

**County of El Dorado
Property Transfer Request**

Surplus **Inter-Department Transfer**

| | |
|--|-------------------------|
| Transfer from index code: 602200 | Transfer to index code: |
| Department: Library | Department: |
| Approved (Dept Head) <i>[Signature]</i> | Approved (Dept Head) |
| Date <i>4/5/2018</i> | Date |

Specific location (address): SLT Library 1000 Rufus Allen Blvd. South Lake Tahoe, CA 96150

Where in facility?

First contact person: Katharine Miller Phone: (530) 573-3311
 Second contact person: Maria Delallo Phone: (530) 573-3186

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|--|--------------|-----------|
| none | "Clover" Study Carrel Table- 6' x 6'x 4' | | Fair |
| none | Index Table with central shelving- 6' x 4'4" x 4'2.5" | | Good |
| none | Round Table- 5' x 5' x 2'5" | | Good |
| none | Round Table- 5' x 5' x 2'5" | | Good |
| 17049 | Coffee Table - 27.5" x 27.5" x 12.25" | | Good |
| 17050 | Coffee Table - 27.5" x 27.5" x 12.25" | | Good |
| none | Push cart 21.5" x 12" orange metal | | Fair |
| none | Push cart 28.5" x 18.75" blue and cream metal | | Fair |
| none | Pedastal brochure stand 23.5" x 15.75"x34.5" | | Fair |
| none | Aladdin Classic Telesensory Low Vision Magnifier | | Good |
| none | Metal faux wood top folding table 72" x 36" | | Good |
| none | Metal faux wood top folding table 72" x 36" | | Good |
| none | Metal faux wood top folding table 72" x 36" | | Good |
| none | Metal faux wood top folding table 72" x 36" | | Good |
| none | Metal faux wood top folding table 72" x 36" | | Good |
| none | Metal faux wood top folding table 72" x 36" | | Good |
| none | Metal faux wood top folding table 72" x 30" with slot cut in top | | Poor |
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| <u>Routing of PTR Form</u> | <u>N/A or Date</u> |
|----------------------------|--------------------|
| Sent to Auditor/Purchasing | <i>4/6/18</i> |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

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| <u>Remarks:</u> | |
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| 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"/> Inter-Department Transfer | |
| Transfer from index code: | | Transfer to index code: | |
| Department: HHSА-PH | | Department: | |
| Approved (Dept Head) | Date | Approved (Dept Head) | Date |
| <i>[Signature]</i> | 4/3/18 | | |

Specific location (address): 1360 Johnson Blvd

Where in facility? Front office desk area

First contact person: Yesenia Vargas Phone: 543-3142

Second contact person: Jill Rubin Phone: 642-7303

| Cty Tag # | Description/Comments | Serial/VIN # | Condition |
|-----------|--|--------------|-----------------------------|
| | Xerox Toner Boxes (11), Waste Container (1), | | Functional Expired Warranty |
| | HP Laser Jet Print Cartridge (2) | | Functional Expired Warranty |
| | Brother Dr-400 Drum Unit Cartridge (2) | | Functional Expired Warranty |
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| Routing of PTR Form | N/A or Date | Remarks: |
| Sent to Auditor/Purchasing | 4/6/18 | |
| Posted to Intranet | | |
| Board Approval | | |
| Pick-up by Contractor | | |
| Copy to Auditor | | |
| | | Auditor records updated by: _____ Date: _____ |

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18-0618 A 2 of 26

County of El Dorado Property Transfer Request

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

Transfer from index code: 256400 Transfer to index code:

Department: Probation Department:

Approved (Dept Head) Date Approved (Dept Head) Date
[Signature] 3.23.18

Specific location (address): Juvenile-Treatment-Center 1041-Al-Tahoe-Blvd-South-Lake-Tahoe,-CA-96150

Where in facility? Intake-Processing-Area

First contact person: Kelly-Taylor Phone: (530) 573-7978

Second contact person: Control-Room Phone: (530) 573-7990

[Handwritten initials]

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|------------------------------------|-----------------|-----------|
| | Samsung-48"-Flat-Screen-Television | AUD13CHs211122E | Broken |
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| <u>Routing of PTR Form</u> | <u>N/A or Date</u> |
|----------------------------|--------------------|
| Sent to Auditor/Purchasing | 3/29/18 |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

| <u>Remarks:</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: 256400

Transfer to index code:

Department: Probation

Department:

Approved (Dept Head)  Date 3.28.18

Approved (Dept Head) _____ Date _____

Specific location (address): Juvenile-Treatment-Center 1041-Al-Tahoe-Blvd-South-Lake-Tahoe,-CA-96150

Where in facility? Intake-Processing-Area

First contact person: Kelly-Taylor

Phone: (530) 573-7978

Second contact person: Control-Room

Phone: (530) 573-7990

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|------------------------------------|-----------------|-----------|
| | Samsung-48"-Flat-Screen-Television | Z11G3CSZ102847E | Broken |
| | Water-Vacuum | 1650670 | Broken |
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| <u>Routing of PTR Form</u> | <u>N/A or Date</u> |
|----------------------------|--------------------|
| Sent to Auditor/Purchasing | <u>3/29/18</u> |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

| <u>Remarks:</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: 250000 Transfer to index code:

Department: Probation Department:

Approved (Dept Head) Date Approved (Dept Head) Date
(Handwritten signatures and date 3.19.18)

Specific location (address): SLT-Field-Office-1360-Johnson-Blvd.-Ste-102-South-Lake-Tahoe,-CA-96150

Where in facility? Office

First contact person: Dee-Holly Phone: (530) 573-3085

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

| Cty Tag # | Description | Serial/VIN # | Condition |
|------------------|----------------------------|----------------------------------|-----------|
| 35073 | HP-Laser-Jet-4250n-Printer | <i>See Form #25-8476: 4/3/18</i> | Broken |
| <i>EW</i> | Del-C1760sw-Printer | | Broken |
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| Routing of PTR Form | N/A or Date | Remarks: |
|----------------------------|----------------|---|
| Sent to Auditor/Purchasing | <i>3/29/18</i> | |
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| | | Auditor records updated by: _____ Date: _____ |

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| | |
|---|--|
| 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: 720000 | Transfer to index code: |
| Department: Water Agency | Department: |
| Approved (Dept Head) <i>[Signature]</i> Date <i>3/28/18</i> | Approved (Dept Head) Date |
| Specific location (address): 4330 Golden Center Drive, Suite C, Placerville | |
| Where in facility? Board Room and Small Conference Room | |
| First contact person: Tami Scowcroft | Phone: (530) 621-6678 |
| Second contact person: Julianne van Leeuwen | Phone: (530) 621-6635 |

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|-----------------------------------|--------------|-----------|
| 23596 | Fire Proof 4-Drwr Gray | | Great |
| 29608 | TAB System Ltr Size w/Accessories | | Great |
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| Routing of PTR Form | <u>N/A or Date</u> | Remarks: |
| Sent to Auditor/Purchasing | <i>3/30/18</i> | |
| Posted to Intranet | | |
| Board Approval | | |
| Pick-up by Contractor | | |
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18-0618 A 6 of 26

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| 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: 510000 | | Transfer to index code: | |
| Department: Veteran Affairs | | Department: | |
| Approved (Dept Head) <i>William E. Smith</i> | | Approved (Dept Head) | |
| Date <i>3/13/18</i> | | Date | |
| Specific location (address): 130 Placerville Drive | | | |
| Where in facility? Conference Room #2 | | | |
| First contact person: Patricia Morello | | Phone: 621-5956 | |
| Second contact person: <i>Lance Pinsett</i> | | Phone: <i>ext 5140</i> | |

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|--|------------------------|-----------|
| - | Dell Monitor | OCC352-64180-68B-3LSL | Fair |
| - | Dell Monitor | ONY134-71618-7BF-179U | Fair |
| - | Dell Monitor | ODC323-71618-65K-AH7V | Fair |
| - | Dell Monitor | 110303H01-01116 | Fair |
| - | Dell Monitor | 06433H-744445-93P-AB3L | Fair |
| - | Smith Corona Typewriter Model KA1-1 | Y103J00577 | Good |
| - | (1) Box Miscellaneous PC cables | - | Fair |
| - | (2) Ergo Tray (under desk) | - | Good |
| - | (3) Box Miscellaneous office supplies | | Fair |
| - | Canon Image Class MF4880dw | NWQ37571 | Fair |
| - | Canon Image Class MF4880dw | NWQ37417 | Fair |
| - | (2) 4 Drawer Vertical Beige Legal File Cabinet No Lock | - | Good |
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| Routing of PTR Form | N/A or Date |
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| Sent to Auditor/Purchasing | <i>3/14/18</i> |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

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 18-0618 A 7 of 26

**County of El Dorado
Property Transfer Request**

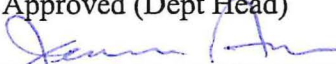
| | | | |
|---|---------------|---|------|
| <input checked="checked" type="checkbox"/> Surplus | | <input type="checkbox"/> Inter-Department Transfer | |
| Transfer from index code: | | Transfer to index code: | |
| Department: HHSА | | Department: | |
| Approved (Dept Head) | Date | Approved (Dept Head) | Date |
| <i>Patricia O...</i> | <i>4/5/18</i> | | |
| Specific location (address): 935 Spring Street | | | |
| Where in facility? PHF basement | | | |
| First contact person: Jill Rubin | | Phone: (560) 642-7303 | |
| Second contact person: Amy Higdon | | Phone: (530) 642-4836 | |

| Cty Tag # | Description/Comments | Serial/VIN # | Condition |
|-----------|----------------------|--------------|-----------------------------|
| 103839 | Dell 780 | 1DBKRM1 | Functional Expired Warranty |
| 104075 | Dell 780 | CYPPFQ1 | Functional Expired Warranty |
| | | | |
| 102797 | Dell PowerEdge T300 | HX96HJ1 | Broken Not Functional |
| 103649 | Dell Latitude e6510 | 39GYQM1 | Functional Expired Warranty |
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| <u>Routing of PTR Form</u> | <u>N/A or Date</u> | <u>Remarks:</u> I1NA2622A9, I14C184192, I1WD311146, I1W94A3 |
| Sent to Auditor/Purchasing | <i>4/6/18</i> | <i>OK to Surplus</i> |
| Posted to Intranet | | |
| Board Approval | | |
| Pick-up by Contractor | | |
| Copy to Auditor | | |
| Auditor records updated by: | | Date: |

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18-0618 A 8 of 26

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|---|--|---|--|
| 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: LIBRARY | | Department: | |
| Approved (Dept Head) | | Approved (Dept Head) | |
| Date | | Date | |
|  | | 4/5/2018 | |
| Specific location (address): 104 PLACERVILLE DR. - MUSEUM | | | |
| Where in facility? FRONT WALKWAY | | | |
| First contact person: MARY CORY | | Phone: (530) 621-5828 | |
| Second contact person: JON MCCABE | | Phone: (530) 621-5865 | |

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|---|--------------|-----------|
| 1242 | 5-DRAWER METAL FILING CABINET WITH LOCK | | FAIR |
| 1236 | 5-DRAWER METAL FILING CABINET WITH LOCK | | FAIR |
| 1241 | 5-DRAWER METAL FILING CABINET WITH LOCK | | FAIR |
| 1240 | 5-DRAWER METAL FILING CABINET WITH LOCK | | FAIR |
| NO NUMBER | 5-DRAWER METAL FILING CABINET WITH LOCK | | GOOD |
| NO NUMBER | 5-DRAWER METAL FILING CABINET WITH LOCK | | GOOD |
| NO NUMBER | 5-DRAWER METAL FILING CABINET WITH LOCK | | GOOD |
| NO NUMBER | 4-DRAWER METAL FILING CABINET WITH LOCK | | GOOD |
| NO NUMBER | 5-DRAWER METAL FILING CABINET WITH LOCK | | GOOD |
| NO NUMBER | STORE DISPLAY CABINET/CREDENZA | | FAIR |
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| <u>Routing of PTR Form</u> | <u>N/A or Date</u> |
|----------------------------|--------------------|
| Sent to Auditor/Purchasing | 4/6/18 |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

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| <u>Remarks:</u> | |
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|---|-------------------------|--|------|
| 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: LIBRARY | | Department: | |
| Approved (Dept Head) <i>[Signature]</i> | Date <i>4/5/2018</i> | Approved (Dept Head) | Date |


Specific location (address): 104 PLACERVILLE DR. - MUSEUM
 Where in facility? YARD NEAR VETERAN'S MEMORIAL BUILDING GATE
 First contact person: MARY CORY Phone: (530) 621-5828
 Second contact person: JON MCCABE Phone: (530) 621-5865

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|---|--------------------------|-----------|
| NO NUMBER | HYSTER GASOLINE FORK LIFT - MODEL FS 2444 | 390-897-4632 | BROKEN |
| NO NUMBER | BAKER ELECTRIC FORK LIFT WITH BATTERIES | "564" STENCILLED ON MAST | BROKEN |
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| 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: 242117 | | Transfer to index code: | |
| Department: CIVIL/PA | | Department: | |
| Approved (Dept Head)  | Date 4/11/18 | Approved (Dept Head) | Date |
| Specific location (address): 300 FAIR LANE, PLACERVILLE, CA 95667/FISCAL | | | |
| Where in facility? CIVIL DIVISION | | | |
| First contact person: SANDRA L. NICHOLS | | Phone: (530) 621-4098 | |
| Second contact person: MARIANNE SAINDON | | Phone: (530) 621-5564 | |

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|---|--------------|-----------|
| GREEN TAG | (2) SETS OF HORIZONTAL FILE DRAWERS / <i>2 Drawer Lateral Files (2)</i> | | GOOD |
| GREEN TAG | (1) MAX EC-30A ELECTRONIC CHECK WRITER | 06627 555K | FAIR |
| GREEN TAG | (1) WIDMER TIME RECORDER STAMP | 269722 | POOR |
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| <u>Routing of PTR Form</u> | <u>N/A or Date</u> | <u>Remarks:</u> |
|----------------------------|--------------------|---|
| Sent to Auditor/Purchasing | 4/10/18 | |
| Posted to Intranet | | |
| Board Approval | | |
| Pick-up by Contractor | | |
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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

Approved (Dept Head)

Date

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

Where in facility? County Counsel Law Library

First contact person: Molly Johnston

Phone: (530) 621-5781

Second contact person: Caryne Pierce

Phone: (530) 621-5770

| Cty Tag # | Description | Serial/VIN # | Condition |
|------------------|-------------------------------|---------------------|------------------|
| | MISC Office Supplies | | poor |
| | Keyboard (old technology) | | new |
| | Desk blotter | | old |
| | Bars for lateral file cabinet | | good |
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| <u>Routing of PTR Form</u> | <u>N/A or Date</u> |
|----------------------------|--------------------|
| Sent to Auditor/Purchasing | 4/2/18 |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

| <u>Remarks:</u> |
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| 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
 18-0618 A 13 of 26

**County of El Dorado
Property Transfer Request**

Surplus

 Trade-In

 Inter-Department Transfer

| | |
|---|--------------------------------|
| Transfer from index code: 720000 | Transfer to index code: |
| Department: Water Agency | Department: |
| Approved (Dept Head) <i>[Signature]</i> Date <i>3/12/18</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

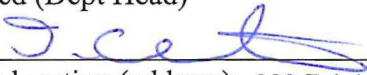
Second contact person: Tami Snowcroft Phone: (530) 621-6678

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|---------------------------------|--------------|-----------|
| 33993 | HP 2035 monitor | N/A | Fair |
| 34847 | Dell docking station | N/A | Fair |
| 34549 | Panasonic projector | N/A | Fair |
| 32493 | ViewSonic projector | N/A | Fair |
| 101977 | Dell laptop- Latitude D830 | N/A | Fair |
| 34546 | Dell laptop- Latitude D810 | N/A | Fair |
| N/A | Epson Dot Matrix | N/A | Old |
| N/A | Dell monitor w/ docking station | N/A | Fair |
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| Routing of PTR Form | <u>N/A or Date</u> | Remarks: | |
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| 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

Nº IT -- 5303

| 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: 21000 | | Transfer to index code: | |
| Department: CAO | | Department: | |
| Approved (Dept Head) | Date | Approved (Dept Head) | Date |
|  | | 4/6/2018 | |
| Specific location (address): 360 Fair Lane Building B Placerville | | | |
| Where in facility? IT Surplus Area | | | |
| First contact person: Jaime Cone | | Phone: 621-7664 | |
| Second contact person: Josie Gonzalez | | Phone: 621-7663 | |

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|----------------------------|--------------|-------------|
| 104127 | Dell E6510 Laptop | FVTN5Q1 | Not working |
| 104595 | Dell Latitude E6520 Laptop | 1TSZ2Q1 | Not working |
| 104600 | Dell Latitude E6520 Laptop | 7QSSZ2Q1 | Not working |
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| Sent to Auditor/Purchasing | | | |
| Posted to Intranet | | | |
| Board Approval | | | |
| Pick-up by Contractor | | | |
| Copy to Auditor | | Auditor records updated by: | Date: |

Do not separate form. All parts of form are to be submitted as follows: Surplus only – to Purchasing, Inter-Department transfers – to Auditor
 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: 103110 | Transfer to index code: |
| Department: Information Technologies | Department: |
| Approved (Dept Head) | Approved (Dept Head) _____ |
| Date 3/14/18 | 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 |
|-----------|---|--------------------------|-----------|
| 34017 | Dell Latitude D810 | X11-45371 | Old |
| 101299 | FUSION MX DVD/CD AUTOMATED DUPLICATION SYSTEM | 54300512 | Old |
| 105415 | APC SmartUPS 1500 | SAS124821468 | Broken |
| 103717 | Dell Optiplex 760 | N/A | Old |
| 103882 | Dell GX 780 | 9XBNBP1 | Old |
| N/A | 10 Dell Monitors | N/A | Old |
| N/A | NEC Monitor | N/A | Old |
| 35622 | DELL ULTRASHARP 2407WFP 24" MONITOR | MX-OCC302-46634-73K-23VS | Old |
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| Sent to Auditor/Purchasing | <i>5/15/18</i> | |
| Posted to Intranet | | |
| Board Approval | | |
| Pick-up by Contractor | | |
| Copy to Auditor | | |
| Auditor records updated by: _____ | | Date: _____ |

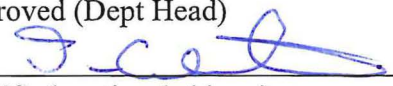
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 When processing is complete, form will be separated and distributed as follows: White-Auditor, Yellow-To Dept., Copy-From Dept., Copy-Purchasing

County of El Dorado Property Transfer Request

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|---|-----------------------------------|--|
| <input checked="" type="checkbox"/> Surplus | <input type="checkbox"/> Trade-In | <input type="checkbox"/> Inter-Department Transfer |
|---|-----------------------------------|--|

| | |
|-----------------------------------|-------------------------|
| Transfer from index code: 0210000 | Transfer to index code: |
|-----------------------------------|-------------------------|

| | |
|-----------------|-------------|
| Department: CAO | Department: |
|-----------------|-------------|

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|---|-------------------|----------------------|------|
| Approved (Dept Head)  | Date 3/16/2018 | Approved (Dept Head) | Date |
|---|-------------------|----------------------|------|

Specific location (address): Building A - move to IT Generator Cage

Where in facility? Copy Room

First contact person: Karen Feathers Phone: (530) 621-5117

Second contact person: Jeanette Salmon Phone: (530) 621-5158

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|---|--------------|-----------|
| | 2 Boxes of cables, cords, old phone, mouses, keyboards, disks | | |
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| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

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| 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: 103310 | | Transfer to index code: | |
| Department: Information Technologies | | Department: | |
| Approved (Dept Head) | Date | Approved (Dept Head) | Date |
| <i>[Signature]</i> | <i>4/6/18</i> | | |
| 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 |
|-----------|-------------|--------------|-----------|
| 105416 | SMART UPS | SAS124821478 | Broken |
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| Sent to Auditor/Purchasing | <i>4/6/18</i> | |
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| Pick-up by Contractor | | |
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| | | 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: | | Transfer to index code: | |
| Department: Public Defender | | Department: | |
| Approved (Dept Head) <i>[Signature]</i> | Date 3/29/18 | Approved (Dept Head) | Date |
| Specific location (address): 3976 Durock Road, Suite 104 Shingle Springs CA 95682 | | | |
| Where in facility? Rear Workstation | | | |
| First contact person: Timothy R. Pappas | | Phone: (530) 621-6440 | |
| Second contact person: Mary Trojan-Ritzler | | Phone: (530) 621-6440 | |

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|--|--------------|-----------|
| 17957 | 4-Drawer vertical filing metal cabinet | | fair |
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| Sent to Auditor/Purchasing | 4/2/18 |
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| Board Approval | |
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18-0618 A 19 of 26

**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>3.28.18</u> | Approved (Dept Head) Date |
| Specific location (address): 3974 Durock Rd Ste 205 Shingle Springs, CA 95682 | |
| Where in facility? Cubicle 60 | |
| First contact person: Geri Payne | Phone: (530) 621-6079 |
| Second contact person: Laura DeHaan | Phone: (530) 621-6093 |

Handwritten initials: ON, N, N

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|---|--------------------------|-----------|
| 104637 | Dell-Optiplex-780 | | Broken |
| 107607 | Dell-B5460dn-Printer | | Broken |
| | Dell-Monitor | MX-DW8690-48323-61I-8NEA | Broken |
| | Dell-Monitor | CN-DM1619-64180-431-134H | Broken |
| | (8)-Dell-Keyboards | | Broken |
| | (3)-Dell-Wireless-Mice | | Broken |
| | Logitech-Keyboards | | Broken |
| 104621 | Dell-Optiplex-780 | | Broken |
| 106176 | Dell-Optiplex-7010 | | Broken |
| 105407 | Dell-Optiplex-7010 | | Broken |
| | Dell-Monitor | CN-OCC280-71618-646-CFC8 | Broken |
| | Dell-Monitor | CN-0524N3-74261-5IF-6YD8 | Broken |
| | Dell-Monitor | CN-OKG49T-74261-2IR-49KU | Broken |
| | HP-Laser-Jet-Pro-400 | CNB0203699 | Broken |
| | HP-Desk-Jet-6940 | C897OA | Broken |
| | HP-Jet-Direct-170X | | Broken |
| | Epson-LQ-570e | CCBY106624 | Old |
| | Dell-C1760 | 890E2887 | Broken |
| | (1)-Chair | | Old |
| | (1)-Chair | | Broken |
| | Upper-pieces-of-a-very-large-desk-(located-in-back-hallway) | | Broken |

| Routing of PTR Form | N/A or Date |
|----------------------------|----------------|
| Sent to Auditor/Purchasing | <u>3/29/18</u> |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

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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: 408210 | Transfer to index code: |
| Department: HHSA / EMS Agency | Department: |
| Approved (Dept Head) <i>Patricia Charles-Heath 4-3-18</i> | Date |
| Approved (Dept Head) | Date |

Specific location (address): Medic unit is being sent to the vendor for a box remount

Where in facility?

First contact person: Sherrie Kelley (JPA) Phone: (530) 642-0622

Second contact person: Marty Hackett (JPA) Phone: (530) 642-0622

| Cty Tag # | Description | Serial/VIN # | Condition |
|-----------|--|-------------------|-----------|
| JPA 394 | 2012 Dodge 4x4 chassis (was an ambulance – box to be remounted on a new chassis). Vehicle has 140,000 plus miles on it. This vehicle is mechanically failing - not worth repairing, and is unreliable as an emergency vehicle. License: 1349419 | 3C7WDLBL7CG296953 | Poor |
| JPA 407 | 2012 Dodge 4x4 chassis (was an ambulance – box to be remounted on a new chassis). Vehicle has 142,000 plus miles on it. This vehicle is mechanically failing - not worth repairing, and is unreliable as an emergency vehicle. License: 1349388 | 3C7WDLBL9CG197468 | Poor |
| JPA 434 | 2015 Dodge 4x4 chassis (was an ambulance – box to be remounted on a new chassis). Vehicle has 99,000 plus miles on it. This vehicle is mechanically failing - not worth repairing, and is unreliable as an emergency vehicle. License: 1327128 | 3C7WRLCL4FG578035 | Poor |

| Routing of PTR Form | N/A or Date |
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| Sent to Auditor/Purchasing | <i>4/16/18</i> |
| Posted to Intranet | |
| Board Approval | |
| Pick-up by Contractor | |
| Copy to Auditor | |

Remarks: The JPA is recommending that these vehicles be sold to the remount manufacturer and avoid the cost of transporting the old chassis back to EDC. The return shipping cost could be as much as \$3,000 per chassis.

Auditor records updated by: _____ Date: _____

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El Dorado County Emergency Services Authority

JPA Board of Directors Meeting Minutes

Wednesday, February 28, 2018, 8:00 a.m.
Diamond Springs Fire, 501 Main Street, Diamond Springs, CA 95619

Pledge of Allegiance: Conducted

1. Call to Order/Roll Call/Introductions - Call to order at 8:00 a.m.

Board Attendees:

- | | |
|---|---|
| <input checked="" type="checkbox"/> CAL FIRE - Cameron Park Fire, Div. Chief Sherry Moranz | <input checked="" type="checkbox"/> Alternate Battalion Chief Doug Ferro |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Scott Lindgren | <input type="checkbox"/> Alternate Battalion Chief Dave Wood |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Bryan Ransdell | <input checked="" type="checkbox"/> Alternate Deputy Chief Ken Earle |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Mike Hardy, Chair | <input checked="" type="checkbox"/> Alternate Division Chief Tim Cordero |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Dave Roberts, Vice Chair | <input type="checkbox"/> Alternate Deputy Chief Mike Lilienthal |
| <input checked="" type="checkbox"/> Garden Valley Fire, Chief Clive Savacool | <input type="checkbox"/> Alternate Assistant Chief Bob Bement |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Greg Schwab | No Alternate |
| <input checked="" type="checkbox"/> Mosquito Fire, Chief Eddie Dwyer | No Alternate |
| <input checked="" type="checkbox"/> Pioneer Fire, Interim Chief George Selig | <input type="checkbox"/> Alternate Captain Greg Morford |
| <input checked="" type="checkbox"/> Rescue Fire, Deputy Chief Tom Keating | <input type="checkbox"/> Alternate Director Anne Walker |
| <input type="checkbox"/> Marshall Medical Center, Exec. Dir. Maia Schneider | |
| <input checked="" type="checkbox"/> JPA Executive Director Marty Hackett | |

Guests:

- John Giraudo, El Dorado Hills Fire Board of Directors
- Pat Williams, Diamond Springs Fire Board of Directors
- Sue Hennike, El Dorado County
- Rich Todd, EMSA
- José C. Henríquez, LAFCO

Other Attendees:

- Apparatus Operator Leah Yaws, Diamond Springs Fire
- Division Chief Paul Dutch, El Dorado County Fire

2. Approval of Agenda

Director Roberts motioned to approve the agenda as presented. Director Keating seconded the motion which carried unanimously.

3. Public Comments

None.

4. Consent Calendar

Director Schwab motioned to approve consent calendar items 4.1 and 4.2 as presented. Director Savacool seconded the motion which carried unanimously.

5. Correspondence

5.1 JPA Management Response to FY 15-16 Audit

Director Hardy reviewed JPA management response letter with the Board.

5.2 Governor's Public Safety Officer Medal of Valor 2018

Director Hardy reviewed the nomination information with the Board.

6. Reports

6.1 Receive/File Statistics for January 2018

Director Hardy provided an overview of the statistics for the January response time reports.

6.2 Finance Committee Update

- Approved the revised Financial Transaction Reporting and Accountability policy.
- Approved the revised Other Post-Employment Retiree Health Benefits Funding policy.
- Discussed the Finance Committee's goals and objectives for 2018.

6.3 Systems Status Management Committee Update

- Approved the revised Security policy.
- Discussed the drug free workplace concept.
- Discussed field level training for the ePCR program.
- Discussed potential fleet status changes which will be forwarded to Finance for discussion.
- Determined the 2018 holiday coverage schedule.
- Approved the M51 pilot program implementation plan.

7. Old Business

7.1 ePCR Update (Standing Item)

Field level training for the QA program is underway.

7.2 Review Upcoming Holiday/Event Calendar (Standing Item)

The Board reviewed the upcoming holiday/event schedule.

7.3 Discuss and Approve M51 Pilot Program Implementation Timeline

The Board reviewed the revised proposal, the parameters which were identified at the February 7 M51 workshop that will be tracked monthly, and the letter that will be submitted to EMSA requesting approval of the pilot program.

Director Savacool motioned to approve the M51 pilot program and the submission of the information to EMSA for final approval. Director Dwyer seconded the motion which carried unanimously.

7.4 Review and Discuss the Draft CSA 7 JPA Master Contract

Director Roberts stated that the JPA presented at \$12.2 budget to the county, which they were unable to accept. The negotiations resulted in a rate of \$1.15M per ambulance (8 only) and \$2.6 for the JPA for a total of \$11.8M. The county also committed to providing \$500,000 annually for three years to bolster the JPA's fixed assets. If the JPA wants the half time medic unit factored in for a total of 8.5 units, then the amount for each transporting district will be reduced to \$1,056,000 per unit (8 units at \$1,056,000 = \$8,448,000 + \$750,000 (half time unit) + \$2,600,000 (JPA budget of \$2.1M + the \$500k from the county reserves for 5 years) = \$11,798,000).

Discussion points were as follows:

- The JPA's average annual spending is approximately \$10.8M.
- The county is in full support of fire-based EMS and is offering more than what the JPA typically spends annually in order to make this contract work. They have allowed the JPA to have a seat

at the table to negotiate the contract, which was not required. If the JPA prices itself too high the county could potentially consider other options.

- The revenue issues need to be addressed before entering into a contract with the county. The Auditor/Controller's report of the parcel tax issue is still outstanding.
- The JPA does not have the power to regulate how the county collects revenue. Obtaining and tracking revenue is the county's responsibility, not the JPA's.
- The districts have taken staffing reductions, reduced a half time medic unit and the EMSA has taken no cuts.
- Consider having more ambulances on days vs. nights and reexamine how the current fleet is deployed.
- The JPA should negotiate with the county regarding stopping the clock with the engine. Consider having tiered response time limits for engines and ambulances.
- There is currently language in the contract to open it based on significant issues, however, the JPA will be submitting clearer language that defines specific parameters as to when the contract can should be opened.
- There is an annual built-in escalator in the contract.
- The CSA 7 contract is should not be compared to the CSA 3 contract, as they are completely different. Issues that arose with the CSA 3 contract have been addressed in the proposed CSA 7 contract.
- Would the county consider having the JPA take over ambulance pre-billing?
- The JPA needs to commit to either using some of the annual escalator or the \$500k the county is providing to set aside for catastrophic issues. Districts should not have to utilize their funds to cover catastrophic issues.
- The \$500k the county is providing annually will be part of the JPA budget (\$2.1M + \$500k). If the money is not spent it will remain with the JPA and not be returned to the county.
- The contract will not have a provision that the JPA use the \$500k specifically for fixed assets.

The Board requested that the negotiation team present a counter proposal of \$1.1M for 8 units (\$8,800,000), \$700k for the half time medic unit and \$2.6M for the JPA (\$2.1M budget + \$500k supplemental from the county for fixed assets/reserves) for a total of \$12.1M.

Director Hardy stated that he will relinquish his seat on the JPA master contract negotiation team to Director Ransdell.

8. New Business

8.1 Resolution 2018-02 – Department of Forestry and Fire Protection (CAL FIRE) Cooperative Fire Programs Fire Protection Reimbursement Agreement 2CA03502 for Dispatch Services July 1, 2017 through June 30, 2022

Although the dispatch contract was approved at the December JPA Board meeting, CAL FIRE requires a resolution to accompany the signed contract. Since Director Hardy assumed the JPA Board Chair position in January 2018, the resolution and the contract now require his signature prior to submitting to CAL FIRE.

Director Keating motioned approve the 2018-02 Department of Forestry and Fire Protection (CAL FIRE) Cooperative Fire Programs Fire Protection Reimbursement Agreement 2CA03502 for Dispatch Services July 1, 2017 through June 30, 2022 resolution as presented. Director Savacool seconded the motion. Director Lindgren abstained. Motion carried.

8.2 Review and Approve Revised Security Policy

Director Savacool motioned to approve the revised Security Policy as presented. Director Dwyer seconded the motion which carried unanimously.

8.3 Review and Approve Revised Financial Transaction Reporting and Accountability Policy

Director Roberts motioned to approve the revised Financial Transaction Reporting and Accountability Policy as presented. Director Lindgren seconded the motion which carried unanimously.

8.4 Review and Approve Revised OPEB Policy

Director Roberts motioned to approve the revised OPEB Policy as presented. Director Lindgren seconded the motion. Director Schwab opposed the motion. Motion carried.

8.5 Approve Drug Free Workplace Concept

Director Schwab motioned to approve the update to the ALS Ambulance Agreement outlining that, in compliance with federal law, the JPA and its Contractors shall maintain a drug free workplace, including legalized marijuana. Director Savacool seconded the motion which carried unanimously.

8.6 Review and Approve Vehicle Surplus VIN # 6953, 7468 and 8035

Director Schwab motioned to approve the surplus of VIN #'s 6953, 7468 and 8035. Director Keating seconded the motion which carried unanimously.

9. Fiscal Items

None.

10. Director Items

CAL FIRE ECC AEU: No report.

CAL FIRE Cameron Park: No report.

Diamond Springs / El Dorado Fire: No report.

El Dorado County Fire: Hiring is underway for paramedics.

El Dorado Hills / Rescue Fire: No report.

Garden Valley Fire: No report.

Georgetown Fire: No report.

JPA: EMS Week will take place in May.

Marshall Medical Center: No report.

Mosquito Fire: No report.

Pioneer Fire: No report.

Rescue Fire: No report.

11. Good and Welfare

- The JPA Board of Directors Executive Session will be combined with the Fire Chiefs Association Executive Session at the conclusion of the Fire Chiefs Association meeting.

12. Adjournment

Director Keating motioned to adjourn into Executive Session at 9:43 a.m. Director Savacool seconded the motion which carried unanimously.

13. Executive Session

The Board reconvened into regular session at 1:40 p.m. No action was taken during executive session.

Director Schwab motioned to adjourn the meeting at 1:40 p.m. Director Roberts seconded the motion which carried unanimously.