



JAMES A. NOYES, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

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March 6, 2003

IN REPLY PLEASE  
REFER TO FILE: PD-5

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**TRANSFER OF SURPLUS TRANSIT VEHICLE  
TO THE LONG BEACH DISABLED RESOURCES CENTER  
SUPERVISORIAL DISTRICT 4  
3 VOTES**

**IT IS RECOMMENDED THAT YOUR BOARD:**

- 1 Find that the 1995 Ford Van converted to a ten-passenger transit vehicle is surplus to the County's transit needs.
- 2 Approve assisting the Long Beach Disabled Resources Center with its outreach to the disabled community by transferring title of the 1995 Ford Van (Vehicle Identification No. 2B7KB31Z2RK148664) to the Center.
- 3 Authorize the Director of Public Works, or his designee, to execute a Donation Agreement, essentially in the form of the enclosed Donation Agreement, with the Long Beach Disabled Resources Center to provide for the donation of the surplus vehicle.
- 4 Instruct the Director of Public Works, or his designee, to complete the transfer of title and possession of the van upon execution of the Donation Agreement.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The Long Beach Disabled Resource Center has expressed its need for a vehicle that can transport approximately four staff people, two of which need the transportation while in wheelchairs, for their on-going operations. The Center is a nonprofit agency that provides training to the disabled community to maximize their independent living skills and improve their knowledge about available services. The Center also needs this vehicle to provide opportunities for its clientele to occasionally attend social and recreational activities.

On April 25, 1995, Synopsis No. 43, your Board approved the purchase of a 1995 Ford Van for use by the Long Beach Mental Health's Senior Citizen Restoration Program. The van was purchased using funds from the Fourth Supervisorial District's allocation of the Transit Enterprise Fund. Long Beach Mental Health's Senior Citizen Restoration Program staff has informed Public Works that they no longer need this vehicle, as they were recently able to procure two new vans.

We reviewed our current and anticipated transit services and did not find any transit services that were in need of this type of vehicle. Since the vehicle is no longer used for on-going operations by Long Beach Mental Health and no other public transit services are in need of this type of vehicle, it is surplus to the County's needs. The approval by the Board of the donation of this vehicle to the Long Beach Disabled Resources Center will initiate the transfer process.

On April 30, 2002, Synopsis No. 65, your Board approved the July 1, 2002, through June 30, 2003, Paratransit program for the Fourth District. The transit services that the Long Beach Disabled Resources Center proposes to use this vehicle for will be supplemental to these public transit services and will not duplicate them.

When the County purchased the van, decals were installed to identify it as a County vehicle. These decals need to be removed before completing the transfer process. The removal of these decals will necessitate the repainting of the van.

The transfer of this transit vehicle to the Long Beach Disabled Resources Center will allow the continued utilization of the vehicle in transit services that directly benefit County residents. Normally, Public Works would sell this vehicle through a public auction.

### **Implementation of Strategic Plan Goals**

This action meets the County's Strategic Plan Goal of Service Excellence as it provides services to the public in a responsive manner and allows County residents access to learning and social activities, which improves their quality of life. Donating this vehicle to the Center also meets the County's Strategic Plan for Fiscal Responsibility by providing a public-private partnership to improve the mobility of the Center's staff and clientele.

### **FISCAL IMPACT/FINANCING**

This transit vehicle was originally purchased with the Fourth Supervisorial District's allocation of Proposition A Local Return Transit funds, from the Transit Enterprise Fund, administered by Public Works. It has been used in its anticipated service throughout its useful life, therefore its donation to the Long Beach Disabled Resource Center will have an insignificant fiscal impact on the Fourth District's allocation of the Transit Enterprise Fund. The cost to remove the decals and repaint the van is estimated to be \$2,500. Additional work may be required. The cost to remove the decals, repaint the van, and repair as necessary during the repainting process will be financed from the Fourth Supervisorial District's Proposition A Local Return Transit funds available in the Transit Enterprise Fund administered by the Department of Public Works.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Public Works has determined that the 1995 Ford Van is surplus to the County's public transit program and that it would be an asset to the on-going operations of the Long Beach Disabled Resource Center. Transfer of title would be required and can be consummated upon the approval of your Board and the execution of a Donation Agreement similar in form to the enclosed sample.

### **ENVIRONMENTAL DOCUMENTATION**

The recommended actions are not subject to the provisions of the California Environmental Quality Act in that it can be seen with certainty that they will not result in a direct or reasonably foreseeable indirect physical change in the environment in accordance with Section 15061 (b) (3) of the State California Environmental Quality Act Guidelines.

The Honorable Board of Supervisors  
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**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

This action is in the County's best interest, will benefit the staff and clientele of the Long Beach Disabled Resource Center, and will not be in competition with any existing County public transit services.

**CONCLUSION**

Upon approval, please return two approved copies of this letter to Public Works.

Respectfully submitted,

JAMES A. NOYES  
Director of Public Works

DNS:sp  
C031467  
A:\VEHICLES BOARD LTR.WPD

cc: Chief Administrative Office  
County Counsel  
Internal Services Department  
Long Beach Disabled Resources Center  
Long Beach Mental Health's Senior Citizen Restoration Program

## **DONATION AGREEMENT**

The County of Los Angeles, by action of the Board of Supervisors on March 11, 2003, enters into an agreement with the Long Beach Disabled Resources Center, a non-profit agency, located at 2750 East Spring Street, Suite 100, Long Beach California, 90806, hereinafter referred to as Donee, for the donation of a 1995 Ford Van, Vehicle Identification No. 2B7KB31Z2RK148664. As part of the above Board of Supervisors action, this vehicle was found to be surplus to the County's needs.

### **TERMS AND CONDITIONS OF DONATION**

Donee agrees that:

1. Pursuant to the instructions of the Board, this donation is subject to your agency using the vehicle in a manner beneficial to the public good and to the residents of the County of Los Angeles. The donated property is not being acquired for any other purpose.
2. This donation is made with the understanding that the Donee will use this vehicle to transport staff people, some of whom need transportation while in wheelchairs, to weekly and monthly meetings and training sessions throughout the County of Los Angeles. These meetings are to educate the Donee's staff on how to work with disabled clients more effectively so they can provide further training to the disabled community to maximize their independent living skills and improve their knowledge about services available to the disabled community by distributing information on disability-related issues. The Center may also use this vehicle to provide opportunities for their clientele to enrich their social experiences by occasionally transporting them on field trips for social and recreational activities.
3. Upon acceptance of the donated vehicle, said vehicle becomes the sole property of Donee. The property acquired by the Donee is on an "as is," "where is" basis, without guarantee and/or warranty of any kind, except that the vehicle will be painted at County expense to remove current County identification, decals, and markings.
4. Donee will pick up the donated vehicle within ten business days of being contacted by Public Works that the vehicle is ready for pick up. The transfer will occur at the Fleet Management New Vehicle Inspection office located in Public Works' Hollydale Yard at 11282 South Garfield Avenue, Downey, California, 90242.

5. Donee agrees to begin using the donated vehicle in the above service within two (2) months of receiving the vehicle and to keep it in the above service for a minimum of one year thereafter.
6. Accordingly, agreement is hereby reached that the County of Los Angeles Department of Public Works will transfer possession and title of the 1995 Ford Van (Vehicle Identification No. 2B7KB31Z2RK148664) and the Long Beach Disabled Resources Center will accept and utilize the van as described above.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Director of Public Works

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

LLOYD W. PELLMAN  
County Counsel

By \_\_\_\_\_  
Deputy

LONG BEACH DIASABLED RESOURCES CENTER

By \_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

SIGNATURE MUST BE WITNESSED BY A  
NOTARY (Attach appropriate jurat)