

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 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)
	see attached spreadsheet			Non-Working
				Non-Working
				Non-Working
				Non-Working
				Non-Working

Parties involved:**FROM** (Transferor Department): 570 Corrections**Transferor - Elected Official/Department Head/****Authorized Staff:**

LC Marshall

Print Name

Signature

June 29, 2011

Date

Contact Person:

Emily Hajda

Print Name

+1 (512) 943-1324

Phone Number

TO (Transferee Department/Auction/Trade-in/Donor): AUCTION**Transferee - Elected Official/Department Head/****Authorized Staff OR Donor - 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 _____

[illegible]

ALL INSIGNIAS HAVE BEEN REMOVED - NOT SUITABLE FOR REISSUE

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Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	SummaSign T750 Sign Plotter	170301-10001	na	Working
1	Dell Optiplex GX 240	ET FB41711	C00316	Non-Working
1	Dell Dimsneion XPS T700	97C3108	C00330	Non-Working
1	Dell CRT			Non-Working
1	Signer by Gerber - Sign Maker			Non-Working

Parties involved:
FROM (Transferor Department): Infrastructure - Road & Bridge

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

Terron Evertson

Print Name

Signature

Contact Person:

Lisa Pohlmeier

Print Name

943-3364

Phone Number

July 7, 2011

Date

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

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Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	Dell Latitude C640 Laptop	24WRV21	C01158	Non-Working
1	Dell Latitude C640 Laptop w/ case	D5WRV21	C01660?	Non-Working
1	Dell Dimension 4600	27FH061		Non-Working
				Non-Working
				Non-Working

Parties involved:
FROM (Transferor Department): Infrastructure - Road & Bridge

210-URS

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

 J. Terdon-Everton
 Print Name

 LISA Polmeyer
 Print Name

 J. Terdon-Everton
 Signature

 7/7/11
 Date

 943-3364
 Phone Number

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

**Transferee - Elected Official/Department Head/
Authorized Staff OR Donee - Representative:** (If being
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Print Name

Print Name

Signature

Date

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Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
3	Dell CRTs			Non-Working
1	Dell Docking Station			Working
2	Laptop cases			Working
1	Viewsonic CRT			Non-Working
4	Keyboard Shelves			Working

Parties involved:**FROM** (Transferor Department): Infrastructure - Road & Bridge

210 URS

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

Print Name

Lisa Pohlmeier July 6, 2011

Print Name

Signature

7/6/11

Date Phone Number

943-3364

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

Print Name

Print Name

Signature

Date Phone Number

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Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	Dell Inspiron 8600 Laptop & Case	4KRYM41	C00321	Non-Working
1	Dell Latitude Laptop & Case	64WRV21	C00322	Non-Working
1	HP Deskjet 6980 Printer			Non-Working
				Non-Working
				Non-Working

Parties involved:**FROM** (Transferor Department): Infrastructure - Road & Bridge

210-URS

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

Print Name

Lisa Pohlmeier July 6, 2011

Signature

Print Name

943-3364

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

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Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	a use computer at the willamson county recycling center	C00023		Working

Parties involved:
FROM (Transferor Department): Williamson county recycling center at 101 landfill road

Transferor - Elected Official/Department Head/
Authorized Staff:
Contact Person:

Print Name

Print Name

Signature

Date Phone Number

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

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

Contact Person:

Print Name

Print Name

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Date Phone Number

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Asset List:

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1	1998 QuickBooks Pro: Multi-User 6.0 Version (Windows 95/98)	Key Code: 0241-003-421-6207		Working
1	2000 QuickBooks Pro: Multi-User, works with Outlook & Act	Key Code: 2143-773-413-9205		Working
1	2000 QuickBooks Pro: Multi-User, works with Outlook & Act	Key Code: 2103-773-419-8205		Working
1	2003 QuickBooks Pro: 5-User Edition (Windows 98/2000/Me/XP)	Key Code: 03603-72239-70003-820003		Working

Parties involved:

FROM (Transferor Department): Tax Assessor/Collector 499

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

Deborah M. Hunt

Cathy Atkinson

Print Name

Print Name



943-1544

Signature

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

943-1562

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.

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Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
3	Dell 1704FPT monitors	CN-0Y4299-71618-58U-ADHZ		Working
		CN-0Y4299-71618-58U-ADJ2		Working
		CN-0Y4299-71618-5BN-CBFZ		Working

Parties involved:
FROM (Transferor Department): AUCTION

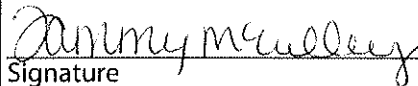
**Transferor - Elected Official/Department Head/
Authorized Staff:**
Contact Person:

Tammy McCulley

Tammy McCulley

Print Name

Print Name



July 6, 2011

+1 (512) 943-1455

Signature

Date Phone Number

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

402

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


Contact Person:

Lisa Zirkle

Lisa Zirkle

Print Name

Print Name



July 6, 2011

+1 (512) 943-1533

Signature

Date Phone Number

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Williamson County

Vehicle Status Change Form

To be completed by **department** releasing vehicle:

1) Identify Vehicle:		SO <u>1560</u>		SB0340
1GCEC19V73Z271039		Department		Door Number
Vehicle Identification Number				
8MCS03	2003	CHEVY	1500 XCAB	WHT
License Plate Number	Year	Make	Model	Color
2) Reason for Status Change:				
<input type="checkbox"/> Accident				
Attach: 1. A Damage to County Property Incident Report				
2. The Official Accident Report				
3. A Vehicle Insurance / Litigation Release Form				
<input checked="" type="checkbox"/> High Mileage: List actual mileage <u>112,281</u>				
<input checked="" type="checkbox"/> Not mechanically sound <u>Transmission slipping</u>				
<input checked="" type="checkbox"/> Other: Explain <u>Lifetime maintenance costs exceed 45% of purchase price, expected life in fleet exceeds 160%.</u>				
3) Elected Official/Department Head/Authorized Staff				
Print <u>L.C. Marshall</u>		Signature <u>[Signature]</u>		Date <u>4-4-11</u>

RECEIVED

JUL -1 2011

Williamson County, Texas

To be completed by **Fleet**: Forward to Fleet Services Manager - Mike Fox

1) Method of Status Change: This vehicle is to be considered for: (Select one)	
<input checked="" type="checkbox"/> SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation	<input checked="" type="checkbox"/> TRANSFER between county departments
<input type="checkbox"/> TRADE-IN for new assets of same general type for the county	Comments:
<input type="checkbox"/> SALE to a government entity / civil or charitable organization in the county at fair market value	Receiving Department: <u>509</u>
<input type="checkbox"/> OTHER	Elected Official/Department Head/Authorized Staff or Donee Representative:
	Print Name: <u>Gary Wilson</u>
	Signature and Date: <u>[Signature]</u> <u>6-29-11</u>
	Contact name and Number: <u>943-1636</u>
2) <input type="checkbox"/> Vehicle Marked for Auction and moved to Auction Yard	
<input checked="" type="checkbox"/> Forward forms and reports to County Auditor's Office	
Print <u>Mike Fox</u>	Signature <u>[Signature]</u> Date <u>6-29-11</u>

(Approved by Ashlie Koenig)