



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: November 8, 2012
Subject: SURPLUS EQUIPMENT RENTAL VEHICLES/EQUIPMENT FOR SALE

RECOMMENDATION:

It is recommended that the City Council approve the surplusing of the Equipment Rental vehicles/equipment identified in this memo.

BACKGROUND DISCUSSION:

The surplusing of vehicles or equipment that 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 The following equipment has been replaced by new equipment, and if approved by City Council, will be sold or disposed in accordance with the KMC (Kirkland Municipal Code) Chapter 3.86, The Sale and Disposal of Surplus Personal Property.

<u>Fleet #</u>	<u>Model Year</u>	<u>Make</u>	<u>VIN/Serial Number</u>	<u>License #</u>	<u>Mileage</u>
PU-57	2005	Chevrolet Express Van	1GCFH15T95188448	39477D	179,039
P09-05	2009	Ford Crown Victoria	2FAHP71V49X121703	49173D	91,507
BG-3X	2000	John Deere Field Rake	TC1200A110274	N/A	N/A

PU-57 was retained two years beyond its anticipated useful life of five years. It was originally designated as the utility locator vehicle used by Public Works staff to carry tools and equipment necessary to provide field locations of City owned utilities prior to underground construction activities. It also doubled as the City standby vehicle during non-working hours carrying additional minor equipment, maps, and other critical tools to facilitate rapid and flexible response to the public and City calls for service. In 2010, a new utility locator vehicle was purchased using reserve funds while PU-57 was retained for an additional two years due to its good condition despite its high mileage; PU-57, now specifically used for stand-by activities was replaced earlier this fall.

P09-05 was assigned to Police Patrol for its anticipated 2.5 year life and was extended 1.5 years for service as a Patrol vehicle due to lower than normal mileage and good condition.

BG-03X was assigned to Parks Maintenance. Originally surplused in 2006, it was retained for back-up use by the ball-field crews.

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 are evaluated on their individual condition and availability of replacement funding.