



Memo

To: Board of Directors
From: Alan E. Clanin, General Manager
Date: December 12, 2018
Subject: Declare Vehicle as Surplus Equipment

We will receive in mid-December the new 2019 Ford F250 pickup that was approved and ordered in June 2018. When the new truck is delivered, we will begin the process of getting the vehicle equipped for service.

The next step in the process is to declare the replaced 2006 Ford F250 as surplus property. The vehicle to be declared surplus at this time is:

2006 Ford F250 vin# 1FDSX21PO6EB35420

Once the vehicle is declared surplus and ready to be sold, we will establish a minimum bid amount for the vehicle. We will prepare notices for this vehicle, will publish in the local newspapers and will post at three locations in the community, advertising it for sale and requesting sealed bids with a stated minimum amount. In the past we have established the minimum bid amount as the amount half way between the Kelley Blue Book Trade-in Value and Private Party Value. The bids will be brought back to the Board for final approval. However, if after a reasonable time we receive no bids for a vehicle, then a price will be negotiated for the sale of said vehicle.

Recommendation:

It is requested that the Board of Directors declare the above vehicle as surplus district property and authorize staff to proceed with the sale of the vehicle.