

# 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.

<b>Department:</b>  Technology Services		<b>Current Location:</b>  1840 Simon Kenton Way		
<b>Contact:</b>  Jessica Ramsey		<b>Phone:</b>  859-392-1474		
Asset Number / Inventory Tag Number	Description	Condition	Approximate Age	Special Notes and Recommendation (Scrap / Surplus)
2CE3101X60	HP ProBook 4540s	poor	6+ years	Scrap
5CG8102HB6	HP ProBook 655 G3	poor	6+ years	Scrap
CNU346CYLF	HP ProBook 650 G1	poor	6+ years	Scrap
MXL8162CP7	HP EliteDesk 800 G3 TWR	poor	6+ years	Scrap
MXL8162CPK	HP EliteDesk 800 G3 TWR	poor	6+ years	Scrap
2UA537249P	HP EliteDesk 800 G1 SFF	poor	6+ years	Scrap
MXL82925ND	HP PRODESK 600 G3	poor	6+ years	Scrap
MXL9522YL2	HP PRODESK 600 G5	poor	6+ years	Scrap
MXL8141XGK	HP PRODESK 600 G3	poor	6+ years	Scrap
2UA7252D41	HP PRODESK 600 G3	poor	6+ years	Scrap
2UA7252GJ5	HP PRODESK 600 G3	poor	6+ years	Scrap
MXL82925NZ	HP PRODESK 600 G3	poor	6+ years	Scrap
2UA7372WVZ	HP PRODESK 600 G3	poor	6+ years	Scrap
MXL9522YK6	HP PRODESK 600 G3	poor	6+ years	Scrap

12WF3W2	DELL PRECISION 5820	poor	6+ years	Scrap
2CE3101X60	Probook 4540s	poor	6+ years	Scrap
CNU346CYLF	Probook 650	poor	6+ years	Scrap
Department Head		<i>Jemica Rauscy</i>		Recommended Disposition Scrap
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 <i>Scrap</i>
Treasurer				
County Judge / Executive				

Return completed form to Purchasing Manager in Treasurer's Office