

ITEM	12
MANAGER'S REPORT NO.	4
COUNCIL MEETING	1978 01 16

Re: 1978 Capital Budget -
Replacement of Mini Fleet Vehicles

The following is a report from the Purchasing Agent regarding the replacement of mini fleet vehicles.

The proposed sale of the fourteen vehicles is in conformity with existing policy whereby (a) a minimum price is determined for each unit based on its condition; (b) the units are advertised for sale in the local news media and (c) are sold on a first come basis, i.e., to the first prospective purchaser who comes forward with a price that meets or exceeds the pre-determined minimum.

RECOMMENDATIONS

1. THAT the Purchasing Agent be granted authority to invite tenders for fourteen vehicles; and
2. THAT the Purchasing Agent be authorized to dispose of the fourteen replaced vehicles for \$1,200.00 to \$1,400.00 as condition warrants plus applicable tax and registration fees, in accordance with established policy.

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TO: MUNICIPAL MANAGER

DATE: 1978 January 5

FROM: PURCHASING AGENT

RE: 1978 CAPITAL BUDGET

We have included in the subject budget sufficient funds to replace fourteen vehicles assigned to the Municipal Hall fleet - two 1973 Volkswagens, ten 1973 Toyotas and two 1974 Toyotas. The average mileage recorded on this equipment is 35,000 miles and in accordance with established policy they should be replaced with new vehicles.


In my opinion it is good business to replace these vehicles as early in 1978 as possible because all suppliers will be well stocked, therefore their prices should be very attractive.

The average purchase price of the automobiles to be replaced was \$2,250.00. Our intention is to sell them on a first come as is basis for \$1,200.00 to \$1,400.00 plus applicable tax and registration fees.

RECOMMENDATION

THAT the Purchasing Agent be granted authority to invite tenders for fourteen vehicles, and

THAT the Purchasing Agent be authorized to dispose of the fourteen replaced vehicles for \$1,200.00 to \$1,400.00 as condition warrants plus applicable tax and registration fees, in accordance with established policy.


K.F. Williams
PURCHASING AGENT

KFW/jm

c.c. Municipal Treasurer
Municipal Clerk