

MEMO

To: Thomas Jefferson Planning District Commissioners
From: Ruth Emerick, Chief Operating Officer
Date: July 26, 2022
Re: Authorization to Engage in Auto Auction

Purpose:

To provide the Commission with an update on vehicle procurement and seek authorization to engage in auto auctions.

Background:

The Cigarette Tax Compliance Agent will be conducting regular site visits throughout the Blue Ridge Cigarette Tax Board's (BRCTB) member jurisdictions, including Charlottesville, the counties of Albemarle, Augusta, Fluvanna, Greene, Madison, and Orange and the Town of Madison. Due to the expected frequency and duration of such travel, it is impractical to reimburse for mileage or use rental vehicles in the long term.

Virginia state contracts for new vehicles have had narrow windows for ordering vehicles from dealerships, with lead times for new vehicles approaching one year for delivery due to supply chain issues. Similarly, the used vehicle market has extremely limited stock and significantly higher prices than before the pandemic.

The Virginia Public Procurement Act allows public bodies to procure goods through public auction, provided that it is in the best interests of the public to do so. Using a public auto auction to procure a vehicle has the potential to reduce the wait time to get a vehicle and save money on that purchase. There is at least one public auto auction located within 100 miles of TJPDC.

Recommendation:

Staff recommends that the TJPDC Commission authorize staff to use public auction to procure a vehicle, up to a maximum purchase price of \$35,000 per the BRCTB's authorization at its March meeting.

If there are any questions or comments, please contact Ruth Emerick at remerick@tjpd.org.