

City of Coconut Creek InterOffice Memorandum

To: Peta-Gay Lake, Director
Finance and Administrative Services

Date: April 28, 2022

From: Jessica Cannon
Transportation Supervisor

Subject: Disposition of Vehicles 1206,
1230 & 1240

Authority:

Procurement Policies & Procedures Manual - Section 35: Surplus

35.6 Disposition of Surplus Property

- (2) Property that is in a wrecked, inoperable or partially dismantled condition, or that has deteriorated to the point that it has no apparent monetary value, or may pose a potential risk to the City if disposed of through a sale, may be discarded as trash through an environmentally acceptable method, upon receipt or written approval by the Procurement Official or designee.


Issue:

Vehicle numbers 1206, 1230 and 1240 have been requested by the Fire Department to use for extraction training. Due to the extraction training consisting of cutting into the vehicles the City will be unable to sell them upon training completion. The Fire Department will keep these vehicles for approximately two weeks. Upon completion of usage for extraction training these vehicles, along with their titles will be handed over to Emeralds Towing who will then dispose of the vehicles. While the vehicles are being used the titles will remain with the City Clerk's office. Once Fire has completed their training and are no longer in need of the vehicles they will request the titles from the City Clerk's office and turn them over to Emeralds Towing along with the vehicles.

APPROVED

DATE

DENIED



Peta-Gay Lake, Director
Finance & Administrative Services



5/16/22

Peta-Gay Lake, Director
Finance & Administrative Services