



Hidalgo County Head Start Program

Policy Council Regular Agenda

DATE: April 15, 2015

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. The Policy Council must approve the disposition of these items.

RECOMMENDATION: Administration recommends approval.

COST: N/A

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

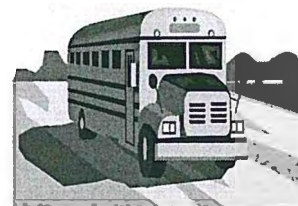
INITIATED BY: Oscar Palacios, Field Operations Director

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: March 30, 2015

CC: Teresa Flores, Executive Director
Elma Keller, CFO
Noelia Smith, Benefits Administrator
Files

After review and evaluation of our inventory of vehicles, supplies and equipment, I am attaching for the consideration and approval a comprehensive list of items that have been determined to be obsolete.

These items have been categorized as surplus, due to their state of disrepair, age and/or unacceptable under State Licensing regulations.

Once authorization is obtained from the Policy Council and Commissioner's Court I will transfer these items to the county to be placed on the next scheduled auction on May 13, 2015.

Attachments

2015 Auction List

HIDALGO COUNTY HEAD START PROGRAM

Description	Inventory Tag #	Serial/Model #	Qty
APPLIANCES	***	***	*
CONVECTION OVEN		N/A	1
AVANTI (SMALL) REFRIGERATOR	015695	006847	1
AUTOMOTIVE	***	***	
TRUCK TIRES	N/A	N/A	11
BUS TIRES	N/A	N/A	2
ELECTRICAL/AIR COND.	***	***	
FRIEDRICH WINDOW A/C UNIT	N/A	LEBR09653	1
FRIEDRICH WINDOW A/C UNIT	N/A	LEBRO9535	1
A/C CONDENSER	00001156	N/A	1
A/C COMPRESSOR	00001512	N/A	1
RUUD FURNACE	N/A	M270900851	1
ELECTRONICS	***	***	*
AMPLIVOX CD RADIO	N/A	SL1010130800956	1
CALIFONE RECORD PLAYER	001542	JB2121	1
CALIFONE RECORD PLAYER	N/A	DJ0171	1
CALIFONE RECORD PLAYER	010418	HG0302	1
COBY CD/RADIO	N/A	CX-CD250	1
PANASONIC CD-R/RW	N/A	WJ6SF001361	1
PANASONIC CD-R/RW	N/A	WJ6SF001447	1
PANASONIC CD-R/RW	N/A	WJ6SF001368	1
RCA CD PLAYER	18192	HA130J524A0892	1
SANYO TV	PF00114	N/A	1
FURNITURE	***	***	*
TRAPEZOID TABLE TOP	N/A	N/A	1
BULLETIN BOARD 4X10 FT	N/A	N/A	13
CLASSROOM TABLE	001994	N/A	1
CLASSROOM TABLE	008758	N/A	1
CLASSROOM TABLE	008438	N/A	1
CLASSROOM TABLE	011298	N/A	1
CLASSROOM TABLE	N/A	N/A	30
ROUND AREA TABLES	N/A	N/A	5
ROUND AREA TABLES	19456	N/A	1
COMPUTER TABLES	N/A	N/A	4
BOOK SHELF	004032	N/A	1
BOOK SHELF	N/A	N/A	7
EASELS	N/A	N/A	14
WOODEN TABLES	N/A	N/A	2
MIRROR	N/A	N/A	3
WOODEN CUBBY STORAGE SHELF	01486	N/A	1
WOODEN CHAIR	001884	N/A	1

Description	Inventory Tag #	Serial/Model #	Qty
FURNITURE, CHILDRENS	***	***	*
CHAIRS	N/A	N/A	54
COTS	N/A	N/A	202
HIGH CHAIRS	N/A	N/A	2
FURNITURE, OFFICE			
CHAIRS	N/A	N/A	9
WOODEN CHAIRS	N/A	N/A	2
WOODEN DESK	16247	N/A	1
WOODEN DESK	17763	N/A	1
WOODEN DESK	012599	N/A	1
WOODEN DESK	N/A	N/A	2
METAL DESK	007629	N/A	1
2-DOOR STORAGE CABINET	008661	N/A	1
2-DOOR STORAGE CABINET	010787	N/A	1
2-DOOR STORAGE CABINET	002967	N/A	1
2-DOOR STORAGE CABINET	008660	N/A	1
4-DRAWER METAL CABINET	014481	N/A	1
JANITORIAL EQUIPMENT	***	***	*
SANITAIRE VACUUM	1728	0743010355	1
RELIAC	18484	2044720	1
KITCHEN EQUIPMENT	***	***	*
FOOD CARTS	N/A	N/A	2
OFFICE EQUIPMENT			
LAMINEX MINIKOTE LAMINATOR	015850/1196	0239-1810	1
ITE LAMINTOR	17647/2365	9613157	1
AT&T CORDLESS PHONE	N/A	KD503125606	1
AT&T CORDLESS PHONE	N/A	BG83248042	1
KYOCERA FAX MACHINE	16955	UPN6500913	1
KYOCERA FAX MACHINE	16718	UPN6500065	1
KYOCERA FAX MACHINE	N/A	UPN6500483	1
KYOCERA FAX MACHINE	18135	UPN6501827	1
KYOCERA FAX MACHINE	18139	UPN6501847	1
KYOCERA FAX MACHINE	16035	AFF4005266	1
KYOCERA FAX MACHINE	18138	UPN6501761	1
HP DESKJET 940C	16449	MX2606F12Z	1
OVERHEAD PROJECTOR	015849	1051551	1
FELLOWES PAPER SHREDDER	18358	N/A	1
PAPER SHREDDER	18823	SPL-TXC10A	1
OUTDOOR EQUIPMENT	***	***	
YARD MACHINE PUSH MOWER	N/A	43033551972	1
YARD MACHINE PUSH MOWER	20237	N/A	1
CARRIER A/C BLOWER	N/A	4596A14143	1
WAGNER SPRAY PAINTER	N/A	N/A	1
PRESSURE WASHER	18944	N/A	1

Description	Inventory Tag #	Serial/Model #	Qty
PLAYGROUND EQUIPMENT			
SADDLE MATE SPRING HORSES	N/A	N/A	4
TOOLS			
	***	***	
PASLODE FINISH NAILER	17679	N/A	1
TOYS			
	***	***	*
TELEPHONE BOOTHS	N/A	N/A	6
WOODEN CRIB	001042	N/A	1
WORK/TOOL BENCHES	N/A	N/A	8
WOODEN IRONING BOARDS	N/A	N/A	2
DOLLS	N/A	N/A	6
BOX ASSORTED TOYS	N/A	N/A	2
KITCHEN STOVE	000122	N/A	1
AREA SOFAS	N/A	N/A	10
VEHICLES			
1995 GMC CARGO VAN	00001037	1GTEG25K4SF504820	1

April '15

