



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

**To:** Kurt Triplett, City Manager

**From:** Tim Llewellyn, Fleet Supervisor  
Erin Devoto, Superintendent of Operations, Public Works  
Kathy Brown, Public Works Director

**Date:** October 31, 2014

**Subject:** SURPLUS OF EQUIPMENT RENTAL VEHICLES/EQUIPMENT

### RECOMMENDATION:

It is recommended that the City Council approves the surplusing of the Equipment Rental vehicles/equipment identified in this memo by removing them from the City's Equipment Rental Replacement Schedule.

### BACKGROUND DISCUSSION:

The surplusing of vehicles or equipment which have 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The following equipment has been replaced by new equipment, and if approved by City Council, will be sold or disposed of in accordance with the KMC (Kirkland Municipal Code) Chapter 3.86, The Sale and Disposal of Surplus Personal Property. Surplus vehicles or equipment may be retained for short term, temporary, or special needs of the City prior to disposal as needed.

<u>Fleet #</u>	<u>Year</u>	<u>Make</u>	<u>VIN/Serial Number</u>	<u>License #</u>	<u>Mileage</u>
F209	1998	Jeep Cherokee	1J4FJ28S7WL254816	23996D	69,852
F215	2006	Jeep Cherokee	1J4GR48K06C327453	43205D	135,137

The City of Kirkland standard replacement criteria which reflects the industry standard, is 8 years or 80,000 miles, whichever comes first. FleetAnswers.com recently cited Municipal Vehicle Replacement Trends, with the following notable statistics for average age of replacement for vehicles in city government fleets:

- Cars: 6.7 years
- Class 1-5 trucks: 7.7 years
- Police vehicles: 4 years.

The criteria for replacement is reviewed annually by Fleet Management. Replacement factors considered are the wear and tear on the engine, drive train and transmission, structural body, and major component parts. The frequency and nature of previous repairs are also examined. Changes in the vehicle mission, technology, and right-sizing are also considered, as well as the impact of future alternative fuels usage. The decision to replace a vehicle requires the consensus of the Fleet Management staff representing over 120 years of experience among six members. Vehicles should be replaced before major repair and expense occur to maximize usefulness without sacrificing resale value.

F209, a 1998 Jeep Cherokee, was assigned to the Fire Department Deputy Chief of Operations for its anticipated 8 year life. Due to its good condition and low mileage, F209 served as a Fleet loaner/pool vehicle for an additional 8 years for a total of 16 years of service. This vehicle will be sold at public auction due to its age.

F215, a 2006 Jeep Cherokee, was assigned to the Fire Department's Deputy Chief of Administration. This vehicle achieved its expected useful life of 8 years, and will be sold at public auction due to its high mileage.

Note: The accounting life of a vehicle is the number of years of anticipated useful 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. Actual usage of City vehicles can vary from averages. All vehicles considered for replacement will be evaluated on their individual condition and availability of replacement funding. Replacement reserves collected for each of these vehicles was adequate to fund their replacement.