



Title: Authorization to Trade in One Vehicle and Purchase a New Vehicle

Resolution number: 21-037

Prepared by: Name: Deb Johnson
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Reviewed by: Name/Title: Brian Beck, Research & Monitoring Program Manager

Recommended action: Authorization to Trade in One Vehicle, Purchase a New Vehicle and Approval for Administrator to Sign Vehicle Purchase Order

Budget considerations: Fund name and code: 1-1002-4222
Fund budget: \$37,000
Expenditures to date: \$100
Requested amount of funding: \$17,171.42

Past Board action: Res #: 18-062 Title: Authorization to Dispose of Two Vehicles and Purchase One New Vehicle

Summary:

The Minnehaha Creek Watershed District (District or MCWD) maintains a fleet of five vehicles that are used primarily by the Research and Monitoring program, along with Permitting and Project Maintenance and Land Management staff. In June 2018 the MCWD Board of Managers passed Resolution 18-062 that lowered the fleet count from six to five vehicles, and authorized the District moving forward to schedule vehicle replacements on an eight year cycle. The District currently has one vehicle, a Ford F150 truck, slated for replacement based on this approved eight year replacement schedule.

The District will utilize the State of Minnesota's (State) procurement contract to purchase the new vehicle through an authorized dealer. In the past, the District has used the State's auction site for disposal purposes. However, District staff compared the trade-in value against recent State auction prices for vehicles of the same make and model to determine which option would yield the greatest return for the District. This comparison showed that a vehicle trade-in would likely result in a greater return for the District. Therefore, District staff recommends trading in the Ford F-150 to maximize the return on the vehicle sale.

The trade-in and proposed purchased vehicle are both Ford F150 trucks. The new truck will include the purchase of a topper, which is new to the District. R&M staff has found that on occasion it is necessary to leave the vehicle with equipment in the truck bed without means to secure it while conducting field work. This has not caused issues in the past, however R&M staff would prefer to proactively safeguard equipment with a secure topper to prevent potential incidents in the future.

The breakdown of this trade-in and purchase is as follows:

New 2021 Ford F150 extended cab truck including license and fees:	\$ 27,671.42
Topper	\$ 2,500.00
Trade in Allowance	\$ 13,000.00
Total Expenditure	\$ 17,171.42

The total of the vehicle will be \$17,171.42 (see cost breakdown above), which is approximately \$18,000 less than the vehicle replacement cost of \$35,000 included in the 2021 budget.

Dealerships are currently taking four to six months to deliver new vehicles therefore we do not anticipate receiving the new vehicle until later this year. The District will retain the current vehicle until the new vehicle becomes available.

Supporting documents (list attachments):

Resolution



RESOLUTION

Resolution number: 21-037

Title: Authorization to Trade in One Vehicle and Purchase a New Vehicle

WHEREAS, The District maintains a fleet of five vehicles for department staff to utilize in the course of their daily operations; and

WHEREAS, In 2018 the District Board of Managers authorized an eight year replacement schedule for the five vehicle fleet; and

WHEREAS, The District’s current 2013 F150 truck has met the eight year replacement cycle; and

WHEREAS, Utilizing the State’s procurement contract the District will trade in the 2013 F150 truck and replace it with a new 2021 F150 model with topper for securing District equipment in the field; and

WHEREAS, Expected delivery of the new vehicle will be within four to six months

NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers: approves the trade-in of one District vehicle towards the purchase of a new vehicle of similar make and model, and authorizes the District Administrator to sign the dealership purchase order reflecting same with a not to exceed price of \$17,171.42.

Resolution Number 21- 037 was moved by Manager _____, seconded by Manager _____. Motion to adopt the resolution ___ ayes, ___ nays, ___ abstentions. Date: 5/27/2021

Secretary Date: _____