



**CITY OF KIRKLAND**  
**Department of Public Works**  
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**MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Tim Llewellyn, Fleet Supervisor  
Donna Burris, Internal Services Manager  
Ray Steiger, P.E., Public Works Director

**Date:** August 22, 2012

**Subject:** SURPLUS EQUIPMENT RENTAL VEHICLES/EQUIPMENT FOR SALE

RECOMMENDATION:

It is recommended that the City Council approve the surplusing of the vehicles that are identified in this memo.

BACKGROUND DISCUSSION:

The surplusing of vehicles or equipment which has been replaced with new vehicles or equipment, or no longer meet the needs of the City, is consistent with the City's Equipment Rental Replacement Schedule Policy. The following equipment has been replaced by new equipment, and if approved by City Council, will be sold or disposed of in accordance with the Kirkland Municipal Code, Chapter 3.86, The Sale and Disposal of Surplus Personal Property.

<u>Fleet #</u>	<u>Year</u>	<u>Make</u>	<u>VIN/Serial Number</u>	<u>License #</u>	<u>Mileage</u>
F311	2000	Ford Road Rescue Aid Car	1FDXE45F3YHA27321	29921D	79,869
P07-12	2007	Ford Crown Victoria	2FAHP71W37X132679	44117D	92,525
P09-09	2009	Ford Crown Victoria	2FAHP71V19X103921	49167D	108,380
PU-22	1998	Ford Ranger	1FTYR14UXWPB12557	23999D	106,058

The accounting life of a vehicle is the number of years of anticipated service life to City operations. It is determined by historical averages and replacement cycles of actual City vehicles. The accounting life provides a timeline basis for the accrual of vehicle replacement reserve charges. At end of a vehicle's accounting life, there should be sufficient funds in the Replacement Reserve Fund to purchase a similar replacement vehicle. The accounting life of a vehicle is a guideline only, and actual usage of City vehicles can vary from averages. All vehicles considered for replacement are evaluated on their individual condition, availability of replacement funding, and in consultation with the responsible Departments.

For this memo, F311 was retained by the Fire Department four years beyond its anticipated useful life of eight years. It was retained due to annexation needs and has now been replaced with a new service package vehicle. P07-12 was assigned to Police Patrol for its anticipated two and a half year life and was extended an additional two and a half years for service in the Crime Prevention Division of the Police Department. P09-09 was assigned to Police Patrol for its anticipated two and a half year life, now exceeded by six months. PU-22 was assigned to Public Works Operations and Maintenance, and has exceeded its anticipated life of eight years serving for an additional six years as a vehicle for the water meter reader.