

**S T A F F   R E P O R T**

**SUBJECT:** Declaration of Surplus Property in Compliance with LAVTA Policy for Disposition of Surplus Property

**FROM:** Beverly Adamo, Director of Administrative Services

**DATE:** August 23, 2016

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**Action Requested**

Forward a recommendation to the Board of Directors to declare the attached list of vehicles as surplus property, and authorize the Executive Director to determine the best method of disposition.

**Background**

LAVTA has 20 fixed route buses of various years, makes and models that are all fully depreciated. These are no longer needed for provision of fixed route service. The disposal of these vehicles will assist LAVTA in the adherence to the spare ratio percentage required by the Federal Transit Administration (FTA).

**Discussion**

LAVTA's "Policy for Disposition of Surplus Property" requires that the Board of Directors declare any property with an original acquisition cost of \$25,000 and any rolling stock, regardless of acquisition cost, as surplus and specify the method of disposition.

The Policy for Disposition of Surplus Property identifies five methods for disposing of property:

1. Sealed Bid
2. Negotiated Sales
3. Trade-In
4. Donation
5. Scrap

Staff recommends selling the vehicles through negotiated sales or sealed bid, specifically the auction site that has proved successful in the past, and if no sales result, to look into the option of scrapping the vehicles.

**Next Steps**

After the vehicles have been declared surplus, staff will begin the process for disposal of the vehicles.

**Recommendation**

Staff recommends the Finance & Administration Committee forward a recommendation to the Board of Directors declare as surplus twenty (20) buses, and authorize their disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

Attachments:

1. Surplus Vehicles August 2016

Livermore Amador Valley Transit Authority  
August 2016 Surplus Property Disposition List

Vehicle ID	Type of Vehicle	Year of Vehicle
4023	New Flyer Low Floor bus	1996
4029	New Flyer Low Floor bus	1996
4081	Gillig Phantom Bus	2000
4085	Gillig Phantom Bus	2000
4075	Gillig Phantom Bus	2002
4076	Gillig Phantom Bus	2002
4077	Gillig Phantom Bus	2002
4078	Gillig Phantom Bus	2002
4009	Gillig Low Floor Bus	2002
4010	Gillig Low Floor Bus	2002
4011	Gillig Low Floor Bus	2002
4012	Gillig Low Floor Bus	2002
0307	Gillig Low Floor Bus	2003
0311	Gillig Low Floor Bus	2003
0313	Gillig Low Floor Bus	2003
0317	Gillig Low Floor Bus	2003
0326	Gillig Low Floor Bus	2003
0328	Gillig Low Floor Bus	2003
0329	Gillig Low Floor Bus	2003
0333	Gillig Low Floor Bus	2003