

STAFF REPORT

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

FROM: David Massa, Senior Fleet & Technology Management Specialist

DATE: December 2, 2019

---

**Action Requested**

Request that 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 two (2) road supervisor vehicles and one (1) shop truck that are all fully depreciated. They are past their useful life and have been replaced. Both have mechanical issues that would cost more than they are worth to repair.

**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 Board of Directors declare as surplus two (2) road supervisor vehicles and one (1) shop truck, and authorize their disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

Attachments:

1. Surplus Vehicles August 2019
2. Resolution 30-2019 Authorizing the Disposal of Surplus Vehicles

*Approved:* \_\_\_\_\_

	<b>2019 Retirement</b>	<b>Make</b>	<b>Model</b>	<b>Year</b>	<b>Condition</b>	<b>Mileage</b>
1	6407	Honda	Civic Hybrid	2009	Fair	140,333
2	6404	Chrysler	Town & Country	2007	Fair	245,382
3	6317	Dodge	Ram 2500	1999	Fair	96,238

**RESOLUTION NO. 30-2019**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
AUTHORIZING THE DISPOSAL OF TWO RETIRED VEHICLES**

**WHEREAS**, LAVTA has two road supervisor vehicles and one shop truck, which consist of one Honda Civic, one Chrysler Town & Country, one Dodge Ram 2500 which have exceeded their useful life; and

**WHEREAS**, staff has procured replacement vehicles included in the FY2019 capital budget approved by the Board of Directors; and

**WHEREAS**, the old vehicles need to be disposed of in accordance with LAVTA's Policy for Disposition of Surplus Property which requires authorization from the Board of Directors (Board); and

**WHEREAS**, staff recommends that the Board authorize the Executive Director to dispose of the two vehicles in accordance with LAVTA's Policy for the Disposition of Surplus Property.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Livermore Amador Valley Transit Authority that the Executive Director may authorize the disposal of the two vehicles described above utilizing any of the methods set forth in LAVTA's Policy for the Disposition of Surplus Property.

**PASSED AND ADOPTED** this 2<sup>nd</sup> day of December, 2019.

BY \_\_\_\_\_  
David Haubert, Chair

ATTEST \_\_\_\_\_  
Michael Tree, Executive Director