

# MEMORANDUM

DEPARTMENT OF PUBLIC WORKS  
County of Placer

TO: BOARD OF SUPERVISORS

DATE: June 26, 2007

FROM: KEN GREHM/ RICK DONDRO

SUBJECT: VAN REPLACEMENT

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## **ACTION REQUESTED / RECOMMENDATION**

Approve the replacement of a stolen van with a new service truck in the amount of \$32,593. Approve a budget revision, and authorize the Procurement Officer to solicit bids and issue the Purchase Order to the vendor with the lowest responsive price quote.

## **BACKGROUND / SUMMARY**

On or about December 27, 2006, a 1999 Chevrolet cargo van was stolen. The van has not been recovered. Risk Management has completed their investigation and the insurance pay-out for the vehicle will be \$14,020. The van was due for replacement in 2010. To date, Fleet Services has collected \$18,573 in replacement costs for this vehicle. Facility Services had planned on replacing the van with a service truck in 2010. The insurance pay-out and the replacement funds will total \$32,593. This amount will cover the cost of the vehicle that they wish to purchase.

## **ENVIRONMENTAL**

The proposed action is not a project and is exempt from environmental review.

## **FISCAL IMPACT**

The cost of the replacement vehicle will be funded by the insurance pay-out and Fleet Services Fixed Asset Replacement Reserves. Fleet will need to pay the total cost the new vehicle and the insurance carrier will reimburse Fleet once the vehicle is purchased.

