



December 1, 2009

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TO: LOCSO Board of Directors
FROM: Utilities Supervisor, Margaret Falkner *MLF*
SUBJECT: Agenda Item 5G – 12/17/09 Board Meeting
Confirmation of Vehicle Purchases

SUMMARY

The District is currently advertising for bids on surplus vehicles and supplies. All bids were received before closing on November 19, 2009 at 5:00 p.m. and all bidders were notified. A table below shows the highest bid for each vehicle and the person's name:

Vehicle Bids	Amount	Name
1996 Mazda	\$1,866.00	David Norton
1996 Ford Ranger	\$1,326.00	Joe Holland
2003 Ford Explorer	\$11,675.00	Lisabeth Schuldt

All maintenance records have been copied and will be provided to the purchasers. Insurance will be cancelled effective upon authorization of this agenda item. The staff note to Resolution 2009-21 adopted on September 3, 2009 states that it is recommended that the proceeds from the sale of these vehicles be used to purchase a new vehicle for the Utilities Department and specifications for said vehicle and formal authorization will be brought back to your Board for approval.

RECOMMENDATION:

Staff recommends the Board approve the sale of these vehicles to the listed individuals and direct staff to take all necessary actions to complete transactions. Proceeds will be received and recorded in fund 500, general ledger account 4934 – Sale of Assets.

MLF