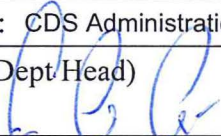




**County of El Dorado
Property Transfer Request**

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

| | |
|---|---------------------------|
| Transfer from index code: I/C 350000 ORG 3500000 | Transfer to index code: |
| Department: CDS Administration & Finance Div. | Department: |
| Approved (Dept Head)  Date 3/11/19 | Approved (Dept Head) Date |

Specific location (address): Building C, 2850 Fairlane Court, Placerville, CA
 Where in facility? Second Floor-Room 2W-107, Computer Storage Room-Basement, and Various Locations
 First contact person:  Lauri Stutts, Administrative Technician Phone: (530) 621-7593
 Second contact person: Julianne Melchor, Department Analyst  Phone: (630) 621-5910

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|--|--------------|-------------|
| 1) | File Cabinets, Lateral/Vertical, 2,3,4,5-Drawer, etc. | | Fair/Good |
| 2) | Storage Cabinets/Credenzas, Wood/Metal, Various Sizes | | Fair/Good |
| 3) | Bookcases - Multiple - Wood/Metal, 2,3,4,5-Shelf, etc. | | Fair/Good |
| 4) | Keyboard Trays, Various | | Fair/Good |
| 5) | Cameras+Accessories: Polaroid, Sony, Canon, Kodak, Minolta | | Unknown |
| 6) | Brunton Clino Master - Clinometer/Heightmeter CM360LA | | Unknown |
| 7) | E-Waste: Electronics, PC Components, Faxes, Modems, etc. | | Poor/Broken |
| 8) | Desk Organizers/Storage/Supplies, Plastic and Metal | | Fair/Good |
| 9) | Office Equipment - Laminating Machine | | Broken |
| 10) | Office Equipment-Variou (Calculators, Staplers, Sharpeners) | | Fair/Good |
| 11) | Office Chairs - Fabric/Plastic/Metal/Wood (Task/Side/Conf. Rm) | | Fair |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| <u>Routing of PTR Form</u> | <u>N/A or Date</u> |
|----------------------------|--------------------|
| Sent to Auditor/Purchasing | 3/12/19 |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

| |
|--|
| Remarks: If proceeds: Deposit to I/C 350000, ORG 3500000. |
| |
| |
| |
| 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: 040000 Transfer to index code:

Department: Treasurer-Tax Collector Department:

Approved (Dept Head) _____ Date 3/7/19 Approved (Dept Head) _____ Date _____

Specific location (address): 360 Fair Lane, Treasurer-Tax Collector's Office

Where in facility? outside Beverly Savage office, RPS room, opposite main printer/copier

First contact person: Beverly Savage Phone: (530) 621-5823

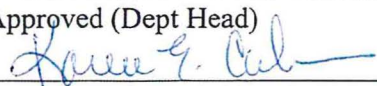
Second contact person: Cami Roberts Phone: (530) 621-5814

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|---|--------------|-----------|
| 5148 | Bookcase w/fixed slots, wooden | | old |
| 5152 | Bookcase w/fixed slots, wooden | | old |
| 0808 | Bookcase w/fixed slots, wooden | | old |
| None | 3-drawer horizontal file (top drawer is shallow, not for files) | | old |
| | Misc office supplies | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| <u>Routing of PTR Form</u> | <u>N/A or Date</u> |
|----------------------------|--------------------|
| Sent to Auditor/Purchasing | 3/12/19 |
| 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

| 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: 040000 | | Transfer to index code: | |
| Department: Treasurer-Tax Collector | | Department: | |
| Approved (Dept Head) | Date | Approved (Dept Head) | Date |
|  | | | |
| Specific location (address): 360 Fair Lane, Treasurer-Tax Collector | | | |
| Where in facility? Outside Beverly Savage's office and in back work room | | | |
| First contact person: Beverly Savage | | Phone: (530) 621-5823 | |
| Second contact person: Cami Roberts | | Phone: (530) 621-5814 | |

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|---------------------------------------|--------------|-----------|
| 14211 | 5-drawer legal vertical file cabinet | N/A | poor |
| 14210 | " " " " " " | " | " |
| 12534 | 4-drawer letter vertical file cabinet | N/A | poor |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| | | | |
|-----------------------------|--------------------|-----------------|--|
| Routing of PTR Form | <u>N/A or Date</u> | Remarks: | |
| Sent to Auditor/Purchasing | <i>2/19/19</i> | | also submitted an Items of No Value Form |
| Posted to Intranet | | | |
| Board Approval | | | |
| Pick-up by Contractor | | | |
| Copy to Auditor | | | |
| Auditor records updated by: | | Date: | |

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

| County of El Dorado Property Transfer Request | | | |
|---|----------------|--|---|
| <input checked="checked" type="checkbox"/> Surplus | | <input type="checkbox"/> Trade-In | <input type="checkbox"/> Inter-Department Transfer |
| Transfer from index code: 102110 | | Transfer to index code: | |
| Department: Information Technologies | | Department: | |
| Approved (Dept Head) | Date 3/6/19 | 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 |
|-----------|------------------------------------|--------------|-----------|
| N/A | Multiple monitors of various sizes | N/A | Old |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| <u>Routing of PTR Form</u> | <u>N/A or Date</u> | <u>Remarks:</u> |
|-----------------------------------|--------------------|-----------------|
| Sent to Auditor/Purchasing | 3/8/19 | |
| 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: 220210 | Transfer to index code: |
| Department: District Attorney | Department: |
| Approved (Dept Head)  Date 2/14/19 | 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: Neil Knoblock

Phone: (530) 621-7620

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|-------------------|--------------|-----------|
| 102014 | Dell Optiplex 755 | BZYXLF1 | Unusable |
| 103578 | Dell Optiplex 780 | 2KHZPM1 | Unusable |
| 103820 | Dell Optiplex 780 | BTZXPM1 | Unusable |
| 104673 | Dell Optiplex 780 | 80HXHS1 | Unusable |
| 104674 | Dell Optiplex 780 | 80LVHS1 | Unusable |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| <u>Routing of PTR Form</u> | <u>N/A or Date</u> |
|----------------------------|--------------------|
| Sent to Auditor/Purchasing | <i>2/14/19</i> |
| Posted to Intranet | |
| 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., Copy-From Dept., Copy-Purchasing

County of El Dorado
Property Transfer Request

Surplus Trade-In Inter-Department Transfer

| | |
|---|-------------------------|
| Transfer from index code: 220210 | Transfer to index code: |
| Department: District Attorney | Department: |
| Approved (Dept Head) <i>[Signature]</i> | Approved (Dept Head) |
| Date <i>2/15/19</i> | Date |

Specific location (address): IT

Where in facility? With other IT surplus items

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

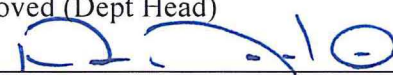
Second contact person: Nancy Anderson Phone: (530) 621-6484

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|-------------------|--------------|----------------|
| 104027 | Dell Optiplex 780 | FWB4FQ1 | non-functional |
| 104109 | Dell Optiplex 780 | 5LCGQ1 | non-functional |
| 104679 | Dell Optiplex 780 | 80JVHS1 | non-functional |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| Routing of PTR Form | N/A or Date |
|----------------------------|----------------|
| Sent to Auditor/Purchasing | <i>2/20/19</i> |
| Posted to Intranet | |
| 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: 256100 | | Transfer to index code: | |
| Department: Probation | | Department: | |
| Approved (Dept Head) | Date | Approved (Dept Head) | Date |
|  | | 2.4.19 | |

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: Neil Knoblock

Phone: (530) 621-7620

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|--------------------|--------------|----------------|
| 106174 | Dell Optiplex 7010 | HRDKBZ1 | Non-functional |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| <u>Routing of PTR Form</u> | <u>N/A or Date</u> |
|----------------------------|--------------------|
| Sent to Auditor/Purchasing | 2/25/19 |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

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

Do not separate form. All parts of form are to be submitted as follows: Surplus only – to Purchasing, Inter-Department transfers – to Auditor
 When processing is complete, form will be separated and distributed as follows: White-Auditor, Yellow-To Dept., Copy-From Dept., Copy-Purchasing

| | | | |
|---|------------------------|---|------|
| County of El Dorado Property Transfer Request | | | |
| <input checked="" type="checkbox"/> Surplus | | <input type="checkbox"/> Trade-In | |
| | | <input type="checkbox"/> Inter-Department Transfer | |
| Transfer from index code: See "Description" Field | | Transfer to index code: | |
| Department: Planning and Building Dept. | | Department: | |
| Approved (Dept Head) <i>J. Jayalal</i> | Date <i>3/10/19</i> | Approved (Dept Head) | Date |
| Specific location (address): 2850 Fairlane Court, Placerville, CA | | | |
| Where in facility? Building C, Second Floor, Room 2W-107 & Basement - Computer Storage Room | | | |
| First contact person: Julianne Melchor, Dept. Analyst, CDS Ops. | | Phone: (530) 621-5910 | |
| Second contact person: <i>J.</i> Lauri Stutts, Admin Technician, CDS Ops. | | Phone: (530) 621-7593 | |

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|--|--------------|-----------|
| PBD-ADM: | Index Code 340000 / ORG 3700000 | | |
| 1) 33214 | Viewsonic Monitor VG7105 17" Flat Panel | A2W041600461 | Fair |
| 2) | Sharp XR-10S Projector, Remote, Cords, & Guide/Manual | | Good |
| | | | |
| PBD-BLDG: | Index Code 341000 / ORG 3710100 | | |
| 3) 32116 | Viewsonic Viewpanel Monitor VP201MP Flat Panel | -- | Fair |
| | | | |
| PBD-CE: | Index Code 342000 / ORG 3750500 | | |
| 4) 35535 | Trimble GeoExplorer 2005 Pathfinder, Cables, Charger, Stylus | 4643407813 | Good |
| 5) 35536 | Trimble GeoExplorer 2005 Pathfinder, Cables, Charger, Stylus | 4643407795 | Good |
| 6) 35537 | Trimble GeoExplorer 2005 Pathfinder, Cables, Charger, Stylus | 4643407787 | Good |
| 7) | Trimble GeoExplorer 3 GPS Hand-held, Case, Battery Charger | 0330040978 | Good |
| 8) 32875 | Motorola Portable Radio MT2000 Handie/Talkie FM Radio | 355CEG1094 | Fair |
| | | | |
| PBD-CE: | Index Code 343000 (Updated to 342000) / ORG 3750500 | | |
| 9) 31695 | Motorola Portable Radio MT2000 Handie/Talkie FM Radio | 355CCN1102 | Fair |
| 10) 31696 | Motorola Portable Radio MT2000 Handie/Talkie FM Radio | 355CCN1103 | Fair |
| 11) 31697 | Motorola Portable Radio MT2000 Handie/Talkie FM Radio | 355CCN1104 | Fair |
| | | | |
| | | | |
| | | | |

| | |
|----------------------------|--------------------|
| Routing of PTR Form | N/A or Date |
| Sent to Auditor/Purchasing | <i>3/12/19</i> |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

| | |
|---|-------|
| Remarks: Proceeds: Deposit to Index Codes noted above. | |
| | |
| | |
| | |
| | |
| 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: See "Description" Field Transfer to index code:

Department: Transportation (DOT) Department:

| | | | |
|--|------------------------|----------------------|------|
| Approved (Dept Head) <i>[Signature]</i> | Date <i>3/12/19</i> | Approved (Dept Head) | Date |
|--|------------------------|----------------------|------|

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

Where in facility? Basement Storage Room / First Floor - Near Don Angel's Cubicle / Second Floor - Room 2W-107

First contact person: Lauri Stutts, Administrative Technician *[Signature]* Phone: (530) 621-7593

Second contact person: Julianne Melchor, Department Analyst *[Signature]* Phone: (530) 621-5910

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|--|--------------|-----------|
| DOT: | I/C 306500 U/C 25000A / FENIX ORG 3600010 | | |
| 1) 100201 | TopGun Barcode Scanner, PT2000, Model 42-010-00 | P3048427 | Obsolete |
| 2) 100202 | TopGun Barcode Scanner, PT2000, Model 42-010-00 | P3048677 | Obsolete |
| 3) 104853 | Plan Hold Master File Cabinet, Putty | N/A | Good |
| 4) | Plan Holder, Wooden, Approximately 24"x36"x72 (Heavy) | N/A | Fair |
| DOT: | I/C 306110 | | |
| 4) 100409 | NEC 21" LCD Monitor | 63104513GA | Obsolete |
| | FYI: Tag 100415 - NEC 21" LCD Monitor S/N 63104524GA removed from the FY13/14 inventory as "not found" has been located and will be included with the April 2019 surplus (see attached). | | |

| Routing of PTR Form | N/A or Date |
|----------------------------|----------------|
| Sent to Auditor/Purchasing | <i>3/12/19</i> |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

| | |
|---|-------|
| Remarks: Proceeds - Deposit to I/C's as noted above. | |
| | |
| | |
| | |
| | |
| 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: See "Description" Field | | Transfer to index code: | |
| Department: Transportation (DOT) | | Department: | |
| Approved (Dept Head) | Date | Approved (Dept Head) | Date |
| <i>R. Martinez</i> | <i>3/12/19</i> | | |
| Specific location (address): 2441 Headington Road, Placerville, CA | | | |
| Where in facility? Soils/Materials Lab - Chandra Ghimire, Supervisor | | | |
| First contact person: Manji Malhi, Principal Engr. Tech / Ext 4950 | | Phone: (916) 627-9050 | |
| Second contact person: <i>X</i> Lauri Stutts / Julianne Melchor, CDS ADM <i>JML</i> | | Phone: (530) 621-7593 | |

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|---------------------------------|--------------|-----------|
| DOT: | I/C 301000 | | |
| 1) 200253 | Forney Compression Tester 90181 | | Broken |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| | | |
|-----------------------------------|---------------------------|--|
| <u>Routing of PTR Form</u> | <u>N/A or Date</u> | <u>Remarks:</u> Proceeds - Deposit to I/C as noted above. |
| Sent to Auditor/Purchasing | <i>3/12/19</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 | | | |
|---|-----------------------------------|--|------|
| <input checked="" type="checkbox"/> Surplus | <input type="checkbox"/> Trade-In | <input type="checkbox"/> Inter-Department Transfer | |
| Transfer from index code: See "Description" Field | | Transfer to index code: | |
| Department: Transportation (DOT) | | Department: | |
| Approved (Dept Head) <i>R. Martinez</i> | Date <i>3/12/19</i> | Approved (Dept Head) | Date |
| Specific location (address): 2441 Headington Road, Placerville, CA | | | |
| Where in facility? <i>R</i> | | Road Maintenance Shop/Yard | |
| First contact person: Kent Taylor, Equipment Superintendent | | Phone: (530) 642-4900 | |
| Second contact person: <i>L</i> Lauri Stutts / Julianne Melchor, CDS ADM <i>gmm</i> | | Phone: (530) 621-7593 | |

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|--|-------------------|-----------|
| DOT: | I/C 306200 | | |
| 1) 200206 | 1989 Waldon Sweeper (Eq 72-03 / Lic E279860) | 20811 | Poor |
| 2) 200380 | 1983 Ford F700 C&C (Eq 27-02 / Lic E45449) | 1FDXF0K9DVA39407 | Fair |
| | | | |
| DOT: | I/C 306250 | | |
| 3) 200459 | 2004 Etnyre Chip Spreader (Eq 88-02 / Lic 1088389) | K6005 | Fair |
| | | | |
| DOT: | I/C 306222 | | |
| 4) 200038 | Ver-Mac Changeable Message Sign (Eq 85-01 / Lic 1137392) | 2S9US41522S132005 | Poor |
| 5) 200039 | Ver-Mac Changeable Message Sign (Eq 85-02 / Lic 1137413) | 2S9US41542S132006 | Poor |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| Routing of PTR Form | N/A or Date |
|----------------------------|----------------|
| Sent to Auditor/Purchasing | <i>3/12/19</i> |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

| | |
|---|-------|
| Remarks: Proceeds - Deposit to I/C's as noted above. | |
| | |
| | |
| | |
| Auditor records updated by: | Date: |

Do not separate form. All parts of form are to be submitted as follows: Surplus only – to Purchasing, Inter-Department transfers – to Auditor
 When processing is complete, form will be separated and distributed as follows: White-Auditor, Yellow-To Dept., Copy-From Dept., Copy-Purchasing

| | | | |
|---|--|---|------|
| County of El Dorado Property Transfer Request | | | |
| <input checked="checked" type="checkbox"/> Surplus | <input type="checkbox"/> Trade-In | <input type="checkbox"/> Inter-Department Transfer | |
| Transfer from index code: I/C 424130 ORG 3810100 | | Transfer to index code: | |
| Department: Environmental Management | | Department: | |
| Approved (Dept Head) | Date 3/11/19 | Approved (Dept Head) | Date |

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

Where in facility? Building C - County Vehicle Parking - Lower Lot

First contact person: Tom Meyer, Administrative Analyst Phone: (530) 621-6664

Second contact person: Lauri Stutts / Julianne Melchor, CDS ADM Phone: (530) 621-7593

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|---|-------------------|-----------|
| 1) (*) | 1993 GMC HD Vandura Van (Veh 99-368 / Lic 372210) | 2GTGG35K3P4511866 | Poor |
| | | | |
| | | | |
| | (*) Unable to locate Asset Tag in Auditor's Database; advised by Terry Nelson to provide copies of window pricing sticker and vehicle registration information (copies attached). | | |
| | (Previously submitted under cancelled PTR 30-1446) | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| Routing of PTR Form | N/A or Date |
|----------------------------|-------------|
| Sent to Auditor/Purchasing | 3/11/19 |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

| | |
|---|-------|
| Remarks: Proceeds - Deposit to I/C as noted above. | |
| | |
| | |
| | |
| 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