

Williamson County

Asset Status Change Form

Print Form

The following asset(s) is(are) considered for: (select one)

☐ TRANSFER between county departments ☐ TRADE-IN for new assets of similar type for the county

☒ SALE at the earliest auction *

☐ DONATION to a non-county entity

☐ DESTRUCTION due to Public Health / Safety

Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	Dell wireless keyboard			Working

Parties involved:

FROM (Transferor Department): Auditor's Office

Transferor - Elected Official/Department Head/

Authorized Staff:

Julie Kiley

Print Name

Signature

Contact Person:

Karen Knightstep

Print Name

943-1574

Date Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): auction

Transferee - Elected Official/Department Head/

Authorized Staff OR Donee - Representative: (If being approved for Sale or Trade-in, no signature is necessary.)

Contact Person:

Print Name

Print Name

Signature

Date Phone Number

* If the above asset(s) is (are) listed for sale at auction and no bids are made, the Purchasing Director may dispose of or donate this (these) asset(s). A list of the (these) asset(s) to be donated or disposed of will be sent to the Auditor's Office with a date of donation or disposal.

Forward to County Auditor's Office

This Change Status was approved as agenda item # _____ in Commissioner's Court on _____

If for Sale, the asset(s) was(were) delivered to warehouse on _____ by _____

Williamson County

Asset Status Change Form

Print Form

The following asset(s) is(are) considered for: (select one)

☐ TRANSFER bet ween county departments

☐ TRADE-IN for new assets for the county

☒ SALE at the earliest auction

☐ DONATION to a non-county entity

Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	ISI Frontier SCBA w/ ²⁰⁰³ mask	WK 563337	NJ1-4	Non-Working
1	Survivair SCBA w/mask-1995	WK 124352	SJ3-2	Non-Working
1	3M SCBA	R-10382	SJ2-1	Non-Working
1	Survivair SCBA w/ ^{TANK} mask 1995	WK 423115		Non-Working
1	3M SCBA Tank	S/N 263769		Non-Working
1	Survivair SCBA Tank-1995	WK 425426		Non-Working
1	SCBA Wall Rack			Non-Working
10	SCBA Wall Brackets			Non-Working

Parties involved:

FROM (Transferor Department): 570 - Correction Inventory

Transferor - Elected Official/Department Head/

Authorized Staff:

Contact Person:

Print Name

Print Name

Signature

Phone Number

Date 5-13-09

TO (Transferee Department/Auction/Trade-in/Donee):

Transferee - Elected Official/Department Head/

Authorized Staff OR Donee - Representative: (if being approved for Sale or Trade-in, no signature is necessary.)

Contact Person:

Print Name

Print Name

Signature

Phone Number

Date

For assets donated to a non-county entity:

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

Forward to County Auditor's Office

This Change Status was approved as agenda item # _____ in Commissioner's Court on _____

If for Sale, the asset(s) was(were) delivered to warehouse on _____ by _____

Williamson County

Asset Status Change Form

The following asset(s) is(are) considered for: (select one)

☐ TRANSFER bet ween county departments

☐ TRADE-IN for new assets for the county

☒ SALE at the earliest auction

☐ DONATION to a non-county entity

Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	3M SCBA Yellow w/mask	SN-R-10379	NJ1-3	Non-Working
1	ISI Frontier - SCBA w/mask 2003	WK 56333D	NJ2-1	Non-Working
1	Survivair SCBA w/mask - 1995	WK 425425	SJ2-2	Non-Working
1	Survivair SCBA w/mask 1996	WK 443408	NJ3-1	Non-Working
1	ISI Frontier SCBA w/mask ²⁰⁰³	WK 563355	SJ3-1	Non-Working
1	ISI Frontier SCBA w/mask ²⁰⁰³	WK 563311	NJ1-1	Non-Working
1	ISI Frontier SCBA w/mask	WK 563362	NJ1-5	Non-Working
1	ISI Frontier SCBA w/mask	WK 563346	NJ1-2	Non-Working

Parties involved:

FROM (Transferor Department): 570 - Correction Inventory

Transferor - Elected Official/Department Head/

Authorized Staff:

Contact Person:

Print Name

Print Name

Signature

Phone Number

Date

TO (Transferee Department/Auction/Trade-in/Donee):

Transferee - Elected Official/Department Head/

Authorized Staff OR Donee - Representative: (If being approved for Sale or Trade-In, no signature is necessary.)

Contact Person:

Print Name

Print Name

Signature

Phone Number

Date

For assets donated to a non-county entity:

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

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This Change Status was approved as agenda item # _____ in Commissioner's Court on _____

If for Sale, the asset(s) was(were) delivered to warehouse on _____ by _____

Williamson County

Asset Status Change Form

[Print Form](#)

The following asset(s) is(are) considered for: (select one)

☐ **TRANSFER** bet ween county departments

☐ **TRADE-IN** for new assets for the county

☒ **SALE** at the earliest auction

☐ **DONATION** to a non-county entity

Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
4	pair BDU PANTS (worn,faded,stained,torn)	no id #	no tag #	Non-Working
5	pair 511 black pants (worn,faded,stained)	no id #	no tag #	Non-Working
16	pair DUTY PANTS (worn,faded,stained,torn)	no id #	no tag #	Non-Working
4	polo shirts (worn,faded,stained,torn)	no id #	no tag #	Non-Working
2	Class A long sleeve shirts (stained,torn,used)	no id #	no tag #	Non-Working
6	Class B short sleeve shirts (stained,torn,used)	no id #	no tag #	Non-Working
2	BDU SHIRT (worn,faded,torn,used)	no id #	no tag #	Non-Working
	*insignias have been removed-unsuitable for re-issue			Non-Working

Parties involved:

FROM (Transferor Department): 560 - LAW ENFORCEMENT INVENTORY

**Transferor - Elected Official/Department Head/
Authorized Staff:**

L.C. Marshall

Print Name

Signature

Date May 8, 2009

Contact Person:

Patricia Amison

Print Name

+1 (512) 943-1349

Phone Number

TO (Transferee Department/Auction/Trade-in/Donee):

**Transferee - Elected Official/Department Head/
Authorized Staff OR Donee - Representative:** (If being
approved for Sale or Trade-in, no signature is necessary.)

Contact Person:

Print Name

Print Name

Signature

Phone Number

Date

For assets donated to a non-county entity:

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

Forward to County Auditor's Office

This Change Status was approved as agenda item # _____ in Commissioner's Court on _____

If for Sale, the asset(s) was(were) delivered to warehouse on _____ by _____

Williamson County

Asset Status Change Form

Print Form

The following asset(s) is(are) considered for: (select one)

- ☐ TRANSFER bet ween county departments
 ☐ TRADE-IN for new assets for the county
☒ SALE at the earliest auction
 ☐ DONATION to a non-county entity

Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
2	RAIN COATS orange/black (outdated, stained, dirty, used)	no id #	no tag #	Non-Working
23	S/S CLASS B SHIRTS (worn, faded, stained, torn)	no id #	no tag #	Non-Working
15	L/S CLASS A SHIRTS (worn, faded, stained, torn)	no id #	no tag #	Non-Working
28	PAIR DUTY PANTS (worn, stained, torn)	no id #	no tag #	Non-Working
				Non-Working
				Non-Working
				Non-Working
	*insignias have been removed-unsuitable for re-issue			Non-Working

Parties involved:

FROM (Transferor Department): 560 - LAW ENFORCEMENT INVENTORY

Transferor - Elected Official/Department Head/
Authorized Staff:

L.C. Marshall

Print Name

Signature

Date May 8, 2009

Contact Person:

Patricia Amlson

Print Name

+1 (512) 943-1349

Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): Auction

Transferee - Elected Official/Department Head/
Authorized Staff OR Donee - Representative: (If being
approved for Sale or Trade-in, no signature is necessary.)

Contact Person:

Print Name

Print Name

Signature

Phone Number

Date

For assets donated to a non-county entity:

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$

Forward to County Auditor's Office

This Change Status was approved as agenda item # _____ in Commissioner's Court on _____

If for Sale, the asset(s) was(were) delivered to warehouse on _____ by _____

Williamson County Asset Disposal Form

Department: Corrections/570

Elected Official/Department Head/Authorized Staff:

Print Name

Signature

Date 5 / 5 / 2009

Contact Person:

Print Name Christopher T. Watts#2801

Phone Number 512-943-1689

Asset List:

Description
(year, make, model & etc)

Identification Number
(Serial#, VIN#, Tag#)

Method of disposal
(to whom & where)

Red Uniform Pants (223)

Red Uniform Shirts (146)

Orange/White Jumpsuits (16)

Towels (333)

Gray Inmate Blankets (107)

Reason for Disposal:

The above items are unable to be repaired; they are ripped and torn

hygiene issues - placed in dumpster

For County Auditor's Office Use Only:


Williamson County

Asset Disposal Form

Department: Corrections/570

Elected Official/Department Head/Authorized Staff:

Print Name _____

Signature 

Date 5 / 5 / 09

Contact Person:

Print Name Christopher T. Watts#2801

Phone Number 512-943-1689

Asset List:

Description
(year, make, model & etc)

Identification Number
(Serial#, VIN#, Tag#)

Method of disposal
(to whom & where)

White Inmate Blanket

(34)

hygiene issues - placed in dumpster

Inmate Mattresses Covers

(1076)

Hospital Scrubs

(145)

Reason for Disposal:

The above items are unable to be repaired; they are ripped and torn

For County Auditor's Office Use Only:

Williamson County

Asset Disposal Form

Department: Corrections/570

Elected Official/Department Head/Authorized Staff:

Print Name L.C. "Tony" Marshall Signature [Signature] Date 5 / 5 / 09

Contact Person:

Print Name Christopher T. Watts#2801

Phone Number 512-943-1689

Asset List:

Description (year, make, model & etc)	Identification Number (Serial#, VIN#, Tag#)	Method of disposal (to whom & where)
Mattresses (150)		hygiene issues - placed in dumpster
Inmate Shoes (555 pairs)		"
Inmate Kitchen Rubber Boots (12 pairs)		"
Chairs from Pods (15)		"
Yellow Uniform Shirts (461)		"

Reason for Disposal:

The above items are unable to be repaired; they are ripped and torn

The chairs are from the pods and they are used 24 hours a day, seven days a week

For County Auditor's Office Use Only:

Williamson County

Asset Disposal Form

Department: Corrections/570

Elected Official/Department Head/Authorized Staff:

Print Name _____

Signature _____

Date 5 / 2 / 09

Contact Person:

Print Name Christopher T. Watts#2801

Phone Number 512-943-1689

Asset List:

Description
(year, make, model & etc)

Identification Number
(Serial#, VIN#, Tag#)

Method of disposal
(to whom & where)

Yellow Uniform Pants (1016)

White Uniform Shirts (66)

White Uniform Pants (182)

Orange Uniform Shirts (30)

Orange Uniform Pants (101)

Reason for Disposal:

The above items are unable to be repaired; they are ripped and torn

hygiene issues - placed in dumpster

1

1

1

1

For County Auditor's Office Use Only:

Williamson County

Asset Disposal Form

Department: Corrections/570

Elected Official/Department Head/Authorized Staff:

Print Name

Signature

Date 5 / 5 / 09

Contact Person:

Print Name Christopher T. Watts#2801

Phone Number 512-943-1689

Asset List:

Description
(year, make, model & etc)

Identification Number
(Serial#, VIN#, Tag#)

Method of disposal
(to whom & where)

Green Uniform Pants (36)

Green Uniform Shirts (128)

Orange/White Uniform Pants (30)

Black/White Uniform Shirts (26)

Black/White Uniform Pants (58)

Reason for Disposal:

The above items are unable to be repaired; they are ripped and torn

hygiene issues - placed in dumpster

"

"

"

"

For County Auditor's Office Use Only:

Williamson County

Asset Disposal Form

Department: Building Maintenance

Elected Official/Department Head/Authorized Staff:

Print Name Joseph Latteo

Signature

Date 5 / 18 / 09

Contact Person:

Print Name James Whetston

Phone Number 512-943-1599

Asset List:

Description

(year, make, model & etc)

Identification Number

(Serial#, VIN#, Tag#)

Method of disposal

(to whom & where)

PVI Boiler, Mod 2500PHE250ATT

489 66775

Recycle Center

Reason for Disposal:

Boiler was leaking, cracks. No longer usable

For County Auditor's Office Use Only:



Williamson County
Facilities Services
3101 SE Inner Loop
Georgetown, Texas 78626
Ph: 512-943-1599 Fax: 512-930-3313

5-18-09
To: Purchasing
Attn: Ursula

FYI

The boiler was located in the county Jail and was taken out of service do to leaks. It was replaced by water heaters. The intension is to dispose of it by taking it to the county's Recycle Center. Bob Space wanted it to go through Commissioner's Court

Thanks
James Whetston

TRANSFER of FIXED ASSET

Date: May 20, 2009

The following fixed asset(s) should be (check one):

- ☐ Transferred to another department
- ☒ Sold At Auction

[illegible]

The transferor requests that this fixed asset be removed from the inventory for their office and either placed in the Transferee's office as of the date shown above, *OR* sold at auction as indicated by the choice above.

From:

Transferor department head or elected official

(451) Justice of the Peace Pct. One
Department Name

To:

Transferee department head or elected official
(not needed if being sold at auction)

Department Name

Sammy McCullough

Records / IT
Department Name