

**Caroline County  
Board of Supervisors Agenda  
Executive Summary**

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**Meeting Date:** February 9, 2021

**Title:** Consent Agenda – Approval of Proposed Purchase over \$50,000 (Department of Public Works/Utilities Replacement Vehicle)

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*(Check Mark)*

<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Closed Meeting
<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> No Action (Information Only)	<input type="checkbox"/> Ordinance
<input type="checkbox"/> Resolution	<input type="checkbox"/> PowerPoint Presentation

**Summary:** As indicated in the attached memorandum, Director of Public Works/Utilities Joseph Schiebel is seeking authorization to purchase a pickup truck for the Utilities Division to replace an existing truck used to pull excavators and a compact track loader used for emergency repairs to the County's water and wastewater system.

The existing vehicle, a 2008 Ford F-250HD with 184,430 miles, is currently inoperable. As Mr. Schiebel explains, the estimated cost to repair the vehicle (\$4,500) now exceeds its estimated value (less than \$3,925 since it is inoperable). Therefore, continuing to repair the vehicle would not appear to be in the County's best interest.

**Budget Impact:** Staff proposes to purchase a replacement vehicle (Chevy 3500 pickup) from the state contract with RK Chevrolet at a cost of \$45,645.

Staff had hoped the vehicle would last until funds could be budgeted in FY 2021/2022 for a replacement. Unfortunately, this proved unworkable. Therefore, the proposed source of funds for the purchase is the Undesignated General Fund Balance as no funds are included in the adopted FY 2020/2021 budget.

**Requested Action from Board of Supervisors:** Approve purchase of replacement pickup truck for the Utilities Division at a cost of \$45,645

**County of Caroline**  
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MEMORANDUM

**TO:** Charles M. Culley, Jr.  
County Administrator

**FROM:** Joseph C. Schiebel  
Director of Public Works/Utilities

**DATE:** February 3, 2021

**Regarding:** **Utility Department Vehicle Replacement**

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The purchase of a replacement truck for the Public Utilities Department has become necessary due to motor issues. The engine is now down, one cylinder, and is no longer functioning. The current vehicle is a 2008 Ford F-250HD pick-up with over 184,430 miles. This unit is used for pulling the excavators and compact track loader to emergency repairs. This 13-year-old unit has a NADA Rough Trade-In Value of \$3,925. This value is for a running vehicle, so the actual value would be lower. The estimated cost to repair/replace the engine is \$4,500.00.

This vehicle meets three of the required replacement criteria established by the Board of Supervisors. Note the policy only requires that it meets two of the requirements.

- Over 12 years old
- Over 150,000 miles
- Over 50% value of a one-time replacement repair

Staff recommends purchasing the new unit through the Virginia State Contract #E194-73326 through R.K. Chevrolet, Inc. This contract is for a Chevy 3500 pick-up truck with a purchase price of \$45,645.00.

This unit was requested to be replaced in the upcoming budget cycle; therefore, no funding has been approved. Staff recommends that funding be provided from the unencumbered fund balance.

Staff, therefore, recommends that Caroline County purchase the replacement pick-up truck through RK Chevrolet, Inc in the amount of \$45,645.00.

I have attached the following:

State Contract – E194-73326

NADA Price report