




MEMORANDUM

Date: July 13, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress
City Manager 

From: Marcus Davila
Community Services

Subject: Vehicle Disposal

Introduction

Respectfully request the City Commission approve the disposal of twenty-five (25) surplus vehicles currently being stored in the Park and Ride garage and other City locations, and allow City staff to proceed with a bid request for bulk purchase.

Background

Per the City of Key West Code of Ordinances, Division 3, Subdivision I, Section 2-771-3(c), Authority of the Purchasing Agent, The City Manager shall have the authority to sell, trade, or otherwise dispose of surplus and obsolete personal property belonging to the city either by sale, barter, or exchange or by sealed bid, public auction, cannibalization, trade-in or any other means of disposal as may be appropriate and in the best interests of the city. Disposal of surplus or obsolete personal property with acquisition prices in excess of \$50,000 per item shall be made only after approval by the City Commission.

The City has determined that twenty-two (25) of our current vehicle fleet have reached the end of their useful life. The attached listing includes (1) 2000, (2) 2003, (4) 2004, (3) 2005, (9) 2006, (3) 2007, (2) 2011, and (1) 2013 vehicles, all of which are 10 years old or older. This inventory of vehicles is currently being stored in locations around the City and are not being utilized. Some of the vehicles do not have mileage listed due to the display being digital and the vehicles not turning on.

Procurement

The proceeds of the sale of the vehicles would be revenue for the City and would be deposited into General Fund account 0010000-3650000, Sale of Surplus Materials.

Recommendation

Staff recommends the disposal of the twenty-five (25) surplus vehicles currently being stored in the Park and Ride garage and other various City locations, allowing City staff to proceed with a bid request for bulk purchase.

Exhibits:

Exhibit A – List of Vehicles for Disposal