

STAFF REPORT

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

FROM: Beverly Adamo, Director of Administrative Services

DATE: January 24, 2017

Action Requested

Declare the attached vehicle list as surplus property, and ratify the disposition.

Background

On September 12, 2016 the LAVTA Board declared 20 fixed route buses of various years, makes and models that are all fully depreciated as surplus property. At about the same time, one other vehicle, also fully depreciated, developed a transmission issue and it was determined that it was in the Authority's best interest to dispose of the vehicle. When the vehicles that had been determined as surplus were disposed of per LAVTA's policy, the additional bus was included. Staff is requesting the Board declare that bus as surplus property and ratify the disposition as required by LAVTA's policy. This confirms that this bus is no longer needed for provision of fixed route service. The disposal of this vehicle assists 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

As noted in the section above, the vehicle was sold via the auction site that has proved successful in the past.

Next Steps

Once approved by the Board of Directors, LAVTA will be in compliance with the disposal policy.

Recommendation

Staff recommends the Finance and Administration Committee recommend the Board of Directors declare as surplus one (1) bus and ratify the disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

Attachments:

1. Surplus Vehicle January 2017

Livermore Amador Valley Transit Authority
January 2017 Surplus Property Disposition List

Vehicle ID	Type of Vehicle	Year of Vehicle
0309	Gillig Low Floor Bus	2003