

Williamson County

Asset Status Change Form

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

- ☐ TRANSFER bet ween county departments
 ☐ DONATION to a non-county entity
☒ SALE at the earliest auction *
 ☐ DESTRUCTION due to Public Health / Safety
☐ TRADE-IN for new assets of similar type for the county
 ☐ SALE to a government entity / civil or charitable organization in the county at fair market value

Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1 PALLET	9 1/2 x 11 Computer Form Paper (approx. 59 boxes)			☐
		RECEIVED		☐
				☐
		OCT 30 2014		☐
				☐

Parties involved:
FROM (Transferor Department): ITS

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

Tammy McCulley

Tony Hill

Print Name

Print Name

Tammy McCulley

10/29/2014

943-3314

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:

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 _____

Williamson County

Asset Status Change Form

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- ☐ TRANSFER bet ween county departments
☒ SALE at the earliest auction *
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☐ DESTRUCTION due to Public Health / Safety
☐ SALE to a government entity / civil or charitable organization in the county at fair market value

Asset List:

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

Parties involved:
FROM (Transferor Department):

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

Print Name

Richard Sample

Print Name

Richard Sample

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:

RECEIVED

Print Name

Print Name

Signature

Date Phone Number

 AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

* 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
☐ TRADE-IN for new assets of similar type for the county
 ☐ SALE to a government entity / civil or charitable organization in the county at fair market value

Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
	Pallet of assorted copper pipe pieces			Working
10	remnant rolls of carpet			Working
1	remnant roll of sheet vinyl			Working
2	bags of flex duct & pipe bridges			Working
1	Aerohot food warmer - kitchen equipment	EP303M		Working

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

Gary Wilson

Print Name



Signature

October 28, 2014

Date

Contact Person:

Mike Hoff

Print Name

+1 (512) 943-1599

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.)

Print Name

Signature

Date

Print Name

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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Williamson County

Asset Status Change Form

Print Form

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- ☐ TRANSFER bet ween county departments
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 ☐ DESTRUCTION due to Public Health / Safety
☐ TRADE-IN for new assets of similar type for the county
 ☐ SALE to a government entity / civil or charitable organization in the county at fair market value

Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
2	wooden easel	N/A		Working
1	Reznor gas Highboy Heater	Model SCA150-6 1995		Working
7	Oak laminate door	N/A		Working
	Pallet of 5 gallon containers of assorted paints			Working
	Pallet of 1 gallon containers of assorted paints			Working

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

Gary Wilson

Mike Hoff

Print Name

Print Name

Signature

October 28, 2014

Date

+1 (512) 943-1599

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

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Williamson County

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 ☐ 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)
870	Inmate Pants (523), Inmate Shirts (347) -(See attached report)			Non-Working
268	Inmate Shoes			Non-Working
504	Inmate Towels			Non-Working
490	Inmate Mattress Covers			Non-Working
261	Inmate Blankets			Non-Working

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

Chief Deputy L.C. Marshall

Print Name

Signature

Contact Person:

LT. Chris Watts # 2801

Print Name

+1 (512) 943-1689

Phone Number

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

Print Name

Signature

Date

Print Name

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 Sheriff's Office
Corrections

The following assets are to be considered for destruction

<u>Item</u>	<u>Quantity</u>	<u>Condition</u>
Inmate Pants	523	Damaged, not repairable
Inmate Tops	347	Damaged, not repairable
Inmate Shoes	268	Damaged, not repairable
Inmate Towels	504	Damaged, not repairable
Inmate Blankets	261	Damaged, not repairable
Inmate Mattress Covers	490	Damaged, not repairable
THE ABOVE ITEMS		
HAVE BEEN RIPPED		
OR TORN BEYOND		
REPAIR		

Williamson County

Asset Status Change Form

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☒ 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	Sansui TV (See report)	s/n# 057910726704		Non-Working
1	Insignia TV	s/n# 8337EPS15226		Non-Working
1	Pyney TV	s/n# 2397LC15KT46H14974		Non-Working
1	RCA TV	s/n# 020220416		Non-Working
1	Emerson TV	s/n# V21241237		Non-Working

Parties involved:
FROM (Transferor Department): Williamson County Commissary Operating Account

Transferor - Elected Official/Department Head/
Authorized Staff:

Chief Deputy L.C. Marshall

Print Name

Signature

Contact Person:

Lt. Chris Watts # 2801

Print Name

+1 (512) 943-1689

Date Phone Number

PROCEEDS FROM SALE
OF ITEMS TO BE
SENT TO CO. JAIL
COMMISSARY

RECEIVED

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.)

Print Name

Signature

Contact Person:

Print Name

Date Phone Number

CLERK'S OFFICE
WILLIAMSON COUNTY, TEXAS

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

The following assets are to be considered for sale at the earliest auction

**THE FOLLOWING TV'S TURN ON
BUT SOME OF THE BUTTONS
DO NOT WORK AND THE
PICTURE IS FADING**

Williamson County

Asset Status Change Form

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

Asset List:

Duplicated on attached sheet

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
151	511 Tactical Pants-(See attached report)			Non-Working
104	S/S Tactical Shirts (96), L/S Tactical Shirts (8)			Non-Working
37	Class A Pants (9), Class A Shirts (2), Class B Shirts (26)			Non-Working
17	Ballcaps (11), Wind Breakers (6),			Non-Working
20	L/S Medic Shirts (3), S/S Medic Shirts (9), Blue Clerk Shirts (8)			Non-Working

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

Chief Deputy L.C. Marshall

Print Name

Signature

Contact Person:

LT. Chris Watts # 2801

Print Name

+1 (512) 943-1689

Date Phone Number

RECEIVED

OCT 29 2014

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.)

Print Name

Signature

Print Name

Date Phone Number

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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

Williamson County Sheriff's Office
Corrections

The following assets are to be considered for sale at the earliest auction

<u>Item</u>	<u>Quantity</u>	<u>Condition</u>
511 Tactical Pants	151	Not Suitable for Re-issue-Insignias Removed
S/S Tactical Shirts	96	Not Suitable for Re-issue-Insignias Removed
L/S Tactical Shirts	8	Not Suitable for Re-issue-Insignias Removed
Class A Pants	9	Not Suitable for Re-issue-Insignias Removed
Class A Shirts	2	Not Suitable for Re-issue-Insignias Removed
Ballcaps	11	Not Suitable for Re-issue-Insignias Removed
Class B Shirts	26	Not Suitable for Re-issue-Insignias Removed
Wind Breakers	6	Not Suitable for Re-issue-Insignias Removed
Blue Clerk Shirts	8	Not Suitable for Re-issue-Insignias Removed
L/S Medic Shirts	3	Not Suitable for Re-issue-Insignias Removed
S/S Medic Shirts	9	Not Suitable for Re-issue-Insignias Removed

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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)
	Dell Computers, TVs , Cameras, Video Cassette recorder,	See attached report		Non-Working
	File Cabinets, Yellow mop ringers, 1 Grey desk, 1 Avaya phone,			Non-Working
	Laminator, Surge Protector, Dell mouse, Palmcorder,			Non-Working
	Key holder, Radio holder, Handcuff case, Glove pouch, Earpieces			Non-Working
	Radio wall charger, Mini Maglite Glashlights, Rescue hook holders			Non-Working

Parties involved:**FROM** (Transferor Department): Williamson County Jail (570)**Transferor - Elected Official/Department Head/****Authorized Staff:****Contact Person:**

Chief Deputy L.C. Marshall

LT. Chris Watts # 2801

Print Name

Print Name




+1 (512) 943-1689

Signature

Date Phone Number

RECEIVED

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

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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**Williamson County Sheriff's Office
Corrections**

The following assets are to be considered for sale at the earliest auction

<u>Item</u>	<u>Quantity</u>	<u>Condition</u>	<u>Manufacturer ID #</u>	<u>County ID</u>
Key Holder	2	Non-Working		
Radio Holder	6	Non-Working		
Handcuff Case	4	Non-Working		
Glove Pouch	6	Non-Working		
Earpieces	2	Non-Working		
Radio Wall Charger	2	Non-Working		
Mini Maglite Flashlight	2	Non-Working		
Rescue Hook Holders	3	Non-Working		
Laminator	1	Non-Working	s/n# SF36551H	
Smart Power Surge Protector	1	Non-Working	s/n # 62017545	
Panasonic Video Camera	1	Non-Working	s/n#H1TDOO101	BC# 3109
Panasonic Video Camera	1	Non-Working	s/n# H1TDOO102	BC# 3110
Avaya Phone	1	Non-Working		
Dell Mouse	2	Non-Working		
Grey Desk	1	Non-Working		
4 Drawer Grey File Cabinet	1	Non-Working		
4 Drawer Black File Cabinet	2	Non-Working		
4 Drawer Tan File Cabinet	1	Non-Working		
4 Drawer White File Cabinet	1	Non-Working		A10711
Panasonic Palmcorder	1	Non-Working	s/n# C8WA1450	
Emerson Video Cassette Recorder	1	Non-Working	s/n# U43210298	
Yellow Mop Ringers	11	Non-Working		
Dell Optiplex 740	1	Non-Working	s/n# 969RXF1	
Dell Optiplex 740	1	Non-Working	s/n# 169RXF1	
Dell Optiplex 740	1	Non-Working	s/n# 3CHJLC1	
Dell Optiplex 740	1	Non-Working	s/n# 15TQGC1	
Dell Optiplex GX520	1	Non-Working	s/n# J223S91	
Dell Optiplex GX520	1	Non-Working	s/n# 5N07M81	
Dell Optiplex GX520	1	Non-Working	s/n# 824D1C1	
Dell Optiplex GX520	1	Non-Working	s/n# C24D1C1	
Dell Dimension 4700	1	Non-Working	s/n# 2JRL461	
Dell Latitude D630	1	Non-Working	s/n# 9GTJZD1	
Dell Latitude E5400	1	Non-Working	s/n# 5PR57L1	
Dell Latitude D620	1	Non-Working	s/n# BWL41C1	
Dell XFR D630	1	Non-Working	s/n# J8R4HH1	
Dell Optiplex GX1	1	Non-Working	s/n# 77U7L	
Dell Dimension 4600	1	Non-Working	s/n# 6SFBJ31	



MEMORANDUM

Williamson County Sheriff's Office *Corrections*

TO: Captain Pohluda
FROM: Lt. Christopher T. Watts
DATE: 10/15/2014
SUBJECT: Auction Items

The following items are for Auction:

1. Computers (15) in total are working but have been replaced on IT recommendation.
2. The yellow mop rings (11) are working but are cracked and some do not close all the way.
3. The file cabinets (5) are working some doors are bent and some don't lock closed.
4. The Video Cameras (2) and Video Recorders (2) are working but they are missing buttons and they do not hold a complete charge.
5. The Key holders (2); Radio holder (6); Handcuff cases (4) and Glove pouches (6) are ripped beyond repair.

Williamson County

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Asset List:

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1	Dell Optiplex 780	6WL8KQ1		☐
				☐
				☐
				☐
				☐

Parties involved:
FROM (Transferor Department): Auction

Transferor - Elected Official/Department Head/
Authorized Staff:

Print Name

Signature

Contact Person:

Tony Hill

Print Name

943-3314

Phone Number

10/23/2014

Date

RECEIVED

OCT 23

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

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

Print Name

Signature

Contact Person:

Tony Hill

Print Name

943-3314

Phone Number

10/23/2014

Date

 AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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

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Asset List:

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	Please see attached list			☐
				☐
				☐
				☐
				☐

Parties involved:
FROM (Transferor Department): Auction

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

Tony Hill

Print Name

Signature

10/21/2014

Date

Contact Person:

Tony Hill

Print Name

943-3314

Phone Number

RECEIVED

OCT 24 2014

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS
TO (Transferee Department/Auction/Trade-in/Donor): Juvenile Services

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

JOHN PELLER

Print Name

Signature

Contact Person:

Kory Capps

Print Name

Phone Number

10/22/14

Date

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<u>Qty</u>	<u>Item</u>
6	gray stackable chairs
1	gray rolling chair
1	small metal table
1	5-drawer file cabinet
1	desk w/ return
1	dark wood desk
1	projector screen
2	red chairs
1	small bookshelf

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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	HP Laserjet 4000N printer		100076	working
2	Dell Computer ^{inter} GX520 optiflex	6JH5N81, 2JH5N81		working
1	EMERSON VHS TV			Working
2	Storage shelves			working
	More items attached →			

Parties involved:
FROM (Transferor Department): Human Resources

RECEIVED

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

Tara Raymore

Aaron Alderman

Print Name

Print Name

Signature

Date

+1 (512) 943-1533

Phone Number

 AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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

Date

Phone Number

Tony Hill - Auction

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

1 TV Stand

1 File Cabinet (3 Drawers High)

1 Wooden Desk Top piece

1 Wooden Desk bottom

3 Computer monitors (Dell)

1 3m Overhead projector (Transparency Slide)

2 Boxes of basic calculators

1 Sign Stand

1 Paper display stand

1 Tape recorder with microphone

1 Sign organizer

5 Keyboards

10 File storage organizers (desktop)

1 Canon Cassette – NP7130

Various plastic storage units for paper (desktop type)

Various travel bags.



Williamson County Vehicle Status Change Form

12/007 14 415

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

1) Identify Vehicle:

A6500995

510

PK0527

Vehicle Identification Number

Department

Door Number

N/A

2005

SCAG

TURF TIGER

ORANGE

License Plate Number

Year

Make

Model

Color

2) Reason for Status Change:

☐ Accident

Received: 1. Williamson County Fleet Incident/Crash/Vandalism Report

2. The Official Accident Report

3. A Vehicle Insurance / Litigation Form

☐ High Mileage: List actual mileage _____

☒ Not mechanically sound _____

☐ Other: Explain _____

3) Elected Official/Department Head/Authorized Staff

Print Name

Randy Bell

Signature

Date October 23, 2014

To be completed by **Fleet Services Manager:**

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

Print Name

R. Rodgers

Signature

Date

10-24-14

To be completed by **Human Resources Analyst:**

All applicable accident paperwork has been received and there is no litigation pending on this unit. It has been cleared for retirement.

HR Release Authorization:

To be completed by **Budget Office** (only for transfers):

Transfer has been reviewed and approved:

Signature: _____

All forms must be routed to the County Auditor's Office once the final authorization and approval have been received.