



DATE: May 7, 2013  
AGENDA ITEM NO. 9.

Consent Agenda ☒

Regular Agenda ☐

Public Hearing ☐

County Administrator's Signature

**Subject:**

Declare Surplus and Authorize the Sale of Miscellaneous County-Owned Equipment.

**Department:**

Real Estate Management

**Staff Member Responsible:**

Paul S. Sacco, Director

**Recommended Action:**

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) DECLARE SURPLUS AND AUTHORIZE THE SALE OF THE ATTACHED LISTS OF MISCELLANEOUS EQUIPMENT.

**Summary Explanation/Background:**

Determination has been made that the usefulness of the listed miscellaneous equipment to County operations has been exhausted. Excluding any interested governmental agencies these assets are to be liquidated through public auction conducted by GovDeals.com under provisions of the existing approved contract.

On December 21, 2012, Real Estate Management distributed to Suwannee County Board of County Commissioners, per Board approved resolution on March 18, 2003, a Notice of Surplus Equipment. As of this writing there has been no interest in the surplus equipment expressed by Suwannee County.

On December 21, 2012, Real Estate Management distributed to Interested Governmental Units, Board Dependent Districts, and all Department Directors under the jurisdiction of the Board of County Commissioners, Constitutional and other Elected Officials, and other Departments, a Notice of Surplus Equipment.

On January 09, 2013, Real Estate Management distributed to Social Action Funding entities, a Notice of Surplus Equipment.

**Fiscal Impact/Cost/Revenue Summary:**

Revenues derived from Surplus sales vary each auction.

**Exhibits/Attachments Attached:**

Contract Review Transmittal Slip  
Asset Inventory Reports

CATS # 71994**CONTRACT REVIEW TRANSMITTAL SLIP**

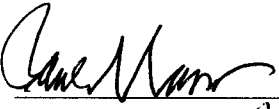


**PROJECT:** Declare Surplus and Authorize Sale of Miscellaneous County-Owned Equipment - Auction 12  
**ESTIMATED REVENUE/EXPENDITURE:**

**TYPE:** (X) Auction ( ) Donation \$0.00  
 ( ) Sale ( ) Other (Circle appropriate choice above.)

In accordance with the policy guide for Contract Administration, the attached documents are submitted for your review and suggested comments and/or changes.

- *To assist other reviewers in this process, please mark your comments and/or suggested changes directly upon the document itself in INK.*
- *So that we can correctly identify which are your comments on this form, please indicate the page numbers that correspond to your suggested changes and/or comments.*

Upon completion of your review, please complete the Contract Review Transmittal Slip below and call Andrew Pupke, ext. 43237 so that it can be picked up and taken to the next Review Authority on the list.

<u>Review Authority</u>	<u>Review Date</u>	<u>Review Signature</u>	<u>Corres. Pg. #s to Document</u>	<u>Comments Included/Addressed (Date)</u>
Real Est. Mgmt. (Paul S. Sacco)	<u>3/28/13</u>	<u></u>		
Finance (Anne Lawler)	<u>4/2/13</u>	<u></u>		
Legal (Michael Zas)	<u>4/2/13</u>	<u>M Zas</u>		
County Admin. (Mark Woodard)	<u>4/3/13</u>	<u></u>		

Please return to Real Estate Management Department, Facility Planning Division  
 All inquiries should be made to Andrew Pupke at telephone extension 43237.

### Asset Inventory Report by Auction Number & Pallet ID

**Book : PIN\_EXPENSE**

Report Date : 22-MAR-2013 09:43

**Auction Number : 383**

**Department :** RealEstate

**Division : FacPlan**

Page 1 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
001	0001	361520	P383001	57040 - Box of misc. UPS(1 pallet)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
002	0001	361520	P383002	57041 - Box of misc.Wire/Cables(1 Pallet)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
003	0001	361520	P383003	57042 - box of misc.UPS (1 Pallet)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
004	0001	361520	P383004	57043 - Box of misc.Keyboards(1 Pallet)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
005	0001	361520	P383005	57044 - Box of misc. wires/cables(1 Pallet)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100

**Book :** PIN\_EXPENSE  
**Auction Number :** 383  
**Division :** FacPlan

**Department :** RealEstate

Division : FacPlan

Page 2 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
006	0001	361520	P383006	57045 - box of misc. computer cables(1 pallet)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
007	0001	361520	P383007	57046 - Box of misc.Computer cables(1 Pallet)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
008	0001	361520	P383008	57047 - A/V cabinets w/electric hook up(2)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
009	0001	361520	P383009	57048 - A/V cab. w/elect.hook up(1)cabinet(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
010	0001	361520	P383010	57049 - Copier,Canon ImageRunner 5000	DA48612			0.01	0.01
Total By Pallet ID :								0.0100	0.0100

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**Department :** RealEstate

**Division : FacPlan**

Page 3 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
011	0001	361520	P383011	57050 - Copier, Canon ImageRunner 5000	DA48246			0.01	0.01
Total By Pallet ID :								0.0100	0.0100
012	0001	361520	P383012	57051 - Copier, Canon ImageRunner 5000	DA48535			0.01	0.01
Total By Pallet ID :								0.0100	0.0100
013	0001	361520	P383013	57052 - Copier, Canon ImageRunner 5000	DA48520			0.01	0.01
Total By Pallet ID :								0.0100	0.0100
014	0001	361520	P383014	57053 - Xerox Toner Cartridges (1 pallet)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
015	0001	361520	P383015	57054 - HP Toner cartridges (1 Pallet)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100

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Division : FacPlan

Page 4 of 25

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016	0001	361520	P383016	57055 - Monitors,Dell(6),HP(7)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
017	0001	361520	P383017	57056 - Printers(10)Labelers(18)switch(1) monitor(1)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
018	0001	361520	P383018	57057 - Monitors Dell(9) Gateway (15)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
019	0001	361520	P383019	57058 - TV's(3)Camera(1)Slide projector(1)VHS tapes				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
020	0001	361520	P383020	57059 - Samsung TV,monitors(3)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100

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Page 5 of 25

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021	0001	361520	P383021	57060 - Receipt printers,Epsom(15)Ithica(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
022	0001	361520	P383022	57061 - Printers(8)Gateway CPU(10)HP/compaq(2)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
023	0001	361520	P383023	57062 - Printers(14)scanner(3)projector(2 )misc items(5)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
024	0001	361520	P383024	57063 - Copier Canon ImageRunner 5000	DA48586			0.01	0.01
Total By Pallet ID :								0.0100	0.0100
025	0001	361520	P383025	57064 - CPU(6)PSC(2)timestamps(3)tv(1)mis c.items(2)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100

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Page 6 of 25

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026	0001	361520	P383026	57065 - Server(1)Tape drive(3)UPS(3)D-link(1)misc(3)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
027	0001	361520	P383027	57066 - Cpu(4)monitors(5)printer(3)scanne r(2)misc item(2)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
028	0001	361520	P383028	57067 - printers(4)Monitors(2)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
029	0001	361520	P383029	57068 - Printers(8)scanner(1)CD writer(1)misc.items(3)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
030	0001	361520	P383030	57069 - Monitors Dell(14)Hp CRT(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100



Division : FacPlan

**Department :** RealEstate

Page 7 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
031	0001	361520	P383031	57070 - Box of misc.cable & wire (1 pallet)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
032	0001	361520	P383032	57071 - Printers(11)Fax(2)Copier(1)CRT(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
033	0001	361520	P383033	57072 - Printers(5) UPS(3)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
034	0001	361520	P383034	57073 - Typewriters IBM(12)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
035	0001	361520	P383035	57074 - Monitors(4)Pager system(1)TV(1)misc items(7)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
036	0001	361520	P383036	57075 - Dell monitors(10)All-in- ones(5)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100

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**Auction Number : 383**

**Department :** RealEstate

Division : FacPlan

Page 8 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
037	0001	361520	P383037	57076 - Fax(4) Printer(2) CPU(2) type writer(3)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
038	0001	361520	P383038	57077 - Dell CPU(14)All-in- ones(7)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
039	0001	361520	P383039	57078 - Printers(3) CRT(2) Projector(1) misc items(9)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
040	0001	361520	P383040	57079 - Dell CPU(14) Gateway(1) Dell All-in- ones(3) proj(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
041	0001	361520	P383041	57080 - Monitors(3) VCR(3) Printers(4) misc. items(8)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100

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**Auction Number : 383**

**Department :** RealEstate

**Division : FacPlan**

Page 9 of 25

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042	0001	361520	P383042	57081 - Dell CPU(12)Monitors Dell(6)Gateway(2)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
043	0001	361520	P383043	57082 - Cash drawers(11)rolling files(3)misc.items(17)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
044	0001	361520	P383044	57083 - Dell Server Cabinet(1)	BQY0P21			0.01	0.01
Total By Pallet ID :								0.0100	0.0100
045	0001	361520	P383045	57084 - Dell Server Cabinet(1)	CQY0P21			0.01	0.01
Total By Pallet ID :								0.0100	0.0100
046	0001	361520	P383046	57085 - TV(2)TV/VCR(1)CRT(2)Modulator(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
047	0001	361520	P383047	57086 - Monitors Dell(6)HP(2)Gateway(3)Samsung(4)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100

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**Division : FacPlan**

Page 10 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
048	0001	361520	P383048	57087 - Dell Laptops(30)Power supply(15)docks(23)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
049	0001	361520	P383049	57088 - Dell Laptops(23)Docks(18)power supplies(1 box)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
050	0001	361520	P383050	57089 - Dell Laptops(16)Docks(16)pwr.Supply(1 Box)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
051	0001	361520	P383051	57100 - Dock.stations(1 box)pwr.supplies(1 box)monitor(2)laptop bags(4)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
052	0001	361520	P383052	57101 - Flow mtr(2)chart rec(1)monitor(2)misc.items(12)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100

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**Auction Number : 383**

**Department :** RealEstate

**Division : FacPlan**

Page 11 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
053	0001	361520	P383053	57102 - Box misc.Cables(1 pallet)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
054	0001	361520	P383054	57103 - UPS(12)Hubs(4) Card reader(1)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
055	0001	361520	P383055	57104 - Dell Desk top CPU(16)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
056	0001	361520	P383056	57105 - monitor(8)printer(3)hub(2)laptop(1)misc.items(3)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
057	0001	361520	P383057	57106 - Box UPS' (1 pallet)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
058	0001	361520	P383058	57140 - File cabinets(12)cubicle boxes				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100

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**Auction Number : 383**

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Division : FacPlan

Page 12 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
059	0001	361520	P383059	57141 - File cabinets(24Book case(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
060	0001	361520	P383060	57142 - File cabinets(27)book case(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
061	0001	361520	P383061	57143 - Desk(5)carts(3)Lg chalk brd(1)Lg.conf.table(1)Misc items(7)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
062	0001	361520	P383062	57144 - File cabinets(14)book case(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
063	0001	361520	P383063	57145 - Microfiche cab(4)file cab(6)Projector screen(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100

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**Auction Number : 383**

**Department :** RealEstate

**Division : FacPlan**

Page 13 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
064	0001	361520	P383064	57146 - Microfiche cab(6)file cab(3)overhd bins(6)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
065	0001	361520	P383065	57147 - file cabinet(10)Media cart(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
066	0001	361520	P383066	57148 - File cabinet(14)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
067	0001	361520	P383067	57149 - Mail box(6)file cabinet(5)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
068	0001	361520	P383068	57150 - File cab(15)table(1)Desk(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100

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**Division : FacPlan**

Page 14 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
069	0001	361520	P383069	57151 - Metal cabinets(8)overhead cab(7)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
070	0001	361520	P383070	57152 - file cab(22)Drafting table(4)desk(2)table(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
071	0001	361520	P383071	57153 - File cab(8)Server cab(3)Desk(1)Table(2)Hutch(2)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
072	0001	361520	P383072	57154 - File cab(4)Desk(2)Hutch(2)Storage cab(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
073	0001	361520	P383073	57155 - File cab(4)TV cab(1)desk(2)misc items(3)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100



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**Division : FacPlan**

Page 15 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
074	0001	361520	P383074	57156 - File cab(9)overhd cab(5)Podium(1)Misc items(18)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
075	0001	361520	P383075	57107 - Cubicle bins (14 pallets)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
076	0001	361520	P383076	57108 - Sarlo Mower Model #826 I/C				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
077	0001	361520	P383077	57109 - Tolling motors(2) Drill press(1)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
078	0001	361520	P383078	57110 - pwr.trim Edger(1)lazyboy tiller(1)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
079	0001	361520	P383079	57111 - Drill press(1)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100

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**Division : FacPlan**

Page 16 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
080	0001	361520	P383080	57115 - water heaters(2)shop sink(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
081	0001	361520	P383081	57116 - Misc.outdoor lights (2 pallets)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
082	0001	361520	P383082	57117 - Auger(1)reels(3)scale(1)misc.tools(1 box)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
083	0001	361520	P383083	57118 - Fogger(1)Welding helmet(1)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
084	0001	361520	P383084	57119 - Misc A/C parts & belts(1 pallet)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100

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**Auction Number : 383**

**Department :** RealEstate

**Division : FacPlan**

Page 17 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
085	0001	361520	P383085	57120 - mop buckets(2)barrel containers(2)mop handles(2)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
086	0001	361520	P383086	57121 - Misc.equipment parts(1 box)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
087	0001	361520	P383087	57122 - Battery back up model #1315(1)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
088	0001	361520	P383088	57123 - pallet jack (1)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
089	0001	361520	P383089	57157 - Table saw JET 10"(1)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
090	0001	361520	P383090	57158 - Table saw RYOBI 10"(1)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100

**Book : PIN\_EXPENSE**

Number : 383

**Department :** RealEstate

Division : FacPlan

Page 22 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
112	0001	361520	P383112	57194 - Used fire extinguishers(2 pallets)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
113	0001	361520	P383113	57195 - File cab(7)Book shelf(2)Hutch(3)misc.item(6)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
114	0001	361520	P383114	57196 - File cab(16)desk(2)Misc items(3)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
115	0001	361520	P383115	57197 - File cabinets(21)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
116	0001	361520	P383116	57198 - File cab(6)overhead cabinets(14)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
117	0001	361520	P383117	57199 - Traulsen Comm.Fridge (1)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100

### Asset Inventory Report by Auction Number & Pallet ID

**Book : PIN\_EXPENSE**

**Report Date : 22-MAR-2013 09:43**

**Auction Number : 383**

**Department :** RealEstate

**Division : FacPlan**

Page 23 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
118	0001	361520	P383118	57200 - Fire doors(2) strapping(1 roll)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
119	0001	361520	P383119	57201 - Solar panels(4)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
120	0001	361520	P383120	57202 - Vac.pump(1)Autolevel(3)Misc.items				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
121	0001	361520	P383121	57203 - Small Fridgerator(1)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
122	0001	361520	P383122	57204 - Floor scrubber(1)vacuum(2)misc.items(2)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100
123	0001	361520	P383123	57205 - GE Stove(1)				0.01	0.01
							Total By Pallet ID :	0.0100	0.0100

**Book :** PIN\_EXPENSE  
**Auction Number :** 383  
**Division :** FacPlan

**Department :** RealEstate

**Division : FacPlan**

Page 24 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
124	0001	361520	P383124	57206 - Kenmore Refridgerator(1)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
125	0001	361520	P383125	57207 - Vulcan Freezer(1)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
126	0001	361520	P383126	57208 - Hammer Head pumps(21)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
127	0001	361520	P383127	57209 - Fire ext. cabinet(1)Misc.items				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
128	0001	361520	P383128	57210 - Kenmore Refridgerator(1)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100
129	0001	361520	P383129	57211 - Light fixures(1 pallet)				0.01	0.01
							<b>Total By Pallet ID :</b>	0.0100	0.0100

### Asset Inventory Report by Auction Number & Pallet ID

**Book : PIN\_EXPENSE**

Report Date : 22-MAR-2013 09:43

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**Division : FacPlan**

Page 25 of 25

Pallet ID	Fund	Center	Tag Number	Asset - Description	Serial Number	Manufacturer	Model & Year	Current Cost	NBV
130	0001	361520	P383130	57212 - Used A/C wall units(5)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
131	0001	361520	P383131	57213 - 4 seat benches(6)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
132	0001	361520	P383132	57214 - 5 seat benches(5)				0.01	0.01
Total By Pallet ID :								0.0100	0.0100
Report total :								1.3200	1.3200