

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

PURCHASING RECEIVED
11 MAR 17 AM 11:59

<input checked="" type="checkbox"/> SURPLUS <input type="checkbox"/> INTERDEPARTMENT POSTED TO EDCNET _____	
TRANSFER FROM (INDEX CODE) <u>241310 / 241110</u>	TRANSFER TO (INDEX CODE)
DEPARTMENT: <u>Sheriff Records</u>	DEPARTMENT: <u>Surplus</u>
APPROVED (DEPT HEAD) DATE <u>[Signature]</u> <u>2-22-11</u>	APPROVED (DEPT HEAD) DATE

SPECIFIC LOCATION (ADDRESS): 300 Fair Lane

Where in Facility? Records

FIRST CONTACT PERSON: Sybil Burris PHONE: 621-5877

SECOND CONTACT PERSON: Danette Helwig PHONE: 530-621-5705

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
	Wooden mail shelf		Good
③	Grey metal storage shelves	11	Good
	11	11	Good
	11	11	Good
	① Blue storage shelves		Good

PURCHASING USE ONLY	DATE
PICKUP BY CENTRAL SERVICES	
BOARD APPROVAL	
PICKUP BY AUCTIONEER	
COPY TO AUDITOR	

REMARKS: _____

AUDITOR RECORDS UPDATED BY: _____

DATE: _____

ALL PARTS OF FORM GO TO PROCUREMENT AND CONTRACTS AT START OF PROCESS. UPON COMPLETION COPIES WILL BE DISTRIBUTED.

WHITE (AUDITOR) YELLOW (TO DEPT)
 PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS

INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE)

TRANSFER TO (INDEX CODE)

DEPARTMENT:

DHS

DEPARTMENT:

APPROVED (DEPT HEAD)

DATE

Handwritten signature

3-25-2011

APPROVED (DEPT HEAD)

PURCHASING RECEIVED
11 MAR 30 AM 11:35

SPECIFIC LOCATION (ADDRESS): 3057 Brown Rd A

Where in Facility? Patio

FIRST CONTACT PERSON: Jill Rubin PHONE: 7303

SECOND CONTACT PERSON: Becky Stiles PHONE: 9888

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
-	HP 4250N printer	CNGXC55370 ⁶⁵⁴⁴⁴	Broken
-	"	CNGXF94613 ⁶⁵⁵⁹⁴	Broken
-	"	CNGXF94618 ⁶⁵⁵⁹²	Broken
(Breakroom)	Microwave		Broken
	Trip light smart 1500 LCD	SN 9544BY05MS66700487	Broken
"	"	9544BY05MS66700494	Broken
-	APC RS1000	JR0320027644 (CS 5038)	Broken
-	APC Smart UPS SC1500	380648 X72832	Broken

PURCHASING USE ONLY		DATE
PICKUP BY CENTRAL SERVICES		
BOARD APPROVAL		
PICKUP BY AUCTIONEER		
COPY TO AUDITOR		

REMARKS: _____

AUDITOR RECORDS UPDATED BY: _____

DATE: _____

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WHITE (AUDITOR) YELLOW (TO DEPT)

PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS

INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE)

TRANSFER TO (INDEX CODE)

DEPARTMENT:

DHS

DEPARTMENT:

APPROVED (DEPT HEAD)

DATE

David Nelson 3-15-2011

APPROVED (DEPT HEAD)

PURCHASING RECEIVED
1 MAR 18 AM 9:20

SPECIFIC LOCATION (ADDRESS): 3047 Briar Rd A

Where in Facility? Pqto

FIRST CONTACT PERSON: Jill Rubin PHONE: 7303

SECOND CONTACT PERSON: Becky Stiles PHONE: 4888

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
29843	Sagerlaptop		No Hard drive
X	HP fax 1220xi		Broken
→	dell monitor	CN0Y429971618.52X	B394 - Broken
	HP Deskjet 950c	MY03511251	Broken
34864	HP 2800	CNFC63204B	Broken
	Laser jet 4250N	CNGXB66660	Broken
	Deskjet 950c	MY03T18306	Broken
29839	Sagerlaptop	NC28501D00311	Broken

PURCHASING USE ONLY	DATE
PICKUP BY CENTRAL SERVICES	
BOARD APPROVAL	
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DATE: _____

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WHITE (AUDITOR) YELLOW (TO DEPT)
PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**



SURPLUS



INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE)

401111

TRANSFER TO (INDEX CODE)

PURCHASING RECEIVED
11 MAR 23 PM 3:53

DEPARTMENT:

Health Services - Public Health

DEPARTMENT:

APPROVED (DEPT HEAD)

DATE

Adaw 3-21-11

APPROVED (DEPT HEAD)

SPECIFIC LOCATION (ADDRESS):

931 Spring St

Where in Facility?

Room #10

FIRST CONTACT PERSON:

Dagmar Sampson

PHONE:

6156

SECOND CONTACT PERSON:

Kathy Flessey

PHONE:

6216

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
	2 each Keyboard TRAYS		Broken/missing pieces

PURCHASING USE ONLY	DATE
PICKUP BY CENTRAL SERVICES	
BOARD APPROVAL	
PICKUP BY AUCTIONEER	
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DATE: _____

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WHITE (AUDITOR) YELLOW (TO DEPT)

PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS **INTERDEPARTMENT** **POSTED TO EDCNET** _____

TRANSFER FROM (INDEX CODE)	TRANSFER TO (INDEX CODE)	11 MAR 22 AM 8:47	PURCHASING RECEIVED
DEPARTMENT: <i>Health Services</i>	DEPARTMENT:		
APPROVED (DEPT HEAD) <i>[Signature]</i>	DATE <i>3-18-11</i>	APPROVED (DEPT HEAD)	DATE

SPECIFIC LOCATION (ADDRESS): 935 B SPRING

Where in Facility? BASEMENT

FIRST CONTACT PERSON: KATHY FLESSING PHONE: x6216

SECOND CONTACT PERSON: DAGMAR SAMPSON PHONE: x6156

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
	<i>2 Blue Side chair w/arm</i>		<i>FAIR</i>
	<i>3 Brown Metal folding chairs</i>		<i>POOR</i>
	<i>Drafting File accessory</i>		<i>FAIR (in box)</i>
	<i>2 Rose color Side chairs</i>		<i>FAIR</i>
	<i>1 Blue office chair</i>		<i>FAIR</i>
	<i>2 Wood Blue Side chairs</i>		<i>POOR</i>
	<i>1 Blue office chair</i>		<i>POOR</i>
	<i>1 Rug</i>		<i>POOR</i>
	<i>2 Brown Side arm chairs</i>		<i>POOR</i>

PURCHASING USE ONLY	DATE
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BOARD APPROVAL	
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WHITE (AUDITOR) YELLOW (TO DEPT)
 PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS **INTERDEPARTMENT** **POSTED TO EDCNET** _____

TRANSFER FROM (INDEX CODE)	TRANSFER TO (INDEX CODE)
DEPARTMENT: <i>Health Services</i>	DEPARTMENT:
APPROVED (DEPT HEAD) DATE <i>Reda West</i> <i>3-18-11</i>	APPROVED (DEPT HEAD) DATE

PURCHASING RECEIVED
11 MAR 22 AM 8:47

SPECIFIC LOCATION (ADDRESS): *935 B SPRING*

Where in Facility? *BASEMENT*

FIRST CONTACT PERSON: *KATHY FLESSING* PHONE: *X 6216*

SECOND CONTACT PERSON: *DAGMAR SAMPSON* PHONE: *X 6156*

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
	<i>7 chairs BPA no arms</i>		<i>POOR</i>
	<i>Box of plastic Paper Holder/Monitors</i>		<i>POOR</i>
	<i>Wooden typewriter stands</i>		<i>POOR</i>
	<i>2 Blue Side table chairs w/arms</i>		<i>POOR</i>
	<i>Red chairs</i>		
	<i>2 chair arms</i>		<i>POOR</i>

PURCHASING USE ONLY	DATE
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 PINK (FROM DEPT) GOLD (PURCHASING)

**COUNTY OF EL DORADO
PROPERTY TRANSFER REQUEST**

SURPLUS **INTERDEPARTMENT** **POSTED TO EDCNET** _____

TRANSFER FROM (INDEX CODE) HEALTH SERVICES	TRANSFER TO (INDEX CODE)
DEPARTMENT: " "	DEPARTMENT:
APPROVED (DEPT HEAD) <i>Adawof</i> DATE 3-18-11	APPROVED (DEPT HEAD) DATE

11 MAR 22 AM 8:47
PURCHASING RECEIVED

SPECIFIC LOCATION (ADDRESS): **935B Spring St**

Where in Facility? **BASEMENT**

FIRST CONTACT PERSON: **KATHY FLESSING** PHONE: **X 6216**

SECOND CONTACT PERSON: **DAGMAR Sampson** PHONE: **X 6156**

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
	Broken toilet Wall Mount		POOR
	Broken Red OFFICE chair		POOR
	Green office NO arms chair		POOR
	Naugahyde Side chair NO arms		POOR
	Broken Green Side chair		POOR
	Broken Pink office chair		POOR
	Broken Grey office chair		POOR
	Broken Blue office chair		POOR
	Broken grey arm chair		POOR

PURCHASING USE ONLY	DATE
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**COUNTY OF EL DORADO
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TRANSFER FROM (INDEX CODE)	TRANSFER TO (INDEX CODE)
DEPARTMENT: <i>Health Services</i>	DEPARTMENT:
APPROVED (DEPT HEAD) DATE <i>[Signature]</i> <i>3-18-11</i>	APPROVED (DEPT HEAD) DATE

11 MAR 22 AM 8:47
PURCHASING RECEIVED

SPECIFIC LOCATION (ADDRESS): 935 B SPRING

Where in Facility? Basement

FIRST CONTACT PERSON: KATHY FLESSING PHONE: X6216

SECOND CONTACT PERSON: DAGMAR SAMPSON PHONE: X6156

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
NONE	<i>Typewriter</i> IBM Selectric	None	POOR
20501	IBM 3812		POOR

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SURPLUS

INTERDEPARTMENT

POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE)

401111

TRANSFER TO (INDEX CODE)

DEPARTMENT:

Health Services

DEPARTMENT:

PURCHASING RECEIVED
11 MAR 15 PM 3:57

APPROVED (DEPT HEAD)

[Signature]

DATE

3-14-11

APPROVED (DEPT HEAD)

DATE

SPECIFIC LOCATION (ADDRESS):

931 Springs Room # 10

Where in Facility?

Room # 10

FIRST CONTACT PERSON:

Dagmar Sampson

PHONE:

6156

SECOND CONTACT PERSON:

Kathy Fleschy

PHONE:

6216

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
10393	ZEISS Microscope 4304349	4304349	POOR - missing parts

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WHITE (AUDITOR)

YELLOW (TO DEPT)

PINK (FROM DEPT)

GOLD (PURCHASING)

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SURPLUS INTERDEPARTMENT POSTED TO EDCNET _____

TRANSFER FROM (INDEX CODE)	TRANSFER TO (INDEX CODE)	PURCHASING RECEIVED 11 APR - 5 AM 1605
DEPARTMENT: <i>Library</i>	DEPARTMENT:	
APPROVED (DEPT HEAD) <i>Jean Ann</i>	DATE <i>3/29/2011</i>	

SPECIFIC LOCATION (ADDRESS): *1000 Rufus Allen Blvd, South Lake Tahoe*

Where in Facility? _____

FIRST CONTACT PERSON: *Deborah Raiche* PHONE: *5754*

SECOND CONTACT PERSON: *Sally Neitling* PHONE: *3186*

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<i>none</i>	<i>21' long book case - 12" deep - 37" high</i>	<i>sectional -</i>	<i>good - perfect for elementary or preschool classroom</i>
	<i>golden oak - pictures available</i>		

PURCHASING USE ONLY	DATE
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