

MEMORANDUM

DATE: November 8, 2022
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 55 Gallon 5w30 Motor Oil due to incorrect API rating for current equipment for the Kenton County Fleet Department. This item is going to be sold on GovDeals.com.

This recommendation was discussed and confirmed by Public Works Director, 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	55 GALLON 5W30 MOTOR OIL	NEW	1-2 YEARS	SURPLUS GOV DEALS
				SELLING DUE TO INCORRECT API RATING FOR CURRENT EQUIPMENT*
Approval Signatures		Department Head		Recommended Disposition
If Fleet maintained equipment, Fleet Services must approve removal from service		10/25/22		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