

Williamson County

Asset Status Change Form

 Print Form
 Sent 12/6
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
 ☐ DESTRUCTION due to Public Health / Safety
☒ SALE at the earliest auction *
 ☐ DONATION to a non-county entity

Asset List:

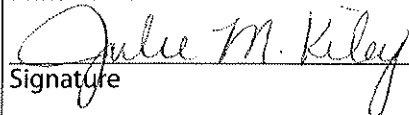
Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
	(See detailed list attached)			

Parties involved:
FROM (Transferor Department): AUDITOR's OFFICE

Transferor - Elected Official/Department Head/
Authorized Staff:

Julie Kiley

Print Name



Signature

Contact Person:

Emily Wheeler

Print Name

+1 (512) 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:

Tony Hill

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 _____

sent
12/16

<u>Quantity</u>	<u>Description</u>	<u>Manufacturer ID#</u>	<u>County Tag #</u>	<u>Condition of Asset</u>
1	Dell Optiplex 740 Printer	C1LK2F1	C01740	Working
1	Dell Optiplex 740 Printer	73LK2F1	C01741	Working
1	HP Officejet Pro K5400	MY75G481JG		Nonworking
1	HP Officejet Pro K5400	MY75L4809Q		Nonworking
1	GBC Electric Punch 3230			Nonworking
1	Dell Computer Docking Station			Working
1	Dell Keyboard			Working
1	Set of Dell Speakers			Working
1	Logitech Keyboard			Working
1	Logitech Mouse			Working
2	Metal Paper Holders			Working
2	Computer Bags			Working

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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	Panasonic Typewriter Model No. KX-E700m	Serial No. 66M10B30509	A103132	Working
1	BrokSonic 9" CTV w/ video cassette recorder	Model No. CTSG-2799C S/N 555-7516678	n/a	Working

Parties involved:**FROM** (Transferor Department): District Attorneys Office**Transferor - Elected Official/Department Head/****Authorized Staff:****Contact Person:**

Judy Kocian

Judy Kocian

Print Name

Print Name

Signature

November 30, 2011

Date

+1 (512) 943-1234

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.

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 ☐ DESTRUCTION due to Public Health / Safety
☐ 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)
1	Dell Precision 380	Service Tag: 3BJWZ81	CO1033	Working

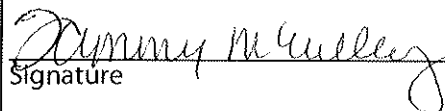
Parties involved:**FROM** (Transferor Department): GIS**Transferor - Elected Official/Department Head/****Authorized Staff:****Contact Person:**

Tammy McCulley

Jeff Austin

Print Name

Print Name



December 1, 2011

+1 (512) 943-1481

Signature

Date Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): Williamson County Constable Pct. 4**Transferee - Elected Official/Department Head/****Authorized Staff OR Donee - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)**Contact Person:**


Mark Birchard

Print Name

Print Name



512-352-4183

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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 ☐ DESTRUCTION due to Public Health / Safety
☐ 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)
32	(See detailed spreadsheet attached)			Working

Parties involved:

FROM (Transferor Department): Constable Precinct #4 - 554

Transferor - Elected Official/Department Head/

Authorized Staff:

Mark Birchard

Print Name

Signature

Contact Person:

Brian Olson

Print Name

+1 (512) 352-4181

Date Phone Number

TO (Transferee Department/Auction/Trade-in/Donor): Sheriff's Office - 560

Transferee - Elected Official/Department Head/

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

Print Name

Signature

Contact Person:

Paul Swisher

Print Name

+1 (512) 943-1349

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

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

sent
12/16

sent
12/16

Assets Being Transferred

From: 554

To: 560

<u>Quantity</u>	<u>Description</u>	<u>Manufacturer ID#</u>	<u>County Tag #</u>	<u>Condition of Asset</u>
1	Dell Monitor	MX08G1524760537NAR4V	n/a	Working
1	Dell Monitor	MX08G1524760536CAY8B	n/a	Working
1	Trek Bicycle	WTUF000808S	n/a	Working
1	Trek Bicycle	WTUD03880R	n/a	Working
1	Raliegh M80 Bicycle	U30K31073	n/a	Working
1	Raliegh M80 Bicycle	U3YK23016	n/a	Working
4	Filing Cabinets (Black)	n/a	n/a	Working
1	Fireking Filing Cabinet	n/a	n/a	Working
1	Parker Filing Cabinet (Yellow)	n/a	A103348	Working
3	Desks (Brown/Grey)	n/a	n/a	Working
2	Corner Book Shelves	n/a	n/a	Working
7	Desks w/ Dividers (Blue/Brown)	n/a	n/a	Working
8	Office Chairs w/ Wheels	n/a	n/a	Working



Williamson County

Vehicle Status Change Form

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

1) Identify Vehicle:				
2GCEC19W1X1295375		EMS - 0540		EB9906
Vehicle Identification Number		Department		Door Number
1082313	1999	Ford	F150XCAB	White
License Plate Number	Year	Make	Model	Color
2) Reason for Status Change:				
<input type="checkbox"/> Accident				
<u>Attach:</u>				
1. Williamson County Fleet Incident/Crash/Vandalism Report				
2. The Official Accident Report				
3. A Vehicle Insurance / Litigation Release Form				
<input type="checkbox"/> High Mileage: List actual mileage _____				
<input type="checkbox"/> Not mechanically sound _____				
<input checked="" type="checkbox"/> Other: Explain Being replaced due to age and reliability per fleet requirements				
3) Elected Official/Department Head/Authorized Staff				
Print Kenny Schnell		Signature		Date Nov. 30, 2011

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="radio"/> SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation	<input type="radio"/> TRANSFER between county departments
<input type="radio"/> TRADE-IN for new assets of same general type for the county	Comments: _____
<input type="radio"/> SALE to a government entity / civil or charitable organization in the county at fair market value	Receiving Department: _____
<input type="radio"/> OTHER _____	Elected Official/Department Head/Authorized Staff or Donee - Representative: _____
	Print Name: _____
	Signature and Date: _____
	Contact name and Number: _____
2) <input checked="" 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 Mike Fox	Signature Date 12-2-11



Williamson County

Vehicle Status Change Form

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

1) Identify Vehicle:				
1FDWF36R49EA06878		EMS - 0540		ET0907
Vehicle Identification Number		Department		Door Number
1076785	2009	Ford	F350	White
License Plate Number	Year	Make	Model	Color
2) Reason for Status Change:				
<input checked="" type="checkbox"/> Accident				
Attach:				
1. Williamson County Fleet Incident/Crash/Vandalism Report				
2. The Official Accident Report				
3. A Vehicle Insurance / Litigation Release Form				
<input type="checkbox"/> High Mileage: List actual mileage _____				
<input type="checkbox"/> Not mechanically sound _____				
<input checked="" type="checkbox"/> Other: Explain Ambulance wrecked with settlement received 10/21/11, box (8094WC) to be remounted for FY'12 #2 with chassis returned to insurance company.				
3) Elected Official/Department Head/Authorized Staff				
Print	Kenny Schnell		Signature	Date Nov. 16, 2011

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 type="radio"/> SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation	<input type="radio"/> TRANSFER between county departments	
<input checked="" type="radio"/> TRADE-IN for new assets of same general type for the county	Comments: _____	
<input type="radio"/> SALE to a government entity / civil or charitable organization in the county at fair market value	Receiving Department: _____	
<input type="radio"/> OTHER _____	Elected Official/Department Head/Authorized Staff or Donee Representative: _____	
	Print Name: _____	
	Signature and Date: _____	
	Contact name and Number: _____	
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	Signature	Date
Mike Fox III	[Signature]	12-2-11



Williamson County

Vehicle Status Change Form

sent
12/16

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

1) Identify Vehicle:				
1HD1FMM10AB643272		Sheriff / 560		SE1021
Vehicle Identification Number		Department		Door Number
XY3907	2010	Harley Davidson	FLHTP	White
License Plate Number	Year	Make	Model	Color
2) Reason for Status Change:				
<input type="checkbox"/> Accident				
Attach:				
1. Williamson County Fleet Incident/Crash/Vandalism Report				
2. The Official Accident Report				
3. A Vehicle Insurance / Litigation Release Form				
<input type="checkbox"/> High Mileage: List actual mileage _____				
<input type="checkbox"/> Not mechanically sound _____				
<input checked="" type="checkbox"/> Other: Explain Trade in / buy back.				
3) Elected Official/Department Head/Authorized Staff				
Print L.C. Marshall		Signature		Date 11/29/11

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 type="radio"/> SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation	<input type="radio"/> TRANSFER between county departments
<input checked="" type="radio"/> TRADE-IN for new assets of same general type for the county	Comments: _____
<input type="radio"/> SALE to a government entity / civil or charitable organization in the county at fair market value	Receiving Department: _____
<input type="radio"/> OTHER _____	Elected Official/Department Head/Authorized Staff or Donee-Representative: _____
	Print Name: _____
	Signature and Date: _____
	Contact name and Number: _____
2) <input type="checkbox"/> Vehicle Marked for Auction and moved to Auction Yard	
<input type="checkbox"/> Forward forms and reports to County Auditor's Office	
Print	Signature Date 11-30-2011



Williamson County

Vehicle Status Change Form

sent
12/16

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

1) Identify Vehicle:				
1HD1FMM12AB643371	Sheriff / 560			
Vehicle Identification Number	Department			
SE1022	Door Number			
XY3906	2010	Harley Davidson	FLHTP	White
License Plate Number	Year	Make	Model	Color
2) Reason for Status Change:				
<input type="checkbox"/> Accident				
Attach:				
1. Williamson County Fleet Incident/Crash/Vandalism Report				
2. The Official Accident Report				
3. A Vehicle Insurance / Litigation Release Form				
<input type="checkbox"/> High Mileage: List actual mileage _____				
<input type="checkbox"/> Not mechanically sound _____				
<input checked="" type="checkbox"/> Other: Explain Trade in / buy back.				
3) Elected Official/Department Head/Authorized Staff				
Print L.C. Marshall		Signature <i>[Signature]</i>		Date 11/29/11

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 type="radio"/> SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation	<input type="radio"/> TRANSFER between county departments
<input checked="" type="radio"/> TRADE-IN for new assets of same general type for the county	Comments: _____
<input type="radio"/> SALE to a government entity / civil or charitable organization in the county at fair market value	Receiving Department: _____
<input type="radio"/> OTHER _____	Elected Official/Department Head/Authorized Staff or Donee - Representative: _____
	Print Name: _____
	Signature and Date: _____
	Contact name and Number: _____
2) <input type="checkbox"/> Vehicle Marked for Auction and moved to Auction Yard	
<input type="checkbox"/> Forward forms and reports to County Auditor's Office	
Print <i>Mike Fox</i>	Signature <i>[Signature]</i> Date 11-30-2011



Williamson County

Vehicle Status Change Form

Sent
12/6

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

1) Identify Vehicle:

1HD1FMM19AB642590

Sheriff / 560

SE1019

Vehicle Identification Number

Department

Door Number

XY3904

2010

Harley Davidson

FLHTP

White

License Plate Number

Year

Make

Model

Color

2) Reason for Status Change:

☐ Accident

Attach:

1. Williamson County Fleet Incident/Crash/Vandalism Report
2. The Official Accident Report
3. A Vehicle Insurance / Litigation Release Form

☐ High Mileage: List actual mileage _____

☐ Not mechanically sound _____

☒ Other: Explain Trade in / buy back.

3) Elected Official/Department Head/Authorized Staff

Print L.C. Marshall

Signature

Date

11/29/11

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)

- ☐ SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation
- ☒ TRADE-IN for new assets of same general type for the county
- ☐ SALE to a government entity / civil or charitable organization in the county at fair market value
- ☐ OTHER _____

☐ TRANSFER between county departments

Comments: _____

Receiving Department: _____

Elected Official/Department Head/Authorized Staff or Donee - Representative: _____

Print Name: _____

Signature and Date: _____

Contact name and Number: _____

2) ☐ Vehicle Marked for Auction and moved to Auction Yard

☐ Forward forms and reports to County Auditor's Office

Print

Mike Fox

Signature

[Signature]

Date

11-30-2011



Williamson County

Vehicle Status Change Form

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12/16

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

1) Identify Vehicle:

1HD1FMM14AB642660

Sheriff / 560

SE1020

Vehicle Identification Number

Department

Door Number

XY3905

2010

Harley Davidson

FLHTP

White

License Plate Number

Year

Make

Model

Color

2) Reason for Status Change:

☐ Accident

Attach:

1. Williamson County Fleet Incident/Crash/Vandalism Report
2. The Official Accident Report
3. A Vehicle Insurance / Litigation Release Form

☐ High Mileage: List actual mileage _____

☐ Not mechanically sound _____

☒ Other: Explain Trade in / buy back.

3) Elected Official/Department Head/Authorized Staff

Print L.C. Marshall

Signature

Date

11/29/11

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)

☐ SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation

☐ TRANSFER between county departments

☒ TRADE-IN for new assets of same general type for the county

Comments: _____

☐ SALE to a government entity / civil or charitable organization in the county at fair market value

Receiving Department: _____

☐ OTHER _____

Elected Official/Department Head/Authorized Staff or Donee Representative: _____

Print Name: _____

Signature and Date: _____

Contact name and Number: _____

2) ☐ Vehicle Marked for Auction and moved to Auction Yard

☐ Forward forms and reports to County Auditor's Office

Print

Mike Fox

Signature

[Signature]

Date

11-30-2011