



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 10/13/2015

Agenda Placement: 6J

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Steven Lederer - Director of Public Works
Public Works
REPORT BY: Scott Marsh, STAFF SERVICES ANALYST II - 707-259-8363
SUBJECT: Disposal of County Surplus Vehicles

RECOMMENDATION

County Executive Officer/Purchasing Agent, and Purchasing Manager request the following:

1. Declare certain vehicles, which are fixed assets, as surplus and no longer required for public use; and
2. Authorize the sale of fixed asset surplus vehicles at public auction (4/5 vote required).

EXECUTIVE SUMMARY

The County has nine (9) vehicles that have outlived their useful life, have been, or will be, removed from service, and are no longer required for public use. With approval of today's action, nine (9) vehicles will be declared surplus and sold at auction. California Code Section 25363 authorizes the Board of Supervisors, upon a four-fifths vote, to sell at public auction, and convey to the highest bidder, for cash, any property belonging to the county and not required for public use.

FISCAL IMPACT

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| Is there a Fiscal Impact? | Yes |
| Is it currently budgeted? | No |
| What is the revenue source? | Revenue from sale will be deposited in the Vehicle Replacement Fund of the Fleet Management Budget (Fund 4100, Sub-Division 4102000). |
| Is it Mandatory or Discretionary? | Discretionary |

Discretionary Justification: The vehicles recommended for disposal have outlived their usefulness, have been, or will be, removed from service, and are no longer required for public use.

Is the general fund affected? No

Future fiscal impact: None.

Consequences if not approved: Accumulated surplus property would exceed existing storage capacity.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Nine (9) vehicles have outlived their useful life, have been, or will be, removed from service, and are no longer required for public use. The nine (9) vehicles will be removed from the County's inventory after they have been sold at auction and the proceeds have been received by the Auditor-Controller.

As a general practice, the Fleet Management attempts to fully depreciate vehicles before identifying them as surplus. Typically, Fleet vehicles are fully depreciated when they have been driven 120,000 miles or are twelve years old, while patrol vehicles are fully depreciated when they have been driven 90,000 miles or are three years old. In some instances, vehicles that have been fully depreciated may be retained if their maintenance costs and condition warrant continued use. On the other hand, some vehicles are declared surplus and disposed of before they have been fully depreciated because the costs to maintain and/or repair them are not justified. Vehicles that have suffered major collisions, that require major engine or transmission work, or that have experienced excessive wear or exposure to extremely harsh conditions, are generally declared surplus and disposed of if the costs of making the necessary repairs or providing continued maintenance are not justified.

The attached list of fixed asset vehicles have reached the end of their useful lives as defined above, will be removed from surplus, and sold at auction.

One (1) of the referenced fixed asset vehicles, a Ford flatbed dump truck, Unit 1114, VIN 1FDWF36R59EA04993, has several necessary repairs. In consideration of the repair costs as compared with the overall condition and value of the vehicle, the recommendation is to surplus the vehicle and sell it at auction as is. This vehicle was not in the FY15-16 budget. However in a separate action today, the Department of Public Works is recommending that the vehicle be replaced at this time.

The Board of Supervisors is authorized under the conditions set forth in California Government Code Section 25363 to sell at public auction and convey to the highest bidder for cash, any property belonging to the county and not required for public use (4/5 vote required).

SUPPORTING DOCUMENTS

A . Surplus Vehicle Listing - October 2015

CEO Recommendation: Approve

Reviewed By: Liz Habkirk