



COLLIN COUNTY

Public Works Department
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Date: April 16, 2009
To: Judge Self and Commissioner's Court
From: Jon Kleinheksel, Director of Public Works *JK*
Re: Surplus Vehicle Disposition Policy

Public Works requests Commissioners' Court consideration and action to establish a "Surplus Vehicle Disposition Policy".

In an effort to standardize and provide consistent service to all vehicle and equipment requests by municipalities and other political subdivisions within Collin County, Public Works is requesting we establish the following policy.

Surplus Vehicle Disposition Policy when sold to Municipality or Political Subdivisions:

- Purchaser must be located in Collin County
- Requesting agency pays 25% of current Kelley Blue Book value
- Requestor / Purchaser maintain ownership of vehicle for a minimum of 4 years.
- Requestor / Purchaser is responsible for all maintenance
- Requestor / Purchaser is responsible for title transfer and sales tax associated with title transfer and licenses fees
- Vehicle is sold "As Is" – no additions, I.E. light bars, new tires, decaling, etc.
- Surplus vehicle value not to exceed \$10,000.00 per Kelley Blue Book value
- All requests to be made to the department of Public Works and then facilitated through Commissioners' Court for consideration

Surplus Vehicle Disposition Policy when donated to Civic or Charitable Organization:

- Organization must be located in Collin County
- Commissioners Court must determine that attempt to sell vehicle to Municipality or Political Subdivision would likely result in no bids or bid price below cost of the bid process

- Donation serves a public purpose
- Organization will provide adequate consideration such as relieving Collin County of transportation or disposal expenses

Collin County Commissioners Court must maintain record of vehicle sold and price of sale.

Collin County Commissioners Court must maintain records for one year of each item of surplus or salvage property destroyed or disposed.

Should you require additional information, please contact me and I will respond accordingly.

JK/tlk