Nº CS -- 1130

County of El Dorado
Property Transfer Request

☑ **Surplus** ☐ **Inter-Department Transfer**

Transfer from index code:	Transfer to index code:
Department: HHSA-CS	Department:
Approved (Dept Head) Date Patricia Charles-Heathers 11-29-17	Approved (Dept Head) Date

Specific location (address): 937 Spring Street

Where in facility? Kitchen

First contact person: Miguel Miranda Phone: 621-6136

Second contact person: Jill Rubin Phone: 642-7303

Cty Tag #	Description/Comments	Serial/VIN #	Condition
102991	Freezer Traulsen	FF132Wut	fair

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/1/17
Posted to Intranet	12/18/17
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

Nº IT -- 1128

County of El Dorado
Property Transfer Request

☑ **Surplus** ☐ **Inter-Department Transfer**

Transfer from index code:	Transfer to index code:
Department: HHSA-CS	Department:
Approved (Dept Head) Date Patricia Charles-Heathers 11/29/17	Approved (Dept Head) Date

Specific location (address): 937 Spring Street

Where in facility? Elevator

First contact person: Miguel Miranda Phone: 621-6136

Second contact person: Jill Rubin Phone: 642-7303

Cty Tag #	Description/Comments	Serial/VIN #	Condition
29495	HP Printer 4050 TN	SUSC170476	Functional Expired Warranty
CS978	HP Printer V40	978	Functional Expired Warranty
103978	Printer Dell 2335	93FCFNN1	Functional Expired Warranty
102358	Printer HP M2727	x	Functional Expired Warranty
102416	Printer Dell 5110CN	82NBB91	Functional Expired Warranty
Donation	Printer HP V40	x	Functional Expired Warranty
	2 monitors - 19" Dell		Functional Expired Warranty

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/1/17
Posted to Intranet	12/18/17
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

Nº CS -- 1128

County of El Dorado
Property Transfer Request

☑ **Surplus** ☐ **Inter-Department Transfer**

Transfer from index code:	Transfer to index code:
Department: HHSA-CS	Department:
Approved (Dept Head) Date Patricia Charles-Hastings 11/29/17	Approved (Dept Head) Date

JW

Specific location (address): 937 Spring Street

Where in facility? Elevator-Basement

First contact person: Miguel Miranda Phone: 621-6136

Second contact person: Jill Rubin Phone: 642-7303

Cty Tag #	Description/Comments	Serial/VIN #	Condition
CS536	Grey Chair		fair
	6 blue Chairs		fair

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/1/17
Posted to Intranet	12/18/17
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

Nº HS -- 1205

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 Patricia Charles-Heath 12-11-17	Approved (Dept Head) Date

JCH

Specific location (address): 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
105909	NEC Projector P350W	X13-12055	Broken Not Functional
	14 USB modem (SIM cards removed) and 2 cables		SIM cards removed

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/14/17
Posted to Intranet	12/18/17
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

Nº IT -- 1122

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 Patricia Charles-Heathers 12-13-17	Approved (Dept Head) Date

Specific location (address): 935 Spring St

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
105571	Dell Optiplex 7010	H3RJRW1	Functional Expired Warranty
105645	Dell Optiplex 7010 SFF	6QJWS1	Functional Expired Warranty
104908	Dell Optiplex 790	4D9LMS1	Functional Expired Warranty
20010842	HP Compaq 7900	MXL852049Q	Functional Expired Warranty

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/14/17
Posted to Intranet	12/18/17
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks: HB3F372548
OK to Surplus - Amy 12/6/17
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 -- 1205

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 Patricia Charles-Heathers 12-13-17	Approved (Dept Head) Date

Specific location (address): 929 Spring St

Where in facility? Room 7

First contact person: Jill Rubin Phone: 642-7303

Second contact person: Amy Higdon Phone: 642-4836

Cty Tag #	Description/Comments	Serial/VIN #	Condition
104913	Dell Optiplex 790	4D7LMS1	Functional Expired Warranty

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/14/17
Posted to Intranet	12/18/17
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks: HC5D691965

OK to Surplus - Lenny 12/7/17

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 -- 1108

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) Patricia Charles-Heath Date 12/13/17	Approved (Dept Head) Date

Specific location (address): 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
	3 boxes of cables and keyboards		Functional Expired Warranty
	4 Dell monitors		Broken Not Functional
105370	Dell Latitude E6530	7XRK7W1	Broken Not Functional
20010916	HP Compaq 7900	MXL8520LDF	Functional Expired Warranty
105015	HP Compaq 8200 Elite SFF	MXL21410BZ	Functional Expired Warranty
104848	HP Compaq 8200 Elite SFF	2UA2032PJ8	Functional Expired Warranty
20010804	HP Compaq 7900	MXL852043Z	Functional Expired Warranty
20010898	HP Compaq 7900	MXL8520KL2	Functional Expired Warranty
20010824	HP Compaq 7900	MXL85204JV	Functional Expired Warranty
105026	HP Compaq 8200 Elite SFF	MXL21410CB	Functional Expired Warranty
105921	LCD PROJECTOR	01150658 2Y00135UL	Broken Not Functional
103838	DELL OPTIPLEX 780 MT DUO E7500	BDBKRM1	Broken Not Functional
105644	OptiPlex 7010 Minitower Base	6QLXSW1	Broken Not Functional
105611	Dell Optiplex 7010	H2NPRW1	Broken Not Functional
20010479	HP Compaq 7900		Broken Not Functional
105021	HP Compaq 8200 Elite SFF	MXL21410C5	Broken Not Functional
104833	HP Compaq 8200 Elite SFF	2UA2032PJC	Broken Not Functional
104826	HP Compaq 8200 Elite SFF	2UA2032PK4	Broken Not Functional

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/14/17
Posted to Intranet	12/18/17
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks: HB8 G251411
OK to Surplus
12/18/17

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 -- 1118

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 Patricia Charles-Hunter 12-13-17	Approved (Dept Head) Date

Specific location (address): 935 Spring St

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
20010838	HP Compaq 7900	MXL852043F	Functional Expired Warranty
20010803	HP Compaq 7900	MXL85204HC	Functional Expired Warranty
20010480	HP Compaq 7900	MXL85204X8	Functional Expired Warranty
20010813	HP Compaq 7900	MXL85204J4	Functional Expired Warranty
103468	Dell latitude E6510	HFYP0M1	Broken Not Functional
104128	Dell Latitude E6520	DJF22Q1	Broken Not Functional
105515	Acer Aspire One Netbook	NUSGPAA0142340FA557600	Broken Not Functional
105516	Acer Aspire One Netbook	NUSGPAA0142340FAEE7600	Broken Not Functional
104113	Dell Mini 1018 Netbook	BR0N4Q1	Broken Not Functional
103842	Dell Optiplex 780	GSLKRM1	Broken Not Functional

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/14/17
Posted to Intranet	12/18/17
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks: HB3F372548, HAPH373144, HB8D674145

OK to Surplus 12/12/17

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 60 -- 8980

County of El Dorado
Property Transfer Request

☑ Surplus	☐ Inter-Department Transfer
Transfer from index code: 602100	Transfer to index code:
Department: Library	Department:
Approved (Dept Head) Date 11/13/2017	Approved (Dept Head) Date

Specific location (address): 345 Fair Lane Placerville CA 95667

Where in facility? Back hallway by loading dock and kids section in library

First contact person: David Taylor Phone: 621-5951

Second contact person: Deborah Raiche Phone: 621-5154

Cty Tag #	Description	Serial/VIN #	Condition
25077	BOOK TRUCK DEPRESSIBLE H27"/30"X22" DEEP	NONE	GOOD
15026	30X72 DBL PED WOOD 8DR	NONE	GOOD

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	11/14/17
Posted to Intranet	12/18/17
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

Nº IT -- 8792

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) Date 11/10/17	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: (521) 621-7664

Second contact person: Josie Gonzalez Phone: (521) 621-7663

Cty Tag #	Description	Serial/VIN #	Condition
103575	CISCO 881 SEC ROUTER	FTX1424823W	Old
N/A	Dell Monitor		Dead

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	11/14/17
Posted to Intranet	12/18/17
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

Nº CS -- 1129

County of El Dorado
Property Transfer Request

☑ Surplus	☐ Inter-Department Transfer
Transfer from index code:	Transfer to index code:
Department: HHSA-CS	Department:
Approved (Dept Head) Date Patricia Charles-Heathers 11/29/17	Approved (Dept Head) Date

Specific location (address): 990 Lassen Lane, EDH

Where in facility? Kitchen

First contact person: Miguel Miranda Phone: 621-6136

Second contact person: Jill Rubin Phone: 642-7303

Cty Tag #	Description/Comments	Serial/VIN #	Condition
CS1330	Grease trap	x	Broken Not Functional
34536	Vulcan Stove	1287	fair

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/1/17
Posted to Intranet	12/18/17
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

Nº CS -- 1131

County of El Dorado
Property Transfer Request

☑ Surplus	☐ Inter-Department Transfer
Transfer from index code:	Transfer to index code:
Department: HHSA-CS	Department:
Approved (Dept Head) Date Patricia Chandler-Heathcote 11/29/17	Approved (Dept Head) Date

Specific location (address): 3050 Lake Tahoe Blvd, SLT

Where in facility? Kitchen

First contact person: Miguel Miranda Phone: 621-6136

Second contact person: Jill Rubin Phone: 642-7303

Cty Tag #	Description/Comments	Serial/VIN #	Condition
CS1074	Refrigerator 2 Doors - Large 5/5	1074	fair

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	12/1/17
Posted to Intranet	12/18/17
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

Nº SL -- 1118

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 Patricia Charles-Heathers 11-21-17	Approved (Dept Head) Date

Specific location (address): 1360 Johnson Blvd

Where in facility? Ste 103 station 12

First contact person: Jill Rubin Phone: 642-7303

Second contact person: Marcia Wallick Phone: 573-3213

Cty Tag #	Description/Comments	Serial/VIN #	Condition
n/a	Sentry Fire Safe Combo Lock Model 6380	n/a	Broken Not Functional

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	11/28/17
Posted to Intranet	12/18/17
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

Nº IT -- 6936

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) Date 11/29/17	Approved (Dept Head) Date

Specific location (address): N/A (Sent to surplus 8/17)

Where in facility? N/A

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

Second contact person: Lenny Voet Phone: (530) 621-5310

Cty Tag #	Description	Serial/VIN #	Condition
34575	DELL OPTIPLEX GX620 P4	JL82Q91	Old
102126	DELL OPTIPLEX 755 DUO E4500 S	4PT3BG1	Old
103775	DELL OPTIPLEX 780 MT DUO E8400	5K0C5M1	Old
103881	Dell Gx 780	9X9QBP1	Old
103882	Dell Gx 780	9XBNBP1	Old
103921	Dell Optiplex GX780	1S3WPN1	Old
103923	Dell Optiplex GX780	JDPNPN1	Old
104007	Dell Optiplex GX780	FW65FQ1	Old
104860	Dell Optiplex 790 MT	9H57MS1	Old
104874	Dell Optiplex 790 MT	9H3CMS1	Old
104906	Dell Optiplex 790 MT	4D9FMS1	Old
105298	Dell Optiplex 790 MT	8F80WV1	Old

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	11/30/17
Posted to Intranet	12/18/17
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks: These items were sent to Surplus August 10th without the proper paperwork being processed. JC

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 AS -- 1117

County of El Dorado
Property Transfer Request

☑ **Surplus** ☐ **Inter-Department Transfer**

Transfer from index code:	Transfer to index code:
Department: HHSA-AS	Department:
Approved (Dept Head) Date Patricia Charles-Heathcote 11-21-17	Approved (Dept Head) Date

Specific location (address): 6435 Capitol Ave

Where in facility? Gun Safe

First contact person: Jill Rubin Phone: 642-7303

Second contact person: Alexis Shaw Phone: 621-7650

Cty Tag #	Description/Comments	Serial/VIN #	Condition
99737	Warington and Rich 32 ga rifle	AL374489	obsolete
99738	Warington and Rich 32 ga rifle	AH307328,	obsolete
99739	Warington and Rich 32 ga rifle	AM35700	obsolete

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	11/28/17
Posted to Intranet	12/18/17
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks: Once surplussed the guns will go to the Sheriff's department for destruction

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