

# Tab 4

**Agenda Item:** Consider approval of vehicle surplus

**Objective:** Seek Board approval to surplus two vehicles to District staff.

**Background:** Section 7-3 of the District’s Policies and Procedures states the following:

**7-3 DISPOSAL OF SURPLUS PROPERTY**

- 3) The District’s disposal of surplus motor vehicles shall be accomplished as follows:
  - a) The Procurement Official shall make a recommendation to the Management Advisory Committee as to an approximate reasonable sales price for each motor vehicle to be sold as surplus property. This recommendation should be made by the Procurement Official based on a review of any applicable information contained in the NADA “Blue Book”, the Kelly “Blue Book”, and/or interviews with a reasonable number of local auction houses and/or dealerships.
  - b) Sale of the vehicle shall be accomplished as approved by the Management Advisory Committee. Methods of sale may include:
    - i) Auction through a local or internet auction;
    - ii) Consignment with a local dealer or broker;
    - iii) Sale advertised via the internet and/or in the classifieds sections of the *Salt Lake Tribune*, *Deseret News* or other appropriate periodical;
    - iv) Dealer trade-in; or
    - v) Sale to an interested employee or employee family member. The District is interested in making surplus District vehicles available to its employees to encourage proper use, care and maintenance of vehicles. No surplus vehicle shall be sold to a District employee or family member of an employee without Board approval.

Minimum starting bids for the two vehicles were advertised in a surplus auction that opened at 8:15 AM on August 28, 2024 and closed at 4:00 PM on September 4, 2024. The table lists the high bid amounts for each truck:

Truck No.	Vehicle	Minimum Starting Bid	High Bid
59	2015 Chevrolet 2500	\$15,000	\$16,610
60	2015 Chevrolet 2500	\$12,000	\$13,555

Minimum starting bids were determined after a review of applicable sources, including the NADA and Kelly Blue Books and coordination with local dealerships.

**Committee Activity:** The Procurement Official received approval from the Management Advisory Committee to surplus two vehicles to staff and recommends approval by the full board.

**Recommendation:** Authorize surplus of the 2015 Chevrolet 2500 (Truck 59) and 2015 Chevrolet 2500 (Truck 60) to staff.