

REPLACEMENT POLICY

It is the policy of the District that District owned vehicles and equipment will be replaced per the established criteria. This policy is a guideline to assist staff and Board Members in replacing vehicles and equipment.

Replacement Criteria – Replacement criteria for the District-owned vehicles and equipment will depend primarily on utilization (miles driven and/or hours operated) and the number of years in service. Other factors to be considered are (not in the order of importance):

- A. Vehicle down time cost
- B. Repair costs
- C. Replacement cost
- D. Availability of new vehicles or equipment
- E. Safety
- F. Public image
- G. Resale value
- H. EPA - emission requirements

Each District vehicle or equipment has been placed in one of the following categories listed below as part of a replacement standard.

Light Vehicle: Pickup, SUV

Large Vehicle: Dump truck, Service truck,

Heavy equipment: Backhoe, Excavator

Special Vehicles: trailers, Snow/ Off road Utility Vehicle

Special equipment: Portable air compressors, stationary generators,

Replacement Schedule –

Categories	Mileage/Hours	Years
1. Light Vehicle	120,000 Miles	7 Years
2. Large Vehicle	80,000 Miles	7 Years
3. Heavy Equipment	6,000 Hours	7 Years
4. Special Vehicles	6,000 Hours	5-7 Years
5. Special Equipment	As Needed	As Needed
5. Miscellaneous	As Needed	As Needed

Guide for Early Replacement –

The consideration for early replacement of a vehicle or piece of equipment often arises when major expenditures are necessary to restore a vehicle or piece of equipment to safe operating condition (repair due to accidents, major mechanical repairs, etc.). The vehicle or equipment shall not be replaced earlier than allowed by the Replacement Schedule except in the following two circumstances:

- A.** Major expenditures for repair should not be made when the cost of the repair plus the vehicle salvage in un-repaired condition exceeds its market resale value in repaired condition.
- B.** Major deferrable expenditures should not be made when a vehicle is in the final six months of its retention cycle. During the period, the penalty for early replacement is low; therefore, the vehicle should be replaced rather than repaired.

Replaced Vehicles/Equipment –

Vehicles/Equipment no longer in service will be declared surplus by the District's Board of Directors following a request by District Staff. Sale of the surplus equipment will be "in the most cost effective manner possible", which may be by salvage, scrap, auction, direct sale upon sealed bid, or another method.