

## AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission  
From: Jeremy Howard, City Manager  
Date: May 2, 2024  
Re: Sealed Bid Sale of Obsolete Vehicles

For the Agenda of May 6, 2024

---

Background. The City recently purchased a new F350 for Wastewater and a new police patrol vehicle to replace two vehicles that had reached the end of their useful life for the city. Subsequently, the city solicited public sealed bids to dispose of the vehicles which were replaced (2008 Ford Crown Victoria and a 2009 Ford F350).

We received eight bids (*see copy of att'd memos and bid tabulation sheets from DPW Director Luke Potter*). The City received 4 bids for the Crown Vic and 3 bids for the F350. The highest bid for the Crown Vic was received from Mr. Jason Phillips for \$1,050. The highest bid for the F350 was received from Mr. Jason Phillips for \$2,850. The City Commission is asked to consider approving the sale of both obsolete vehicles to Mr. Phillips.

Issues & Questions Specified. Should the City Commission approve the sale of the obsolete vehicles?

Alternatives.

1. Approve the sales to the highest bidder.
2. Approve the sales of the vehicles to an individual other than the high bidder.
3. Direct that new/additional bids be solicited
4. Direct that the vehicle not be sold.
5. Set aside a decision regarding this matter to a later date.

Financial Impact. The sale of the vehicles will garner revenue for the City in the amount of the approved bid price and will concurrently reduce maintenance costs associated with the retention and continued operation of these obsolete vehicles.

Recommendation. I recommend that the City Commission approve the sale of the 2008 Ford Crown Victoria for \$1,050 and the 2009 Ford F350 in the amount of \$2,850 to Mr. Jason Phillips who was the highest bidder on both vehicles by the adoption of Resolution 2024-031 (*copy att'd*).

Attachments.

1. Bid Memo & Tabulation Sheet – 2008 Ford Crown Victoria.
2. Bid Memo & Tabulation Sheet – 2009 Ford F350.
3. Resolution 2024-031.

# Memo

**To:** Jeremy Howard  
**From:** Luke Potter  
**CC:** Department of Public Works  
**Date:** Wednesday, May 1, 2024  
**Re:** Sale of 2008 Ford Crown Vic

---

## **BID AMOUNTS FOR THE 2008 Ford Crown Vic**

Below you will find listed the bid amounts and the companies that submitted the bids. I recommend to the Clare City Commission to award the bid for the sale of the property to Jason Phillips, as he is the highest bidder.

\$1050.00	Jason Phillips
\$611.00	Tracy Dingman
\$510.00	Josh Shuster
\$200.00	Dave Saad

Thank you,

-Luke Potter

Clare Department of Public Works

# Memo

**To:** Jeremy Howard  
**From:** Luke Potter  
**CC:** Department of Public Works  
**Date:** Wednesday, May 1, 2024  
**Re:** Sale of 2009 Ford F350

---

## **BID AMOUNTS FOR THE 2009 Ford F350**

Below you will find listed the bid amounts and the companies that submitted the bids. I recommend to the Clare City Commission to award the bid for the sale of the property to Jason Phillips, as he is the highest bidder.

\$2850.00	Jason Phillips
\$655.50	Mike Allison
\$921.00	Don Short Jr.

Thank you,

-Luke Potter

Clare Department of Public Works

**RESOLUTION 2024-031**

**A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE SALE OF TWO OBSOLETE USED CITY VEHICLES.**

**WHEREAS**, recently purchased a new F350 for Wastewater and a new police patrol vehicle to replace two vehicles that had reached the end of their useful life for the city (2008 Ford Crown Victoria and a 2009 Ford F350); and

**WHEREAS**, said obsolete vehicles are in excess to the City’s needs; and

**WHEREAS**, the City solicited public sealed bids to sell said excess obsolete vehicles; and

**WHEREAS**, 4 bids for the 2008 Ford Crown Victoria were received via sealed bid with the highest bid being received from Mr. Jason Phillips for \$1,050; and

**WHEREAS**, 3 bids for the 2009 Ford F350 were received via sealed bid with the highest bid being received from Mr. Jason Phillips for \$2,850; and

**WHEREAS**, the City Commission has reviewed and considered all bids received and determined the sale of the vehicle to the individual offering the highest bid for each vehicle is unquestionably in the best interests of the City.

**NOW THEREFORE BE IT RESOLVED** that the City Commission of the City of Clare hereby approves the sale of two City-owned obsolete vehicles via sealed bids for a 2008 Ford Crown Victoria with the highest bid being received from Mr. Jason Phillips for \$1,050, and a 2009 Ford F350 with the highest bid being received from Mr. Jason Phillips for \$2,850.

**ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INsofar AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.**

**The Resolution was introduced by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_.  
The Resolution declared adopted by the following roll call vote:**

**YEAS:**

**NAYS:**

**ABSENT:**

Resolution approved for adoption on this 6<sup>th</sup> day of May 2024.

---

Diane M. Lyon, City Clerk