

**EL DORADO COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

**Meeting of  
September 26, 2006**

**AGENDA TITLE:** Declaration and Disposal of Surplus Property

**DEPARTMENT:** Chief Administrative Office

**DEPT SIGNOFF:**

**CAO USE ONLY:** C

**CONTACT:** Kristen Whitehouse, Sr. Office Asst

**DATE:** 9/12/2006

**PHONE:** 5830

*Sen Allen 9-14-06*

**DEPARTMENT SUMMARY AND REQUESTED BOARD ACTION:**

Chief Administrative Office, Procurement and Contracts Division presenting list of property surplus to the needs of the County and recommending Board so declare and authorize disposal of same in accordance with the procedures outlined in the County's Purchasing Ordinance, Chapter 3.12.

*Departments submitting items for surplus include Water Agency (one item), Child Support Services (13+ items),*

**CAO RECOMMENDATIONS:** *Recommend approval. Laura A. Gill 9/18/06*

Financial impact? ( ) Yes (X) No

Funding Source: ( ) Gen Fund ( ) Other

**BUDGET SUMMARY:**

Other:

Total Est. Cost \$0.00

**CAO Office Use Only:**

**Funding**

4/5's Vote Required ( ) Yes (☒) No

Budgeted \$0.00

Change in Policy ( ) Yes (☒) No

New Funding

New Personnel ( ) Yes (☒) No

Savings

**CONCURRENCES:**

Other

Risk Management

Total Funding \$0.00

County Counsel

**Change in Net County Cost**

Other

**\*Explain**

**BOARD ACTIONS:**

**Vote:** Unanimous \_\_\_\_\_ **Or**

**Ayes:**

**Noes:**

**Abstentions:**

**Absent:**

Rev. 6/04 ISKW001 Agenda

**I hereby certify that this is a true and correct copy of an action taken and entered into the minutes of the Board of Supervisors**

**Date:** \_\_\_\_\_

**Attest:** Cindy Keck, Board of Supervisors Clerk

**By:** \_\_\_\_\_

*El Dorado County  
Chief Administrative Office  
Procurement and Contracts Division  
Interoffice Memorandum*

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**DATE:** September 12, 2006

**TO:** Board of Supervisors

**FROM:** Bonnie H. Rich *BHR*  
Manager of Procurement and Contracts

**SUBJECT:** Declaration and Disposal of Surplus Property  
(General Services)

**Recommendation:** Chief Administrative Office, Procurement and Contracts Division presenting list of property surplus to the needs of the County and recommending Board so declare and authorize disposal of same in accordance with the procedures outlined in the County's Purchasing Ordinance, Chapter 3.12.

**Reason for Recommendation:** Property determined to be surplus to the needs of various departments is offered to other County departments in accordance with Purchasing Ordinance 3.12.160 – Surplus Pool. The attached list of “surplus property” reflects those items that remain after being offered to departments. Upon your Board's action to declare this property as surplus to the needs of the county, the Purchasing Agent will dispose of said property in accordance with the Purchasing Ordinance as noted in Section 3.12.050.B thereof.

**Fiscal Impact:** Auctioneer will retain commissions as established per Agreement #533-S0611; net proceeds of sale will be deposited into 143323, Surplus Properties.

**Action to be Taken Following Approval:** Upon approval of the recommendation, the Purchasing Agent shall dispose of said property.

cc: Richard Collier, General Services  
Steve Russell, Central Services/Stores

**COUNTY OF EL DORADO PROPERTY  
TRANSFER REQUEST**

☒ **SURPLUS**

☐ **INTERDEPARTMENT**

**TRANSFER FROM (INDEX CODE)**

720000

**TRANSFER TO (INDEX CODE)**

**DEPARTMENT:**

WATER AGENCY

**DEPARTMENT:**

**APPROVED (DEPT HEAD)**

W. J. Highland

**APPROVED (DEPT HEAD)**

**SPECIFIC LOCATION: (ADDRESS)** 3932 PONDEROSA ROAD, SUITE 200, SHINGLE SPRING  
**Where in Facility?** TYPEWRITER AREA

**FIRST CONTACT PERSON:** TAMM SCOWCROFT **PHONE** 621-5392

**SECOND CONTACT PERSON** \_\_\_\_\_ **PHONE** \_\_\_\_\_

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
22929	KX-PI624 DOT MATRIX PANASONIC PRINTER W/METAL STAND 2 RIBBONS	9LMATE 28919	GOOD

**CENTRAL SERVICES USE ONLY**  
DATE

**POSTED**

8/11/06

**PICKUP BY CS**

**BOARD LETTER**

**PICKUP BY VENDOR**

**COPY TO AUDITOR**

**REMARKS:** \_\_\_\_\_

**AUDITOR RECORDS UPDATED BY** \_\_\_\_\_

**DATE** \_\_\_\_\_

WHITE (AUDITOR)

PINK (FROM DEPT)

YELLOW (TO DEPT.)

GOLD (CENTRAL SERVICES)

<b>COUNTY OF EL DORADO PROPERTY TRANSFER REQUEST</b>			
<p style="text-align: center;">p SURPLUS</p>		<p style="text-align: right;">p INTERDEPARTMENT</p>	
<b>TRANSFER FROM (INDEX CODE)</b> <div style="font-size: 1.2em; font-family: cursive;">791100</div>		<b>TRANSFER TO (INDEX CODE)</b> <div style="font-size: 1.2em; font-family: cursive;">SURPLUS</div>	
<b>DEPARTMENT:</b> <div style="font-size: 1.2em; font-family: cursive;">Child Support Services</div>		<b>DEPARTMENT:</b>	
<b>APPROVED (DEPT HEAD)</b> <div style="font-size: 1.2em; font-family: cursive;">Laura Roth</div>		<b>APPROVED (DEPT HEAD)</b>	
<b>DATE</b> <div style="font-size: 1.2em; font-family: cursive;">8/28/06</div>		<b>DATE</b>	

SPECIFIC LOCATION: (ADDRESS) County Storage, Smith Flat, lockers #2 and #28

Where in Facility? Storage

FIRST CONTACT PERSON: MARK E. Smith PHONE 642-7296

SECOND CONTACT PERSON: ~~MARK~~ LAURA Roth PHONE 642-7363

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
SEE ATTACHED SPREADSHEET			

CENTRAL SERVICES USE ONLY	
DATE	
POSTED	7/14/06
PICKUP BY CS	
BOARD LETTER	
PICKUP BY VENDOR	
COPY TO AUDITOR	

<b>REMARKS:</b> _____  AUDITOR RECORDS UPDATED BY _____  DATE _____  <b>ALL PARTS OF FORM GO TO GENERAL SERVICES AT START OF PROCESS. UPON COMPLETION DISTRIBUTION WILL OCCUR</b> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <span>WHITE (AUDITOR)</span> <span>YELLOW (TO DEPT.)</span> </div> <div style="display: flex; justify-content: space-between;"> <span>PINK (FROM DEPT)</span> <span>GOLD (CENTRAL SERVICES)</span> </div>
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## Surplus Electronic Items July 14, 2006 - 2210 Smith Flat Road

<u>Qty</u>	<u>Item Description</u>	<u>Cond</u>	<u>Asset #</u>
1	Fujitsu Scanner s/n 2183	Good	none
1	Fujitsu Scanner s/n 2111 Model M3097DG	Good	none
1	Mitsubishi TV Model CS-2047R s/n V2047104826	Good	none
	HP Scanner s/n SG692130BW (or 3W)	Good	none
1	3M Model 9100 Overhead Projector s/n 915000	Good	none
1	Canon Microfiche Reader	Good	26393
1	HP Laserjet 2200dn s/n CNBRB17329	Bad	30946
1	HP LaserJet 5SI s/n USBG097049	Good	26867
1	APC UPS Model SU1000NET s/n WS9745337207	Bad	none
1	Exabyte DAT s/n 15030431	Good	25897
1	Exabyte DAT s/n 15035004	Good	28097
1	Exabyte DAT s/n 15027598	Unk	none
Multi	Speakers, used, one box	Good	none
Multi	Keyboards, used	Good	none
Mutli	Mice	Good	none
1	Modem CSU/DSU	Unk	22949
1	Mitsubishi VCR S/N U32073765	Bad	none
1	Belkin 8-Port console switch s/n F1DA108t or 3020510652	Bad	none
1	Codex Model 3500 DSU/CSU s/n 006807049	Unk	none
1	Compaq VS80 20/40GB Tape Drive s/n 6J031B2986	Bad	31965
1	Digital 5133 s/n KN717BC786	Good	27029
1	Digital 5100 PC	Bad	26852
1	HP Vectra PC s/n US94504500	Unk	none
1	Dell Precision 340	Bad	31131
1	Dell Precision 341	Bad	31089
1	Clone 550 PC	Bad	28973
1	Clone 550 PC	Bad	28930
1	Clone 550 PC	Bad	28928
1	Clone 550 PC	Bad	28968
1	Clone 550 PC	Bad	28977
1	Clone 550 PC	Bad	28938
1	Clone 550 PC	Bad	28964
1	Clone 550 PC	Bad	28982
1	Clone 550 PC	Bad	28931
1	Clone 550 PC	Bad	28919
1	Clone 550 PC	Bad	28984
1	Compaq Prosignia 200 Server s/n 6746BP21P636	Good	27466
1	Palm Pilot VII s/n 10H91211CP8R	Good	none
1	Palm Pilot VII s/n 10H912H1CM3A	Good	none
1	Palm Pilot VII s/n 10H912J1CRHY	Good	none
1	Palm Pilot VII s/n 10H912I1CR0H	Good	none
1	HP LaserJet 8150 s/n USBC012993	Bad	30003
1	HP LaserJet 2200DN	Bad	30946
1	HP Deskjet 842C s/n CN02D1M1YW	Bad	none
1	HP Deskjet 812C s/n MY9A81B3K7	Bad	none

**COUNTY OF EL DORADO PROPERTY  
TRANSFER REQUEST**

☒ **SURPLUS**

☐ **INTERDEPARTMENT**

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<b>APPROVED (DEPT HEAD)</b> N. J. Kelland	<b>APPROVED (DEPT HEAD)</b>

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<b>BOARD LETTER</b>	
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<b>COPY TO AUDITOR</b>	

**REMARKS:** \_\_\_\_\_

**AUDITOR RECORDS UPDATED BY** \_\_\_\_\_

**DATE** \_\_\_\_\_

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YELLOW (TO DEPT.)

PINK (FROM DEPT)

GOLD (CENTRAL SERVICES)