



Agenda Date: 2/17/2016
Agenda Placement: 7C

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors

FROM: Jeff Tucker - Director of Administrative Services/CFO
NS-Administration

REPORT BY: WILLIAM MCWHIRT, Safety, Training & Fleet Maintenance Officer - 258-6000 ext520

SUBJECT: Authorize Surplus of Vehicle Numbers 167, 714, 405 and 308

RECOMMENDATION

Authorize the surplus and sale at auction of vehicle numbers 167 (2003 Ford F-350 Pickup), 714 (1994 John Deere Back Hoe), 405 (1997 Ford Mini Dump Truck), and 308 (1999 Honda ATV).

EXECUTIVE SUMMARY

The table below identifies District vehicles scheduled for surplus.

<u>Vehicle #</u>	<u>Type</u>	<u>District Use</u>
167	2003 Ford F-350	Transportation of tools, equipment and personnel
714	1994 John Deere Tractor	Reclamation Departments Multi-use Tractor
405	1997 Ford Mini Dump Truck	Transport of material to and from excavation sites
308	1999 Honda ATV	Spreading herbicides for weed control

Through evaluation in the District's vehicle replacement program and in-depth analysis, staff has determined that the vehicles listed above have reached the end of their useful life or are no longer used in the execution of District operations. In addition, the cost of maintaining this equipment is outpacing the retention value.

Specific circumstances for the surplus of each vehicle as follows:

Vehicle 167 is in poor mechanical condition and has reached the end of its useful life. All functions of this vehicle have been transferred to an existing District vehicle (Vehicle 178). It has been determined that this vehicle does not need to be replaced and will result in a net decrease in the number of vehicles maintained by the District.

Vehicle 714 was replaced in 2013 by a similar vehicle (714B) as part of the annual capital budget. The vehicle was

retained for backup and redundancy purposes. However, it has been determined that this vehicle is in poor mechanical repair, and the costs to repair the vehicle exceeds the estimated value. Staff has determined that it would be more cost effective to surplus the vehicle and sell it at auction.

Vehicle 405 was designated as a "low use" (less than 50 hours or 1000 miles per year) vehicle in 2009 under California Air Resource Board guidance. As a result, the vehicle has been driven fewer than 2000 miles in the past 7 years. The functions of vehicle 405 have been evenly distributed across other District vehicles. As a result, staff is recommending that vehicle 405 be surplus without replacement.

Vehicle 308 is in poor mechanical condition and is no longer needed to support operations. The spreading of herbicides, its primary use, is now accomplished using a precision distribution system installed on tractor 717. Vehicle 308 will not be replaced.

The estimated selling price at auction for the vehicles has been determined by utilizing fair market pricing based off of industry standards. All proceeds from the auction of surplus vehicles are used to support the Capital Improvement Plan.

FISCAL IMPACT

Is there a Fiscal Impact? No

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

None.

SUPPORTING DOCUMENTS

- A . Surplus Property Authorization Vehicle #167
- B . Surplus Property Authorization Vehicle #714
- C . Surplus Property Authorization Vehicle #405
- D . Surplus Property Authorization Vehicle #308

Napa Sanitation District: Approve

Reviewed By: Jeff Tucker