

Hidalgo County Head Start Program

Policy Council Agenda

DATE: November 19, 2008

SUBJECT: Discussion/Approval to Declare Obsolete the Attached List of Items and Transfer Items to the County's Surplus Department for Proper Disposition

RATIONALE/NEED: The items listed on the attached surplus materials/equipment list are not in operating condition, they are old and beyond any possible repair.

RECOMMENDATION: Administration recommends approval.

COST: N/A

RELATED INFORMATION INCLUDES: List of Surplus Materials/Equipment


INITIATED BY: Oscar Palacios, Field Operations Director 

REVIEWED BY: Edmundo Garcia, Assistant Program Director 

EXECUTIVE DIRECTOR'S APPROVAL: *Leresa Flores*

MEMORANDUM

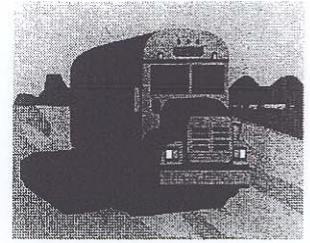
To: Edmundo Garcia, Assistant Program Director

From: Oscar Palacios, Field Operations Director 

Subj.: Surplus materials/equipment

Date: November 6, 2008

CC: Teresa Flores, Executive Director
Elma Keller, Finance Director
Files



As per our previous conversation, the attachment is a listing of supplies, computers and equipment that, in my best judgment, are obsolete, no longer functional and/or beyond repair. All the playground equipment listed is no longer acceptable by State Licensing Department because it is made out of metal.

I am requesting that you present this list to our Policy Council and Commissioners Court for their consideration and approval to declare the attached listing surplus. Once the request is approved concurrently, the property will be under the custodianship of the County and subsequently auctioned December 6, 2008.

Please advise me on your decision so that I may proceed in disposing of the inventory.

Thank you

Attachments

Item Description	Inventory #	Serial/Model #	Quantity
2 Door Storage Cabinet	005657	N/A	1
2 Door Storage Cabinet	008127	N/A	1
2 Door Storage Cabinet	005769	N/A	1
2 Door Storage Cabinet	005596	N/A	1
2 Door Storage Cabinet	005650	N/A	1
2 Door Storage Cabinet	005704	N/A	1
2 Door Storage Cabinet	005705	N/A	1
2 Door Storage Cabinet	005652	N/A	1
2 Door Storage Cabinet	014862	N/A	1
2 Door Storage Cabinet	005334	N/A	1
2 Door Storage Cabinet	004201	N/A	1
2 Door Storage Cabinet	005405	N/A	1
2 Door Storage Cabinet	005149	N/A	1
2 Door Storage Cabinet	005272	N/A	1
2 Door Storage Cabinet	005205	N/A	1
4 Door File Cabinet	015847	N/A	1
4 Door File Cabinet	16176	N/A	1
4 Door File Cabinet	004548	N/A	1
4 Door File Cabinet	007583	N/A	1
4 Door File Cabinet	013926	N/A	1
Telephone Booth	004857	N/A	1
Telephone Booth	009371	N/A	1
Telephone Booth	006699	N/A	1
Telephone Booth	006645	N/A	1

Item Description	Inventory #	Serial/Model #	Quantity
Telephone Booth	006600	N/A	1
Telephone Booth	006036	N/A	1
Telephone Booth	006111	N/A	1
Telephone Booth	005967	N/A	1
Telephone Booth	003243	N/A	1
Telephone Booth	003314	N/A	1
Copier	014931	N/A	1
Copier	014565	N/A	1
Copier	014574	N/A	1
Copier	011350	N/A	1
Copier	012820	N/A	1
Sharp Copier	N/A	26508332	1
Mitta DC Copier	2360	N/A	1
Overhead Projector	16157	N/A	1
Overhead Projector	001323	N/A	1
Overhead Projector	006161	N/A	1
Overhead Projector	N/A	38900AJAW	1
Overhead Projector	013053	N/A	1
Overhead Projector	N/A	38900AJAW	1
Overhead Projector	010162	N/A	1
Overhead Projector	011415	N/A	1
Vacuum	004530	N/A	1
Vacuum	015789	N/A	1
Vacuum	014916	N/A	1

HCHSP Auction Dec-2008

Description	Model Type	Location	Serial No	Tag	Status
	Dell Dim XPS R400	Storage	U5Y8F	014083	Poor
	Dell Dim XPS R400	Storage	U5HFR	014504	Poor
	Dell Dim XPS R400	Storage	USHG3	014266	Poor
	Dell Dim XPS R500	Storage	U5HFF	014255	Poor
	Dell Optiplex GX100	Storage	U5SM3	013440	Poor
	Dell Optiplex GX100	Storage	U5LZV	013161	Poor
	Dell Optiplex GX100	Storage	U5LZZ	013344	Poor
	Dell Optiplex GX100	Storage	U8YS6	013392	Poor
	Dell Optiplex GX100	Storage	U5M05	014055	Poor
	Dell Optiplex GX100	Storage	U5SLV	013398	Poor
	Dell Optiplex GX100	Storage	U5SLU	013403	Poor
	Dell Optiplex GX100	Storage	U5M02	16198	Poor
	Dell Tower	Storage	16849	Same	Poor
	GEM Tower Celeron 800	Storage	013553	Same	Poor
	GEM Tower Celeron 800	Storage	013576	Same	Poor
	GEM Tower Celeron 800	Storage	013550	Same	Damaged
	GEM Tower Celeron 800	Storage	01120147	013566	Poor
	Hatch Tower Celeron 300	Storage	98-106-12	008716	Poor
	Hatch Tower Celeron 300	Storage	98-103-12	008699	Poor
	Hatch Tower Celeron 300	Storage	98-102-12	008692	Poor
	Hatch Tower Celeron 300	Storage	98-98-12	008700	Poor
	Hatch Tower Celeron 300	Storage	98-116-12	008684	Poor
	Hatch Tower Celeron 300	Storage	98-133-12	008688	Poor
	Hatch Tower Celeron 300	Storage	98-131-12	008686	Damaged
	Hatch Tower Celeron 300	Storage	98-125-12	008710	Poor
	Hatch Tower Celeron 300	Storage	98-101-12	008705	Poor
	Hatch Tower Celeron 300	Storage	98-123-12	008713	Poor
	Hatch Tower Celeron 300	Storage	98-95-12	008694	Poor
	Hatch Tower Celeron 300	Storage	98-124-12	009814	Poor
	Hatch Tower Celeron 300	Storage	98-99-12	008712	Poor
	Hatch Tower Celeron 300	Storage	98-109-12	008719	Poor
	Hatch Tower Celeron 300	Storage	98-118-12	008693	Poor
	Hatch Tower Celeron 300	Storage	98-107-12	008709	Poor
	Hatch Tower Celeron 300	Storage	98-105-12	008715	Poor
	Hatch Tower Celeron 300	Storage	98-110-12	008714	Poor
	Hatch Tower Celeron 300	Storage	98-117-12	008585	Poor
	Hatch Tower Celeron 300	Storage	98-97-12	008706	Poor
	Hatch Tower Celeron 300	Storage	98-132-12	014150	Poor
	Hatch Tower Celeron 300	Storage	98-100-12	008718	Poor
	Hatch Tower Celeron 300	Storage	98-113-12	008701	Poor
	Hatch Tower Celeron 300	Storage	08-115-12	008702	Poor

Description	Model Type	Location	Serial No	Tag	Status
	Hatch Tower Celeron 300	Storage	98-96-12	008717	Poor
	Hatch Tower Celeron 300	Storage	98-121-12	008682	Poor
	Hatch Tower Celeron 300	Storage	98-120-12	014820	Poor
	Hatch Tower Celeron 300	Storage	98-127-12	008698	Poor
	Hatch Tower Celeron 300	Storage	98-130-12	008690	Poor
	Hatch Tower Celeron 300	Storage	98-119-12	014365	Poor
	Hatch Tower Celeron 600	Storage	01-413-07	014461	Poor
	Hatch Tower Celeron 600	Storage	01-409-07	014598	Poor
	Hatch Tower Celeron 600	Storage	01-412-07	014617	Poor
	Hatch Tower Celeron 600	Storage	98-104-12	008711	Poor
	Hatch Tower Celeron 600	Storage	01-407-07	014250	Poor
	Hatch Tower Celeron 600	Storage	01-406-07	015008	Poor
	Hatch Tower Celeron 600	Storage	01-408-07	014957	Poor
	Hatch Tower Celeron 600	Storage	01-415-07	014966	Poor
	Hatch Tower Celeron 600	Storage	01-416-07	014628	Poor
	Hatch Tower Celeron 600	Storage	98-114-12	008681	Poor
	Manda Mini Tower P466	Storage	8478	011134	Damaged
	Manda Mini Tower P466	Storage	8482	011135	Damaged
	Dual Speed Hub 16	Storage	0100/783F004480	None	Damaged
	DAEWOD 719BN	Storage	GC214W4997	17081	Poor
	DAEWOD 719BN	Storage	GC214W5394	None	Poor
	Digi View HR-1508	Storage	2FU15B00574	014751	Poor
	Gateway EV700AA	Storage	LIC24706347	16912	Damaged
	Gateway EV700AA	Storage	LIC24706333	17120	Damaged
	GEM G556 BGA	Storage	GC1M03B138008049	013247	Damaged
	GEM G556 BGA	Storage	GC1M03B134004105	013241	Damaged
	GEM G556 BGA	Storage	GC1M03B134004267X	013279	Damaged
	GEM G556 BGA	Storage	GC1M03B134004209	013254	Damaged
	MAGNAVOX (DXT-17)	Storage	MH43G4012462	014034	Poor
	Princeton EO15	Storage	0462031696	009805	Poor
	Princeton EO15	Storage	0462028326	014038	Poor
	Princeton EO15	Storage	014822	Same	Poor
	Princeton EO15	Storage	0462031689	009861	Poor
	Princeton EO15	Storage	0462028322	009801	Poor
	Princeton EO15	Storage	0462301728	014519	Poor
	Princeton EO15	Storage	0462031650	014483	Poor
	Princeton EO15	Storage	0462032204	014975	Poor
	Princeton EO15	Storage	1152018254	014016	Poor
	Princeton EO15	Storage	1152018098	013423	Poor
	Princeton EO15	Storage	0462031659	014074	Poor
	Princeton EO15	Storage	0462032203	009844	Poor
	Princeton EO15	Storage	0462032126	013359	Poor

Description	Model Type	Location	Serial N ^o	Tag	Status
	Princeton EO15	Storage	462031701	013413	Poor
	Princeton EO15	Storage	0462031735	009871	Poor
	Princeton EO15	Storage	0462032121	009825	Poor
	Tatung TM6714	Storage	S99420656	014864	Poor
	Tatung TM6714	Storage	S99421551	009947	Poor
	Tatung TM6714	Storage	S99420646	014325	Poor
	HP 940c Desk Jet	Storage	MX2606F136	16385	Poor
	HP 940c Desk Jet	Storage	MX25M1D1C8	16178	Poor
	HP Laserjet 1100 (C4224A)	Storage	USDH021656	None	Damaged
	HP1220c Desk Top	Storage	SG092131BW	013919	Poor
	HP3820	Storage	CN28C1P07H	015449	Damaged
	HP680c Desk Jet	Storage	SG67P1P08K	014853	Damaged
	HP695c Desk Jet	Storage	CN89L120KY	009829	Damaged
	HP695c Desk Jet	Storage	US8AG1V0F5	008900	Damaged
	HP695c Desk Jet (008871)	Storage	US8AG1V0DT	009815	Damaged
	HP6R Laser Jet	Storage	USDG033761	014076	Damaged
	HP7110	Storage	MY39BF12H9	15979	Damaged
	HP840c Desk Jet	Storage	CN14C1P155	015024	Damaged
	HP940c Desk Jet	Storage	CN2671C2ZM	17466	Poor
	HP940c Desk Jet	Storage	MX25M1D1CS	015326	Poor
	HP940c Desk Jet	Storage	MX25M1D03B	015831	Damaged
	HP940c Desk Jet	Storage	MX25M1D04V	015422	Damaged
	HP940c Desk Jet	Storage	MX2606F12S	015392	Damaged
	HP940c Desk Jet	Storage	MX25LIDZIG	015368	Damaged
	HP940c Desk Jet	Storage	MX25M1D048	015352	Damaged
	HP940c Desk Jet	Storage	MX25L1D2HV	17372	Damaged

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