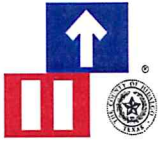


# Hidalgo County Head Start Program



## Policy Council Regular Agenda

**DATE:** February 21, 2018

**SUBJECT:** Discussion/Approval to Declare Obsolete the Attached List of Items and Transfer Items to the County's Approved Auctioneer Vendor for Proper Disposition

**RATIONALE/NEED:** The items listed on the attached surplus materials/equipment are not in operating condition, they are old and beyond any possible repair. The Policy Council and Commissioners' Court must approve the disposition of these items. The next auction is scheduled for Wednesday, March 7, 2018.

**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 Director for Operations 

**EXECUTIVE DIRECTOR'S APPROVAL:** 

# MEMORANDUM



To: Edmundo Garcia, Assistant Program Director

From: Oscar Palacios, Field Operations Director 

Subj.: Surplus materials/equipment/vehicles

Date: February 13, 2018

CC: Teresa Flores, Executive Director  
Elma Carrera, CFO  
Herlinda Hernandez, Employee Benefits Coordinator  
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 acceptability requirements under State Licensing and federal 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 March 7, 2018.

Attachments

# Auction list February 2018

Description	Inventory Tag #	Serial/Model #	Qty
<b>ELECTRONICS</b>	***	***	***
Radio Califone	19188	N/A	1
Music Centers	N/A	N/A	5
Califone Cassette Recorder	11033	D6282088	1
Califone Head Phones	N/A	N/A	1
Califone Record Player	N/A	AK0126	1
Emerson Combo TV	N/A	V28342747	1
TV Set/gold star	N/A	GC00013846	1
<b>APPLIANCES</b>	***	***	***
Primo Water Cooler	N/A	1503007246	1
General Electric Refrigerator	4121	GD113384	1
<b>FURNITURE</b>	***	***	***
Office Chairs	N/A	N/A	9
Locker Shelves	N/A	N/A	9
Wall High Chairs	N/A	N/A	2
Record Player Cabinet	N/A	N/A	1
<b>CHILDRENS FURNITURE</b>	***	***	***
Double Side 5 section cubbies	N/A	N/A	1
5 Section Cubbies	N/A	N/A	2
<b>TOYS</b>	***	***	***
Box With Toy Instruments	N/A	N/A	1
Play World Stand	N/A	N/A	1
Mop And Broom Play	N/A	N/A	1
Play Fun Housew/2slide	N/A	N/A	1
<b>DISABILITY EQUIPMENT</b>	***	***	***
<b>JANITORIAL EQUIPMENT</b>	***	***	***
Vacuum Cleaner"Electrolux"	147	N/A	1
<b>KITCHEN EQUIPMENT</b>	***	***	***
Food Warmers	N/A	N/A	2
Water Booster, Hatco	N/A	1989959304	1
<b>AUTOMOTIVE</b>	***	***	***
<b>ELECTRICAL/AIR COND.</b>	***	***	***
A/C Blower Unit	N/A	5586803503	1

A/C Compressor	2794	RAKB-048JAZ/6954F200414315	1
Security Light Fixture	N/A	N/A	2
A/C unit Wall Pack,Eubank	W36CF	N/A	1
<b>OUTDOOR EQUIPMENT</b>	***	***	***
<b>TOOLS</b>	***	***	***
<b>VEHICLES</b>	***	***	***
Chevrolet Van(unit 50)	VIN#1FTFE24H1THB49563	LIC:127-4683	1
Chevrolet Van(unit 57)	VIN#1GCFG15M9Y1135734	LIC:106-2190	1
<b>MISC.</b>	***	***	***
Busher Paper Dispensers	N/A	N/A	2
Shred Master	16840	PX13161	1
Workshop play	N/A	N/A	1
Mirror	N/A	N/A	1
Detecto Weight Scale	12530	N/A	1
Carpets	N/A	N/A	2
Volcan/volts208/phase 3	N/A	AP-1036958-7x-3752	1
Water Heater, 50 Gallon	N/A	RU0106209624	1