~Personnel hallway~~

First contact person: Patrick Trevino Phone: _____

Second contact person: Monica Smithcamp Phone: _____

Cty Tag #	Description	Serial/VIN #	Condition
12107	5 Drawer metal vertical file cabinet		Old/Worn
15942	5 Drawer metal vertical file cabinet		Old/Worn
11756	5 Drawer metal vertical file cabinet		Old/Worn
	4x - 5 Drawer metal vertical file cabinet		Old/Worn
	Large Cork Board 5'x3'		Good
	Wooden Book Shelf 3'1/2 X 3		Good
	Overhead cubical light		Good
	Small magnetic personnel board		Good

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
Sent to Auditor/Purchasing	<i>1/8/2020</i>	
Posted to Intranet	<i>1/9/2020</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 **Trade-In** **Inter-Department Transfer**

Transfer from index code: 250000

Transfer to index code:

Department: Probation

Department:

Approved (Dept Head)

Date

Approved (Dept Head)

Date

(Signature) *12.31.19*

Specific location (address): 299 Fairlane Placerville, CA 95667 (the old Juvenile Hall)

Where in facility? B pod

First contact person: Laura Dehaan

Phone: (530) 621-6093

Second contact person: Geri Payne

Phone: (530) 621-6079

X

Cty Tag #	Description	Serial/VIN #	Condition
None	5 tier metal shelving unit approx 6' H x 3 1/2' W x 12" D	0	good
None	Tufloc box w/4 locking boxes approx 10" H x 18" W x 18" D	0	good

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
Sent to Auditor/Purchasing		
Posted to Intranet	<i>1/9/2020</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 **Trade-In** **Inter-Department Transfer**

Transfer from index code:		Transfer to index code:	
Department: HHSA		Department:	
Approved (Dept Head)	Date	Approved (Dept Head)	Date
<i>Dull S</i>		<i>12-12-19</i>	

Specific location (address): 935-A Spring St
 Where in facility? The Club
 First contact person: Jill Rubin Phone:
 Second contact person: Miguel Miranda Phone:

Cty Tag #	Description	Serial/VIN #	Condition
30887	Ref/Freezer Delfield 6051		Poor

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<i>12/19/19</i>
Posted to Intranet	<i>1/9/2020</i>
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

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

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 index code: 250000		Transfer to index code:	
Department: Probation		Department:	
Approved (Dept Head) 	Date 11.27.19	Approved (Dept Head)	Date

Specific location (address): 299 Fairlane - Old Juvenile Hall

Where in facility? TBD

First contact person: Geri Payne

Phone: (530) 621-6079

Second contact person: Laura DeHaan

Phone: (530) 621-6093

Cty Tag #	Description	Serial/VIN #	Condition
0	(4) Conference Tables 30" x 60" on wheels	0	Used/Good
0	(4) Rolling Desk Chairs	0	Fair
104952	Dell Optiplex 780	H5L2JQ1	Old
106610	Dell Optiplex 9020	GP578MO2	Old
0	Intoximeters PAS machine (to be destroyed)	0	Old
0	(1) bag of intoximeters mouthpieces (to be recycled)	0	Old
0	3 sided rolling cabinet; open middle; approx. 3' L x 2' W	0	Used

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	12/10/19
Posted to Intranet	1/9/2020
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 index code:	Transfer to index code:
Department: CAO Fiscal on behalf of EMS/PHEP	Department:
Approved (Dept Head) <i>[Signature]</i> Date <i>12/2/19</i>	Approved (Dept Head) Date

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

Where in facility?

oA First contact person: Liz Hess ext 5571 Phone: *>form cell error*
 Second contact person: Hillary Crawford ext 6741 Phone:

Cty Tag #	Description	Serial/VIN #	Condition
	Verizon Kyocera Cell Phone	KYOE6810N	GOOD

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<i>12/2/19</i>
Posted to Intranet	<i>1/9/2020</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**

Surplus

 Trade-In

 Inter-Department Transfer

Transfer from index code: 250000	Transfer to index code:
Department: Probation	Department:
Approved (Dept Head) _____ Date <u>11.27.19</u>	Approved (Dept Head) _____ Date _____

Specific location (address): Old Juvenile Hall 299 Fair Lane (items transferred from SLT field)

Where in facility? Cell

First contact person: Dianne Holly Phone: 573-3085

Second contact person: Rozzie Pousette Phone: 573-3020

Handwritten initials: P, M

Cty Tag #	Description	Serial/VIN #	Condition
0	Laser Jet Pro Color M451nw	CNB0203697	Good
0	Toner Cartridges: (1) Cyan; (1) Yellow; (1) Magenta;(1) Black		New
0	(2) Office Chairs		Broken
	Office Chair		Old
10479	Coat Rack - Steel		Used
	(2) Guest Chairs w/ wooden arms		Poor

Routing of PTR Form	N/A or Date	Remarks:
Sent to Auditor/Purchasing	<u>12/10/19</u>	
Posted to Intranet	<u>1/9/2020</u>	
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 index code: 250000	Transfer to index code:
Department: Probation	Department:
Approved (Dept Head) _____ Date <u>11.27.19</u>	Approved (Dept Head) _____ Date _____

Specific location (address): 1360 Johnson Blvd., Ste. 102, South Lake Tahoe
 Where in facility? Front Office
 First contact person: Dianne Holly Phone: 573-3085
 Second contact person: Rozzie Pousette Phone: 573-3020

2

Cty Tag #	Description	Serial/VIN #	Condition
0	Table 41 1/2" x 41 1/2"		Used
0	Table 24" x 48"		Used

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<u>12/10/19</u>
Posted to Intranet	<u>1/9/2020</u>
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

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

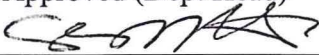

PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS

County of El Dorado Property Transfer Request	
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Trade-In
<input type="checkbox"/> Inter-Department Transfer	
Transfer from index code: 026100	Transfer to index code:
Department: CAO - Procurement & Contracts	Department:
Approved (Dept Head) <i>Aana Schwarz</i> Date <i>12/31/19</i>	Approved (Dept Head) _____ Date _____
Specific location (address): 2850 Fairlane Court / 345 Fair Lane	
Where in facility? Various	
First contact person: Rick Blake	Phone: (530) 621-5873
Second contact person:	Phone:

Cty Tag #	Description	Serial/VIN #	Condition
N/A	Dell 19" Monitor	CN-0DY840-46633-78R-2E8U	Good
N/A	Dell 19" Monitor	CN-0DY840-46633-78R-30EU	Good
N/A	DOT DFX-5000 Matrix Printer (ADPICS PO Printer)	0G20A29484	Good / Old
N/A	DOT LQ-590 Matrix Printer (Backup PO Printer)	FSQY173885	Okay
N/A	Scraples Office Supplies (Binders, Staplers, Trays, etc.)		Obsolete
N/A	Scraples Typewriters (2)		Obsolete
N/A	Scraples Binding Machine & Accessories		Old
N/A	Calculators		Old
N/A	Various HP Toners (05A, 10A, Q2673A, C4127X, CP3525)		Out Dated

Routing of PTR Form	<u>N/A or Date</u>	Remarks: Auditor records updated by: _____ Date: _____
Sent to Auditor/Purchasing	<i>1/3/2020</i>	
Posted to Intranet	<i>1/9/2020</i>	
Board Approval		
Pick-up by Contractor		
Copy to Auditor		

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 index code:		Transfer to index code:	
Department: EMS		Department:	
Approved (Dept Head) 	Date 1/2/20	Approved (Dept Head)	Date
Specific location (address): 2900 Fairlane Court, Placerville			
Where in facility? Cubicle 8 & Cubicle 6			
First contact person: Liz Hess ext.5571 		Phone:	
Second contact person: Michelle Patterson ext.6505		Phone:	

Cty Tag #	Description	Serial/VIN #	Condition
101215	Asure ID Express Printer	A7170558	Good
n/a	Asure ID Express Printer Software	60FKNMO-VAF4C52	Good
n/a	16" Dell Monitor	CN-08JCGH-7445-11V-186U	Good
n/a	15" Dell Monitor	CN-0FP182-71618-766-BE5U	Good
n/a	15" Dell Monitor	CN-0CC299-64180-64Q-289S	Good
n/a	15" Dell Monitor	CN-08P182-71618-75M-AAR6	Good
n/a	15" Dell Monitor	CN-0DC323-71618-64I-ARUY	Good
n/a	15" Dell Monitor	CN-0NWXT6-72872-31N-A20L	Good
n/a	16" Dell Monitor	MX-0C20X1-74262-05B-142S	Good
n/a	16" Dell Monitor	MX-0C20X1-74262-05B-140S	Good
n/a	16" Dell Monitor	CN-0XYF7K-72872-043-3ENS	Good
n/a	Cannon CanoScan 5600F	ABED28686	Fair
n/a	Cannon CanoScan 5600F	ABED28665	Brand New
105147	Xerox Phaser 6700 *located in cubicle 6	AB9772762	Fair

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	1/3/2020
Posted to Intranet	1/9/2020
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**

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

Transfer from index code: 2200000		Transfer to index code:	
Department: District Attorney		Department:	
Approved (Dept Head)	Date	Approved (Dept Head)	Date
	11/14/19		12/18/19

Specific location (address): 360 Fair Lane Placerville
 Where in facility? IT Surplus Area
 First contact person: Josie Gonzalez Phone: (530) 621-7663
 Second contact person: Phone:

Cty Tag #	Description	Serial/VIN #	Condition
105218	Seagate Black Armor NAS Server	2GG11AFN	OBSOLETE

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	12/19/19
Posted to Intranet	1/9/2020
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

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

County of El Dorado Property Transfer Request		
<input checked="checked" type="checkbox"/> Surplus	<input type="checkbox"/> Trade-In	<input type="checkbox"/> Inter-Department Transfer
Transfer from index code:	Transfer to index code:	
Department: CAO Fisal on behalf of EMSA	Department:	
Approved (Dept Head) <i>Senzi</i> Date <i>12/17/19</i>	Approved (Dept Head) Date	
Specific location (address): 330 Fair Lane, Bldg A, Placerville, CA 95667		
Where in facility? Locked cabinet in E. Hess cubicle		
First contact person: Elizabeth Hess x5571	Phone:	
Second contact person: Michelle Patterson x6505	Phone:	

Cty Tag #	Description	Serial/VIN #	Condition
	Verizon Netgear Jetpack Model No. AC791L	4A516BN40602E	GOOD
	Verizon Netgear Jetpack Model No. AC791L	4A516BNS05972	GOOD

Routing of PTR Form	N/A or Date	Remarks:
Sent to Auditor/Purchasing	<i>12/19/19</i>	Both SIM cards have been removed and destroyed for security. EH <i>EL</i> <i>At Rick Blake's advisement I have placed both lithium ion batteries in proper battery disposal boxes. EL</i>
Posted to Intranet	<i>1/9/2020</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	Department:
Approved (Dept Head) Date 12/4/19	Approved (Dept Head) _____ Date _____

Specific location (address): To be moved to 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
104003	Dell 3330DN PRINTER	2HG2KJ1	Broken Not Functional
104694	Dell 2335dn PRINTER	81CH7R2	Broken Not Functional
NONE	HPLJ 4015X PRINTER	JPDF210282	Broken Not Functional
NONE	HPLJ 4015X PRINTER	JPDF207456	Broken Not Functional
104940	HPLJ 4015X PRINTER	CNDYB64297	Broken Not Functional
NONE	SCANNER Fi6130	062746	Broken Not Functional
NONE	SCANNER Fi6130	149407	Broken Not Functional
NONE	SCANNER Fi6130	131657	Broken Not Functional
NONE	SCANNER Fi7160	A36DH59101	Broken Not Functional
NONE	SCANNER Fi6130	149395	Broken Not Functional
NONE	SCANNER Fi6130	131683	Broken Not Functional
NONE	SCANNER Fi6130	131682	Broken Not Functional
NONE	SCANNER Fi6130	062706	Broken Not Functional
NONE	SCANNER Fi6130	149350	Broken Not Functional
103600	SCANNER Fi6130	unknown	Broken Not Functional
105715	SCANNER Fi6130	642736	Broken Not Functional
103597	SCANNER Fi6130	unknown	Broken Not Functional
107714	SCANNER Fi7160	A36D206052	Broken Not Functional
	MANY MONITOR STANDS		Functional Expired Warranty
	HP AND GATEWAY MONITORS		Broken Not Functional
	BOX OF MISCELLANEOUS COMPUTER ACCESSORIES		Broken Not Functional


Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/12/19
Posted to Intranet	1/9/2020
Board Approval	
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Remarks:	<p style="color:red; font-size:1.2em;">OK to Surplus using 11/22/19</p> <p style="font-size:1.5em; font-weight:bold;">JAWH463581</p>
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: 1000000	Transfer to index code:
Department: Information Technologies	Department:
Approved (Dept Head)  Date 12/6/19	Approved (Dept Head) Date

Specific location (address): 360 Fair Lane Placerville

Where in facility? IT Surplus Area

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

Second contact person: Phone:

Cty Tag #	Description	Serial/VIN #	Condition
103574	Cisco Router	FTX142480AT	end of life
104704	Cisco Router	FCZ1252115X	end of life

Routing of PTR Form	N/A or Date	Remarks: Auditor records updated by: Date:
Sent to Auditor/Purchasing	12/12/19	
Posted to Intranet	1/9/2020	
Board Approval		
Pick-up by Contractor		
Copy to Auditor		

**County of El Dorado
Property Transfer Request**

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

Transfer from index code: 1000000	Transfer to index code:
Department: Information Technologies	Department:
Approved (Dept Head) Date 12/6/19	Approved (Dept Head) Date

Specific location (address): 360 Fair Lane

Where in facility? IT Lab

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

Second contact person: Phone:

Cty Tag #	Description	Serial/VIN #	Condition
108765	HP Mobile Thin Client*	5CG71517ZS	NON OP
108769	HP Mobile Thin Client*	5CG715279H	NON OP
	*Both items were inoperable and have been canibalized for parts		

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
Sent to Auditor/Purchasing	12/12/19	
Posted to Intranet	1/9/2020	
Board Approval		
Pick-up by Contractor		
Copy to Auditor		
Auditor records updated by:		Date:

County of El Dorado
Property Transfer Request

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

Transfer from index code: 1000000		Transfer to index code:	
Department: Information Technologies		Department:	
Approved (Dept Head) <i>[Signature]</i>	Date <i>12/6/19</i>	Approved (Dept Head)	Date

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

Where in facility? IT Surplus Area

First contact person: Josie Gonzalez

Phone: (530) 621-7663

Second contact person:

Phone:

Cty Tag #	Description	Serial/VIN #	Condition
104150	Acer Aspire 1830-3995	LXR1W02002041138582000	old
105054	Dell Latitude	HR9KFDS1	inop

Routing of PTR Form	N/A or Date
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Posted to Intranet	<i>1/9/2020</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**

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

Transfer from index code: 244167 - Homeland Grant	Transfer to index code:
Department: Sheriff's Office	Department:
Approved (Dept Head) <i>[Signature]</i> Date <i>12/6/19</i>	Approved (Dept Head) Date

Specific location (address): 200 Industrial Drive, Placerville

Where in facility? Fiscal Storage

First contact person: Patrick Trevino X5609 Phone:

Second contact person: Phone:

Cty Tag #	Description	Serial/VIN #	Condition
33677	MOTOROLA PR400 Portable Two-Way Radio	422TFG6042	Fair
33683	MOTOROLA PR400 Portable Two-Way Radio	442TFEF252	Fair
33684	MOTOROLA PR400 Portable Two-Way Radio	442TFEF296	Fair
33656	MOTOROLA PR400 Portable Two-Way Radio	442TFEF308	Fair
33657	MOTOROLA PR400 Portable Two-Way Radio	442TFEF313	Fair
33664	MOTOROLA PR400 Portable Two-Way Radio	442TFEF512	Fair
33667	MOTOROLA PR400 Portable Two-Way Radio	442TFEF522	Fair
33669	MOTOROLA PR400 Portable Two-Way Radio	442TFEF524	Fair
33672	MOTOROLA PR400 Portable Two-Way Radio	442TFEF528	Fair
33678	MOTOROLA PR400 Portable Two-Way Radio	442TFG6064	Fair
33679	MOTOROLA PR400 Portable Two-Way Radio	442RFG6121	Fair
33687	MOTOROLA PR400 Portable Two-Way Radio	442TFEF299	Fair
33666	MOTOROLA PR400 Portable Two-Way Radio	442TFEF520	Fair
33671	MOTOROLA PR400 Portable Two-Way Radio	442TFEF527	Fair
33676	MOTOROLA PR400 Portable Two-Way Radio	442TFEF536	Fair
33681	MOTOROLA PR400 Portable Two-Way Radio	442TFG6126	Fair
	8 Batteries		Fair
	8 charging stations		Fair
	19 Shoulder Microphones		Fair

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	<i>12/10/19</i>
Posted to Intranet	<i>1/9/2020</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	
<input checked="" type="checkbox"/> Surplus	<input type="checkbox"/> Trade-In
<input type="checkbox"/> Inter-Department Transfer	
Transfer from index code: 242114	Transfer to index code:
Department: Sheriff - EOD	Department:
Approved (Dept Head) <u><i>J. D.W.</i></u> Date <u><i>12/31/19</i></u>	Approved (Dept Head) _____ Date _____
Specific location (address): 200 Industrial Drive	
Where in facility? _____	
First contact person: Patrick Trevino x5609	Phone: _____
Second contact person: Jared Melton	Phone: _____

Cty Tag #	Description	Serial/VIN #	Condition
24746	Neutrex Disrupter	B210893036	Fair/Obsolete
24747	Neutrex Disrupter	P10892343	Fair/Obsolete
99857	Bomb Suit		Fair/Obsolete
99858	Bomb Helmet		Fair/Obsolete
32692	Industrial 8MM video probe inspection system		Fair/Obsolete

Routing of PTR Form	N/A or Date	Remarks:
Sent to Auditor/Purchasing	<u><i>12/6/19</i></u>	<u><i>To be disposed of by Department.</i></u>
Posted to Intranet	<u><i>1/9/2020</i></u>	
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 index code: 250000	Transfer to index code:
Department: Probation	Department: Sheriff (Radio Shop)
Approved (Dept Head) <i>[Signature]</i>	Approved (Dept Head)
Date 11.27.19	Date

Specific location (address): 3974 Durock Rd. Ste 205 Shingle Springs, CA 95682

Where in facility? Geri's Cubicle

First contact person: Geri Payne Phone: (530) 621-6079

Second contact person: Laura DeHaan Phone: (530) 621-6093

Cty Tag #	Description	Serial/VIN #	Condition
0	Motorola	019TPC4030	Used

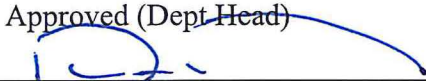
<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	12/10/19
Posted to Intranet	1/9/2020
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

<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 index code: 250000	Transfer to index code:
Department: Probation	Department:
Approved (Dept Head)  Date 1.2.20	Approved (Dept Head) Date

Specific location (address): 299 Fairlane Placerville, CA 95682

Where in facility? Cell

First contact person: Geri Payne Phone: (530) 621-6079

Second contact person: Laura DeHaan Phone: (530) 621-6093




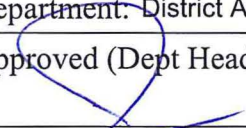
Cty Tag #	Description	Serial/VIN #	Condition
32516	Dell (Fujitsu) Scanner FI-4750C	600165	OLD

<u>Routing of PTR Form</u>	<u>N/A or Date</u>	<u>Remarks:</u>
Sent to Auditor/Purchasing		
Posted to Intranet	1/9/2020	
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 index code: 1000000	Transfer to index code: 2200000
Department: Information Technologies	Department: District Attorney
Approved (Dept Head)  Date 12/6/19	Approved (Dept Head)  Date 11/14/19

Specific location (address): District Attorney offices

Where in facility?

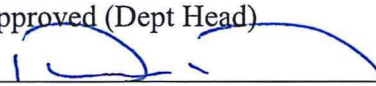
First contact person: Josie Gonzalez Phone: (530) 621-7663

Second contact person: Phone:

Cty Tag #	Description	Serial/VIN #	Condition
105070	Dell Latitude E6420	HCFD51	GOOD

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	12/12/19
Posted to Intranet	1/9/2020
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:	
Auditor records updated by:	Date:

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 index code: 250000		Transfer to index code:	
Department: Probation		Department:	
Approved (Dept Head) 	Date <u>12.31.19</u>	Approved (Dept Head)	Date
Specific location (address): 3974 Durock Rd., Ste 205 Shingle Springs, CA 95682			
Where in facility? Geri's Cube			
First contact person: Laura DeHaan		Phone: (530) 621-6093	
Second contact person: Geri Payne		Phone: (530) 621-6079	

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Cty Tag #	Description	Serial/VIN #	Condition
0	ABA	10078411 / 10078410	Donate/Bx 6
0	ABA	10228497 / 10228498	Donate/Bx 6
991195	2nd Chance	20199865 / 20199866	Donate/Bx 7
991193	2nd Chance	20199861 / 20199862	Donate/Bx 7

Routing of PTR Form	N/A or Date	Remarks:
Sent to Auditor/Purchasing		
Posted to Intranet	<u>1/9/2020</u>	
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: 261000	Transfer to index code:
Department: Agriculture, Weights & Measures	Department:
Approved (Dept Head) <i>Charlie Carr</i>	Approved (Dept Head)
Date <i>12/4/19</i>	Date

Specific location (address): 311 Fair Lane Placerville CA 95667

Where in facility? Downstairs

First contact person: Myrna Tow Phone: (530) 621-6647

Second contact person: Charlene Carveth Phone: (530) 621-5524

Cty Tag #	Description	Serial/VIN #	Condition
33190	Trimble Recon GPS (Pocket PC)	N/A	No Software
33885	Trimble Recon GPS (Pocket PC)	N/A	No Software
33886	Trimble Recon GPS (Pocket PC)	FS54834706	No Software
32059	Trimble GeoExplorer CE	4246B15545	Broken
101202	Trimble Geo XH	4721455447	Broken
101203	Trimble Geo XH	4722457413	Broken
101201	Trimble Geo XH	4721454201	Broken
31505	Trimble GeoExplorer 3	0440114293	Broken
N/A	Trimble Antenna Back pack	49654	Old
N/A	Trimble Antenna Back pack	49930	Old
N/A	4 Battery Charging station	0500012275	old
N/A	4 Battery Charging station	0500012525	old
N/A	4 Battery Charging station	0400011055	old

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	<i>12/6/19</i>
Posted to Intranet	<i>1/9/2020</i>
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., Pink-From Dept., Gold-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 index code: 3100000		Transfer to index code:	
Department: Agriculture, Weights & Measures		Department:	
Approved (Dept Head) <i>Charles Carveth</i>		Approved (Dept Head)	
Date 11/26/19		Date	
Specific location (address): 311 Fair Lane Placerville CA 95667			
Where in facility? DOWNSTAIRS			
First contact person: MYRNA TOW		Phone: 621-6647	
Second contact person: CHARLENE CARVETH		Phone: 621-5522	

Cty Tag #	Description	Serial/VIN #	Condition
31439	DELL LATITUDE C810 P3	S/N 2070G11	OLD
N/A	DELL INSPIRON 1150	07898349890344	VERY OLD
40522	DESK TOP PROJECTOR 2910	134209	OLD
25541	AIS PATHFINDER SCANNER UTRA	95040338	OLD
N/A	SYSTEMS FURNITURE 2 WALLS		OLD
N/A	11 CHAIRS		POOR
33815	HP LASERJET 8150	JPDLRG61865	BROKEN
35085	Dell Monitor	CN-OW54WR-74445-31M-434L	OLD
N/A	Dell Monitor	CN-ORNMH6-74445-0BR-85JL	OLD
N/A	Dell Monitor	CN-OCC352-64180-648-IVXS	OLD
N/A	Dell Monitor	CN-OPF48H-64180-I9E-1DUL	OLD
N/A	Dell Monitor	CN-OPF48H-64180-I9E-1P64	OLD
N/A	Dell Monitor	CN-OKG49T-74261-388-OD3U	OLD
N/A	Receipt machine w/batteries (5)	95040338	OLD
N/A	Trimble Antenna	0220335808	OLD
N/A	Trimble Antenna	0220362857	OLD
N/A	Trimble Antenna	0220382896	OLD

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/6/19
Posted to Intranet	1/9/2020
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 index code: 3100000		Transfer to index code:	
Department: Agriculture, Weights & Measures		Department:	
Approved (Dept Head) <i>Charlene Carveth</i>	Date <i>12/4/19</i>	Approved (Dept Head)	Date
Specific location (address): 311 Fair Lane Placerville CA 95667			
Where in facility? Back lot			
First contact person: Myrna Tow		Phone: (530) 621-6647	
Second contact person: Charlene Carveth		Phone: (530) 621-5522	

Cty Tag #	Description	Serial/VIN #	Condition
2095?	Tank Trailer DMV White Slip (not pink) CA Lic 185399	129383	Beyond Bad
	Purchased in 1977 Specialized Vehicle		

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	
Posted to Intranet	<i>1/9/2020</i>
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:	
Auditor records updated by:	Date:

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 index code: 3650500		Transfer to index code:	
Department: Department of Transportation - Fleet		Department:	
Approved (Dept Head) <i>JM</i> <i>J. Martinez</i>		Approved (Dept Head)	
Date <i>12/6/19</i>		Date	
Specific location (address): 2441 Headington Road, Placerville, CA 95667			
Where in facility? DOT Fleet Yard			
First contact person: Kent Taylor, Equipment Superintendent		Phone: (530) 642-4900	
Second contact person: <i>L</i> Lauri Stutts, CAO's Office		Phone: (530) 621-7593	


Cty Tag #	Description	Serial/VIN #	Condition
1) 515097	2007 Chevrolet Malibu, 2WD, Fuel-Gas	1G1ZS58N47F291410	Totaled

Routing of PTR Form	N/A or Date	Remarks: Proceeds/Deposit to ORG 3650500, OJB 2000
Sent to Auditor/Purchasing	<i>12/9/19</i>	<i>To be (FAMIS: I/C 307220, U/C 92000A) Picked up by other parties insurance Company after compensation is received.</i>
Posted to Intranet	<i>1/9/2020</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 **Trade-In** **Inter-Department Transfer**

Transfer from index code: 250000	Transfer to index code:
Department: Probation	Department:
Approved (Dept Head)  Date 12.31.19	Approved (Dept Head) Date

Specific location (address): 3974 Durock Rd., Ste 205 Shingle Springs, CA 95682

Where in facility? Geri's Cube

First contact person: Laura DeHaan Phone: (530) 621-6093

Second contact person: Geri Payne Phone: (530) 621-6079

M

Cty Tag #	Description	Serial/VIN #	Condition
0	Point Blank	0501249707	Destroy
0	Point Blank	0501148891 / 01148860	Destroy
0	Point Blank	051249712	Destroy
0	Point Blank	170000486541 / 170000486541	Destroy
0	ABA	10228500 / 10228499	Destroy
0	Point Blank	0300675278 / 0300675393	Destroy
0	Point Blank	0601402121 / 0610140210	Destroy
0	ABA	081083__ / illegible	Destroy
0	ABA	10059815 / 10059816	Destroy
0	2nd Chance	12015159 / 12015159	Destroy
0	ABA	Illegible / 09045288	Destroy
0	ABA	08042582 / illegible	Destroy
0	ABA	Illegible / illegible	Destroy

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	
Posted to Intranet	1/9/2020
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks: Body Armor will be destroyed by a reputable company
Auditor records updated by: Date:

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

NON-CONTRACT ROUTING SHEET see attached memo

Date Prepared: 12/9/19

Need Date: 1/10/20

PROCESSING DEPARTMENT:

Department: Probation
Dept. Contact: Jackie Cook
Phone: x5588
Department
Head Signature: [Signature]

CONTRACTOR:

Name: Fiber Brokers International, LLC
Address: 289 Cooper Ave
Phone: Brent AL 35034
Org Code: 2500000

CONTRACTING DEPARTMENT: Probation

Service Requested: Destruction and recycling of used body armor
Contract Term: N/A Contract Value: -0-

COUNTY COUNSEL: (must approve all contracts and MOU's)

Approved: X Disapproved: _____ Date: 12/13/19 By: [Signature]
Approved: _____ Disapproved: _____ Date: _____ By: _____

COUNSEL -- PLEASE FORWARD TO HR/RISK MANAGEMENT -- THANKS!

HR APPROVAL:

Compliance with Human Resources requirements? Yes: ✓ No: _____
Compliance verified by: [Signature] 12/17/19

RISK MANAGEMENT APPROVAL: (all contracts & MOU's except boilerplate grant funding contracts)

Approved: ✓ Disapproved: _____ Date: 16 Dec 2019 By: [Signature]
Approved: _____ Disapproved: _____ Date: _____ By: _____

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract).

Departments: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____