

MEMORANDUM

DATE: August 25, 2020
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 a 1994 Ford E-250 Van for the Kenton County Police Department. This item will be sold on GovDeals.com.

This recommendation was discussed and confirmed by Kenton County Lieutenant Colonel, Scott Hardcorn.

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 be sold in the annual auction held at Fleet Services.

Department: Kenton County Police		Current Location: 11777 Madison Pike		
Contact: Chief Spike Jones or Ellen Richter		Phone: 859-392-1940		
Asset Number / Inventory Tag Number	Description	Condition	Approximate Age	Special Notes and Recommendation (Scrap / Surplus)
1FTFE24H5RHA75685	1994 Ford E-250 Van	Used	26 years	Van was purchased with Asset Forfeiture Funds. Proceeds from sale through Govdeals.com should be placed back into the State Asset Forfeiture account 5105 57525.
Approval Signatures		Department Head 	Recommended Disposition See Above	
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