

SURPLUS PROPERTY DISPOSAL AUTHORIZATION

Disposal of all Districts surplus and/or other property requires prior written authorization from the Director of Administrative Services as signified by his/her signature below. Disposal of fixed assets require that the Board of Directors declare the item(s) surplus prior to their disposal. Small, miscellaneous, useless, and valueless items do not require approval.

FIXED ASSET: (Check one)

☒ Yes

☐ No

DESCRIPTION OF PROPERTY:

Vehicle #155 –2000 Ford Ranger, 54,100 miles. District Use: Used by District personnel for official travel/transportation.

EXPLANATION JUSTIFYING SURPLUS STATUS:

Through evaluation in the District's vehicle replacement program and analysis, it has been determined that Vehicle #155 has reached the end of its useful life. The vehicle currently has an engine oil leak and the water pump bearing is failing. The Napa Ford preliminary estimate to repair the above discrepancies is over \$2000. Based on a more efficient allocation of existing vehicles this truck will be surplusd without replacement.

ESTIMATE OF SURPLUS VALUE AND METHOD USED TO DETERMINE:

The estimated value of this vehicle based on Kelly Blue Book, and factoring in its current mechanical condition, is less than \$1,500 at auction.

William T McWhirt 12/27/2018
Employee Completing Form – Sign, Print Name, Date

Approved by:

If fixed asset, approved by:

ASD
DAS/CFO

12/31/2018
Date

Board Chair

Date