

# Williamson County

## Asset Status Change Form

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

- ☐ TRANSFER bet ween county departments  
☒ SALE at the earliest auction \*  
☐ TRADE-IN for new assets of similar type for the county
- ☐ DONATION to a non-county entity  
☐ 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	Wood desk w/return			<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

### Parties involved:

FROM (Transferor Department): ITS

Transferor - Elected Official/Department Head/  
Authorized Staff:

Tammy McGulley  
Print Name

Contact Person:

Tony Hill  
Print Name

Tammy McGulley  
Signature

1-6-17 943-3314  
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.)

RECEIVED  
Print Name

Contact Person:

Tony Hill  
Print Name

JAN - 9 2017  
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.

## 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 \_\_\_\_\_

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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 Monitor (replaced with larger monitor)	CN-OX876H-72872-8CO-OVKL		Working
1	Lacie DVD Duplicator	1228808260051ER	02134	Non-Working
3	Logitech & Dell Keyboard (missing USB)			Non-Working
1	Dell Monitor (replaced with larger monitor)	CN-OYVG53-72872-01T-1HRU		Working
1	HP Color LaserJet CP1518ni (replaced with lease)	8LYR382		Working

### Parties involved:

**FROM** (Transferor Department): 560 - Sheriff's Office

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

*Tim Ryle*

Print Name

*Tim Ryle*

Signature

*1/10/17*

Date

**Contact Person:**

*Peggy Braun*

Print Name

*512-943-1312*

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

**Contact Person:**

**RECEIVED**

Print Name

**JAN 11 2017**

Date Phone Number

**AUDITOR'S OFFICE  
WILLIAMSON COUNTY, TEXAS**

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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 Officejet 6100 (replaced with lease)	CN3373RGJK		Working
1	HP 4200n (replaced with lease)		100160	Working
				Non-Working
				Working
				Working

**Parties involved:**
**FROM** (Transferor Department): 560 - Sheriff's Office

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

Print Name

Print Name

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

Signature

Date

Phone Number

RECEIVED

JAN 11 2017

AUDITOR'S OFFICE

WILLIAMSON COUNTY, TEXAS

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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 Optiplex 740 Computer	46TH9K1		

### Parties involved:

**FROM** (Transferor Department): Commissioner Precinct #4

**Transferor - Elected Official/Department Head/**

**Authorized Staff:**

**Contact Person:**

*Pete Correa*  
Print Name

Pete Correa

Print Name

*Pete Correa*  
Signature

*1-11-17-512 846 1134*  
Date 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:**

RECEIVED

Print Name

Print Name

Signature

Date Phone Number

JAN 12 2017

AUDITOR'S OFFICE

WILLIAMSON COUNTY, TEXAS

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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	Rapid Print Time Stamp	511031		Non-Working <input type="checkbox"/>
1	lamp			Non-Working <input type="checkbox"/>
1	Dell Monitor	CN-0DC323 71618-676-AEF9		Working <input type="checkbox"/>
2	Countertop shelves			Working <input type="checkbox"/>
1	2 file office desk			Non-Working <input type="checkbox"/>

### Parties involved:

**FROM** (Transferor Department): Williamson County Constable Pct. 3

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

**Contact Person:**

Theresa Lock  
Print Name

Theresa Lock

[Signature]  
Signature

Print Name

Signature

Date

Phone Number

1-12-17 512-943-1436

**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

**JAN 12 2017**

Signature

Date

Phone Number

**AUDITOR'S OFFICE  
WILLIAMSON COUNTY, TEXAS**

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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	Speaker Bar	CN 0C730C-71623-196-3317511031		Working <input type="checkbox"/>
1	Dell hard drive	PSTP Tracking P02006		Working <input type="checkbox"/>
1	Dell Keyboard	CN 05P02F-71581-161-06E0A01		Working <input type="checkbox"/>
1	Brother Scanner	U62901G2F200276		Working <input type="checkbox"/>
1	Docking Station	CF-VEB272A2W		Working <input type="checkbox"/>

**Parties involved:**
**FROM** (Transferor Department): Williamson County Constable Pct. 3

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

Theresa Lock

Theresa Lock

Print Name

Print Name

Theresa Lock

1-12-17

512-943-1436

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

JAN 12 2017

Signature

Date Phone Number

 AUDITOR'S OFFICE  
WILLIAMSON COUNTY, TEXAS

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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 Printer	CN-0JFT87-72211-154-0057		Working <input type="checkbox"/>
1	Avaya Desk Phone	SN-04GM38012127		Working <input type="checkbox"/>
				Working <input type="checkbox"/>
				Working <input type="checkbox"/>
				Working <input type="checkbox"/>

### Parties involved:

**FROM** (Transferor Department): Williamson County Constable Pct. 3

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

**Contact Person:**

Theresa Lock  
Print Name

Theresa Lock

Print Name

Print Name

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

JAN 12 2017

AUDITOR'S OFFICE

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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)
	SEE ATTACHMENT "A"			<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

**Parties involved:**FROM (Transferor Department): DISTRICT ATTORNEY 440
 Transferor - Elected Official/Department Head/  
 Authorized Staff:

Contact Person:

GRACE FRIASGRACE FRIAS

Print Name

Print Name

Grace Frias1-9-2017 512-943-1237

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

**JAN 11 2017**

Signature

Date Phone Number

**AUDITOR'S OFFICE**  
**WILLIAMSON COUNTY, TEXAS**

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**WILLIAMSON COUNTY**  
**ASSET STATUS CHANGE FORM**  
DISTRICT ATTORNEY  
ATTACHMENT "A"

<u>Asset List for Auction</u>	<u>Condition</u>
1. Nine (9) rolling desk chairs of various colors and styles.....	non-functional
2. Three (3) metal, 2 drawer cabinets, tan in color – approx. 30 inches tall.....	functional
3. One (1) small wooden computer station .....	non-functional
4. Various metal shelving components, grey in color .....	unknown
5. One (1) 6-door metal file cabinet, tan in color – approx. 6 feet tall.....	functional
6. One (1) 5-door metal cabinet, brown and green in color – approx. 5 feet tall...	functional
7. One (1) 5-door metal cabinet, tan in color – approx. 6 1/2 feet tall.....	functional
8. One (1) GE 42 cup coffee maker.....	unknown
9. Two (2) Lucent Desk Telephones, serial # 97A550000879.....	unknown
989T33007540.....	unknown
10. One (1) HP Photosmart Premium Series C309 – serial # MY02M67284.....	unknown
11. One (1) Lexmark E260dn Laser Printer, serial # 728DPER .....	non-functional
12. Two (2) Mister Coffee, coffee makers /pots .....	unknown
13. Three (3) stationary chairs blue/grey in color.....	functional
14. Two (2) toner cartridges, FO-47DR & FO-50ND (in box).....	unknown
15. One (1) Galaxy box fan .....	non-functional
16. One (1) wooden table, approx. 5 feet long.....	functional
17. One (1) Pyramid Quartz Wall Clock.....	non-functional
18. One (1) Logitech Keyboard , C/N # 01733.....	unknown
19. One (1) Fabricated 3 Ft by 3 Ft mail slot box.....	Functional

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8	CABINET,GRAY STEEL, 11 DRAWER			Working
1	DESK,GREEN METAL, 6 DRAWER			Working
1	BOARD, DRY ERASE, 3X2			Working
2	BOXES OF USED OFFICE SUPPLIES			Working

**Parties involved:**FROM (Transferor Department): FLEET SERVICES / 882
**Transferor - Elected Official/Department Head/  
Authorized Staff:**

EDWARD POSPISIL

Print Name

Signature

**Contact Person:**

SAME

Print Name

+1 (512) 943-3343

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

Signature

**Contact Person:**

Print Name

Phone Number

RECEIVED

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WILLIAMSON COUNTY, TEXAS

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