

MEMORANDUM

DATE: January 12, 2021
TO: Kenton County Fiscal Court
FROM: Holly Hill, Purchasing Manager
RE: **Surplus**

The Kenton County Purchasing Department is requesting permission from the Kenton County Fiscal Court to surplus various items for the Kenton County Public Works Department. These items are either going to be scrapped or sold on GovDeals.com.

This recommendation was discussed and confirmed by Director of Public Works, Nick Hendrix.

Kenton County Fiscal Court



EXCESS AND SURPLUS PROPERTY DISPOSAL FORM

Purpose: Use this form to report all equipment that is excess to your department's needs. After approval, this form will be forwarded to all department heads for review to determine if the excess property can be used in another department. If after 2 weeks no other department expresses interest in the equipment, it will be listed as Surplus Property and will need to be sold via bidding on GovDeals.

Department: KENTON COUNTY PUBLIC WORKS		420 INDEPENDENCE STATION RD INDEPENDENCE KY, 41051		
Contact: SCOTT MCCLAIN		Phone: 859-392-1930		
Asset Number / Inventory Tag Number	Description	Condition	Approximate Age	Special Notes and Recommendation (Scrap / Surplus)
N/A	Yamaha Golf Cart Wheels	FAIR	unknown	SURPLUS/GOVDEALS
N/A	Lot of 20 Automotive tires	POOR	8 YEARS	SURPLUS/TRASH
N/A	DIESEL FUEL REEL	POOR	25+ YEARS	SURPLUS/SCRAP
2301	Craftsman Tool Box with tools	POOR	20+ YEARS	SURPLUS/GOVDEALS
N/A	Oil/Fuel Filters	POOR	10+ YEARS	SURPLUS/TRASH
N/A	MISC STARTER MOTORS	POOR	15+ YEARS	SURPLUS/SCRAP
N/A				
N/A				
Department Head 		Recommended Disposition AS PER ABOVE		
Approval Signatures If Fleet maintained equipment, Fleet Services must approve removal from service		Recommended Disposition		
If Computer or other electronic equipment, IT must approve removal from service		Recommended Disposition		
Treasurer				
County Judge / Executive				

Return completed form to Purchasing Manager in Treasurer's Office