



Hidalgo County Head Start Program

Policy Council Agenda

DATE: October 20, 2010

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

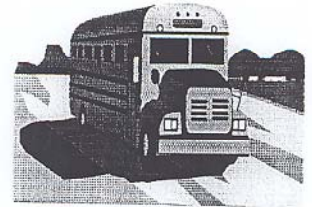
RELATED INFORMATION INCLUDES: Memorandum and List of Surplus Materials and Equipment

INITIATED BY: Oscar Palacios, Field Operations Director 

REVIEWED BY: Edmundo Garcia, Assistant Program Director 

EXECUTIVE DIRECTOR'S APPROVAL: 

MEMORANDUM



To: Edmundo Garcia, Assistant Program Director
From: Oscar Palacios, Field Operations Director
Subj.: Surplus materials/equipment
Date: October 5, 2010
CC: Teresa Flores, Executive Director
Elma Keller, Finance Director
Files

As per our previous conversation, the attachment is a listing of supplies, vehicles and equipment that, in my best judgment, have determined to be obsolete, no longer functional and/or beyond repair. Some of the playground equipment listed is no longer acceptable by State Licensing Department because it is rusted, cracked and also beyond repair.

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 November 20, 2010.

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
5 Compartment Shelf	000352	N/A	1
5 Compartment Shelf	000024	N/A	1
5 Compartment Shelf	014397	N/A	1
5 Compartment Shelf	015892	N/A	1
5 Compartment Shelf	009361	N/A	1
5 Compartment Shelf	004272	N/A	1
5 Compartment Shelf	014730	N/A	1
5 Compartment Shelf	014728	N/A	1
5 Compartment Shelf	002796	N/A	1
5 Compartment Shelf	014694	N/A	1
5 Compartment Shelf	002513	N/A	1
5 Compartment Shelf	000687	N/A	1
5 Compartment Shelf	002685	N/A	1
5 Compartment Shelf	008966	N/A	1
5 Compartment Shelf	16143	N/A	1
5 Compartment Shelf	008971	N/A	1
5 Compartment Shelf	006891	N/A	1
5 Compartment Shelf	002676	N/A	1
5 Compartment Shelf	00258	N/A	1
5 Compartment Shelf	009698	N/A	1
5 Compartment Shelf	006893	N/A	1
5 Compartment Shelf	000115	N/A	1
5 Compartment Shelf	000238	N/A	1
5 Compartment Shelf	008482	N/A	1

Item Description	Inventory #	Serial/Model #	Quantity
5 Compartment Shelf	015862	N/A	1
5 Compartment Shelf	003730	N/A	1
5 Compartment Shelf	004387	N/A	1
5 Compartment Shelf	000321	N/A	1
5 Compartment Shelf	000917	N/A	1
5 Compartment Shelf	000778	N/A	1
5 Compartment Shelf	000878	N/A	1
5 Compartment Shelf	015701	N/A	1
5 Compartment Shelf	000726	N/A	1
5 Compartment Shelf	004353	N/A	1
5 Compartment Shelf	000728	N/A	1
5 Compartment Shelf	000817	N/A	1
5 Compartment Shelf	000811	N/A	1
5 Compartment Shelf	014357	N/A	1
5 Compartment Shelf	000816	N/A	1
5 Compartment Shelf	000893	N/A	1
5 Compartment Shelf	000774	N/A	1
5 Compartment Shelf	000330	N/A	1
5 Compartment Shelf	014400	N/A	1
5 Compartment Shelf	011463	N/A	1
5 Compartment Shelf	000310	N/A	1
5 Compartment Shelf	011302	N/A	1
5 Compartment Shelf	007568	N/A	1
5 Compartment Shelf	014510	N/A	1

Item Description	Inventory #	Serial/Model #	Quantity
5 Compartment Shelf	011468	N/A	1
5 Compartment Shelf	014375	N/A	1
5 Compartment Shelf	015637	N/A	1
5 Compartment Shelf	000235	N/A	1
5 Compartment Shelf	009388	N/A	1
5 Compartment Shelf	014495	N/A	1
5 Compartment Shelf	N/A	N/A	5
Children's Wooden Locker	012762	N/A	1
Children's Wooden Locker	000117	N/A	1
Children's Wooden Locker	000114	N/A	1
Children's Wooden Locker	00476	N/A	1
Children's Wooden Locker	005893	N/A	1
Children's Wooden Locker	012702	N/A	1
Children's Wooden Locker	067	N/A	1
Children's Wooden Locker	16231	N/A	1
Children's Wooden Locker	003390	N/A	1
Children's Wooden Locker	012763	N/A	1
Children's Wooden Locker	00270	N/A	1
Children's Wooden Locker	005441	N/A	1
Children's Wooden Locker	005342	N/A	1
Children's Wooden Locker	012804	N/A	1
Children's Wooden Locker	46	N/A	1
Children's Wooden Locker	011531	N/A	1
Children's Wooden Locker	005277	N/A	1

Item Description	Inventory #	Serial/Model #	Quantity
Children's Wooden Locker	002708	N/A	1
Children's Wooden Locker	004957	N/A	1
Children's Wooden Locker	005343	N/A	1
Children's Wooden Locker	003391	N/A	1
Children's Wooden Locker	002834	N/A	1
Children's Wooden Locker	002832	N/A	1
Children's Wooden Locker	006153	N/A	1
Children's Wooden Locker	004861	N/A	1
Children's Wooden Locker	012810	N/A	1
Children's Wooden Locker	000237	N/A	1
Children's Wooden Locker	004860	N/A	1
Children's Wooden Locker	009025	N/A	1
Children's Wooden Locker	000236	N/A	1
Children's Wooden Locker	006120	N/A	1
Children's Wooden Locker	000308	N/A	1
Children's Wooden Locker	009063	N/A	1
Children's Wooden Locker	014726	N/A	1
Children's Wooden Locker	000357	N/A	1
Children's Wooden Locker	000302	N/A	1
Children's Wooden Locker	000319	N/A	1
Children's Wooden Locker	014727	N/A	1
Children's Wooden Locker	000393	N/A	1
Children's Wooden Locker	000394	N/A	1
Children's Wooden Locker	005245	N/A	1

Item Description	Inventory #	Serial/Model #	Quantity
Children's Wooden Locker	005192	N/A	1
Children's Wooden Locker	005193	N/A	1
Children's Wooden Locker	005276	N/A	1
Children's Wooden Locker	005442	N/A	1
Children's Wooden Locker	003747	N/A	1
Children's Wooden Locker	009703	N/A	1
Children's Wooden Locker	002562	N/A	1
Children's Wooden Locker	016037	N/A	1
Children's Wooden Locker	005278	N/A	1
Children's Wooden Locker	009172	N/A	1
Children's Wooden Locker	16104	N/A	1
Children's Wooden Locker	N/A	N/A	4
Wooden Refrigerator	008460	N/A	1
Wooden Refrigerator	004895	N/A	1
Wooden Refrigerator	004158	N/A	1
Wooden Refrigerator	004849	N/A	1
Wooden Refrigerator	004973	N/A	1
Wooden Refrigerator	004403	N/A	1
Wooden Refrigerator	004451	N/A	1
Wooden Refrigerator	006090	N/A	1
Wooden Refrigerator	004303	N/A	1
Wooden Refrigerator	005739	N/A	1
Wooden Refrigerator	009539	N/A	1
Wooden Refrigerator	007254	N/A	1

Item Description	Inventory #	Serial/Model #	Quantity
Wooden Refrigerator	007315	N/A	1
Wooden Refrigerator	007075	N/A	1
Wooden Refrigerator	007201	N/A	1
Wooden Refrigerator	009957	N/A	1
Wooden Refrigerator	010064	N/A	1
Wooden Refrigerator	002694	N/A	1
Wooden Refrigerator	005954	N/A	1
Wooden Refrigerator	003412	N/A	1
Wooden Refrigerator	N/A	N/A	4
Wooden Kitchen/Stove	005956	N/A	1
Wooden Kitchen/Stove	004441	N/A	1
Wooden Kitchen/Stove	006112	N/A	1
Wooden Kitchen/Stove	012683	N/A	1
Wooden Kitchen/Stove	007129	N/A	1
Wooden Kitchen/Stove	007072	N/A	1
Wooden Kitchen/Stove	007274	N/A	1
Wooden Kitchen/Stove	012794	N/A	1
Wooden Kitchen/Stove	007181	N/A	1
Wooden Kitchen/Stove	004412	N/A	1
Wooden Kitchen/Stove	001067	N/A	1
Wooden Kitchen/Stove	005302	N/A	1
Wooden Kitchen/Stove	009053	N/A	1
Wooden Kitchen/Stove	005737	N/A	1
Wooden Kitchen/Stove	004973	N/A	1

Item Description	Inventory #	Serial/Model #	Quantity
Wooden Kitchen/Stove	012845	N/A	1
Wooden Kitchen/Stove	014787	N/A	1
Wooden Kitchen/Stove	012845	N/A	1
Wooden Kitchen/Stove	004627	N/A	1
Wooden Kitchen/Stove	005219	N/A	1
Wooden Kitchen/Stove	014729	N/A	1
Wooden Kitchen/Stove	010009	N/A	1
Wooden Kitchen/Stove	014273	N/A	1
Wooden Kitchen/Stove	008455	N/A	1
Wooden Kitchen/Stove	011539	N/A	1
Wooden Kitchen/Stove	003446	N/A	1
Wooden Kitchen/Stove	012764	N/A	1
Wooden Kitchen/Stove	009956	N/A	1
Wooden Kitchen/Stove	014359	N/A	1
Wooden Kitchen/Stove	002521	N/A	1
Wooden Kitchen/Stove	N/A	N/A	6
Book Rack	000975	N/A	1
Book Rack	000945	N/A	1
Book Rack	011881	N/A	1
Book Rack	000781	N/A	1
Book Rack	000835	N/A	1
Book Rack	00874	N/A	1
Book Rack	011218	N/A	1
Book Rack	003597	N/A	1

Item Description	Inventory #	Serial/Model #	Quantity
Book Rack	002842	N/A	1
Book Rack	002795	N/A	1
Book Rack	N/A	N/A	2
Music Audio Shelf	010530	N/A	1
Music Audio Shelf	010870	N/A	1
Music Audio Shelf	010071	N/A	1
Music Audio Shelf	N/A	N/A	2
Wooden Telephone Booth	011826	N/A	1
Wooden Telephone Booth	002211	N/A	1
Wooden Telephone Booth	004383	N/A	1
Wooden Telephone Booth	000776	N/A	1
Wooden Telephone Booth	N/A	N/A	4
Work Bench	010554	N/A	1
Work Bench	001387	N/A	1
Work Bench	009311	N/A	1
Work Bench	007312	N/A	1
Work Bench	N/A	N/A	1
Hutch	004514	N/A	1
Hutch	004214	N/A	1
Hutch	004296	N/A	1
Hutch	000887	N/A	1
Hutch	N/A	N/A	1
Children's Cot	N/A	N/A	245
Children's Chair	N/A	N/A	43

Item Description	Inventory #	Serial/Model #	Quantity
Easels	N/A	N/A	12
Mirrors	N/A	N/A	5
Doll High Chair	N/A	N/A	2
Saddle Mates	N/A	N/A	2
Sofa	N/A	N/A	1
Record Player	010433	N/A	1
Executive Chair	N/A	N/A	7
Large Trapezoid Table	N/A	N/A	3
Table Top 30x 60	N/A	N/A	2
Table Top 30x 48	N/A	N/A	2
Table Top 24x 48	NA	N/A	2
Table Top 25x 30	N/A	N/A	1
Table Top 30x 50	N/A	N/A	1
Computer Table	007337	N/A	1
Sand and Water Table	007794	N/A	1
Sand and Water Table	N/A	N/A	1
Basket Ball Hoop	N/A	N/A	2
2 Door Metal Cabinet	010840	N/A	1
2 Door Metal Cabinet	009892	N/A	1
2 Door Metal Cabinet	013520	N/A	1
2 Door Metal Cabinet	004288	N/A	1
3 Compartment Sink	007733	N/A	1
3 Compartment Sink	16184	N/A	1
3 Compartment Sink	007731	N/A	1

Item Description	Inventory #	Serial/Model #	Quantity
Large Food Thermos	N/A	N/A	4
Water Fountain Cooler	N/A	1	1
Mop Bucket/wringer	N/A	N/A	4
Television	N/A	DS25390 SN:B2040364491739	1
Television	PF00276	EWC1303 SN:V39382492	1
Television	N/A	EWC1303 SN:V39381025	1
Television	PF00408	N/A	1
Class Room Radio	18177	SN:HA130J523	1
Class Room Radio	N/A	SN:CFD-5350	1
Class Room Radio	N/A	SN:GL78460	1
Class Room Radio	N/A	SN:GL78444	1
Class Room Radio	N/A	SN:GL78600	1
Class Room Radio	18199	SN:HA130J524A0084	1
Class Room Radio	N/A	CFD-5350	3
Class Room Radio	N/A	SN:WJ6JG003239	1
Class Room Radio	N/A	GL78463	1
Class Room Radio	N/A	N/A	9
VCR	010487	SN:926680294	1
Freezer	012950	N/A	1
Refrigerator Hot Point	008959	N/A	1
Refrigerator Kenmore	17740	N/A	1
Electric Typewriter	N/A	Brother SN:K63950574	1
Grader Spray Pump	N/A	1	1
120 LF Rusted Fence Fabric	N/A	N/A	1

