

**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:** David Massa, Senior Fleet & Technology Management Specialist

**DATE:** August 28, 2018

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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 nineteen (19), 2003 fixed route buses and two (2) road supervisor vehicles that are all fully depreciated. The buses have been replaced and are no longer needed for provision of fixed route service. Both road supervisor vehicles are past their useful life and in need of transmission replacement. The replacements for these road supervisor vehicles have been ordered.

**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 nineteen (19) buses, two (2) road supervisor vehicles and authorize their disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

Attachments:

1. Surplus Vehicles August 2018

	<b>2018 Retirement</b>	<b>Make</b>	<b>Size</b>	<b>Model</b>	<b>Year</b>	<b>Condition</b>	<b>Mileage</b>
1	0301	Gillig	29 Ft	Low Floor	2003	Fair	468,032.00
2	0302	Gillig	29 Ft	Low Floor	2003	Fair	466,985.00
3	0303	Gillig	29 Ft	Low Floor	2003	Fair	491,440.00
4	0304	Gillig	29 Ft	Low Floor	2003	Fair	477,963.00
5	0305	Gillig	29 Ft	Low Floor	2003	Fair	485,389.00
6	0306	Gillig	29 Ft	Low Floor	2003	Fair	410,271.00
7	0308	Gillig	29 Ft	Low Floor	2003	Fair	510,541.00
8	0310	Gillig	29 Ft	Low Floor	2003	Fair	475,289.00
9	0314	Gillig	40 Ft	Low Floor	2003	Fair	577,721.00
10	0315	Gillig	40 Ft	Low Floor	2003	Fair	410,873.00
11	0316	Gillig	40 Ft	Low Floor	2003	Fair	568,344.00
12	0318	Gillig	40 Ft	Low Floor	2003	Fair	590,304.00
13	0319	Gillig	40 Ft	Low Floor	2003	Fair	458,408.00
14	0323	Gillig	40 Ft	Low Floor	2003	Fair	603,434.00
15	0324	Gillig	40 Ft	Low Floor	2003	Fair	556,536.00
16	0327	Gillig	40 Ft	Low Floor	2003	Fair	521,142.00
17	0330	Gillig	40 Ft	Low Floor	2003	Fair	572,674.00
18	0331	Gillig	40 Ft	Low Floor	2003	Fair	547,771.00
19	0334	Gillig	40 Ft	Low Floor	2003	Fair	548,385.00
20	6405	Chrysler		Town and Country	2007	Fair	229,417.00
21	6406	Chevrolet		Uplander	2008	Fair	150,435.00