

### Vehicle Disposition Certification

KDOT will consider disposition of a vehicle when it reaches 5 years, 100,000 miles, and/or if the vehicle requires extensive and excessive maintenance.

When an agency requests a lien release, the agency must certify the agency's intentions and take one of the following actions with the vehicle. Please check as appropriate and email to [KDOTtransit@ks.gov](mailto:KDOTtransit@ks.gov).

- The vehicle will remain with the agency as a back up vehicle. Prior approval will be authorized by KDOT. The agency will submit a plan for the use of the vehicle including the expected time-period it will be in back up status. While in back up status the vehicle will remain in KDOT's inventory, and the agency agrees to comply with minimum and maximum mileage, reporting, and inspection requirements. **(A Vehicle utilization plan MUST be submitted with this certification to be considered for approval.)**
- The vehicle will be utilized as a non-KDOT vehicles within the agency's fleet.
- The vehicle will be transferred to another 5311 or 5310 sub-recipient eligible to receive assistance.
- The agency will strive to sell the vehicle at FMV. If the vehicle is sold and has a fair market value of more than \$5,000, the agency may retain a portion of the funds- \$5,000 plus the percentage of local share in the original awarded. Any remaining federal share must then be submitted to KDOT to be returned to FTA.
- The agency is A) Donating the vehicle, B) Salvaging the vehicle, or C) parting the vehicle out. Donation or salvage receipts are required before vehicle is removed from BlackCat / KDOT Inventory.

Year/Make \_\_\_\_\_ Model \_\_\_\_\_

VIN # \_\_\_\_\_ Agency \_\_\_\_\_

Mileage \_\_\_\_\_

Reason for Disposal Request \_\_\_\_\_

I hereby certify that when the above vehicle(s) are disposed of it will be done in compliance 2 CFR 200, KDOT's Office of Public Transportation Policy Manual and KDOT's Transit Manager's Handbook.

\_\_\_\_\_  
(Date) Signature of Agency's Authorized Representative / Print Name

\_\_\_\_\_  
(Date) Signature of Approval by KDOT Staff / Print Name