

VEHICLE DISPOSITION REQUEST

Vehicles funded through the Section 5310 and 5311 programs can be disposed of in the following ways:

- 1. Advertised sealed bids (cannot be sold for less than the lowest competent appraisal, upload copies of appraisals with the disposition request).**
- 2. Auto auction (preferred)**
- 3. Private party (must provide two appraisals from responsive dealers, local or internet, upload copies of appraisals with the disposition request).**
- 4. Applicant to retain vehicle for non-transit use. Option allowable only if the vehicle meets all the following criteria:**
 - 100,000 miles or more**
 - Minimum of 4 years old**
 - Value less than \$5,000 (must provide two appraisals from reputable dealers, local or internet, upload copies of appraisals with the disposition request).**

Nebraska-Transit

Dashboard | NE-Transit Dashboard


[Invoices](#) | [Transit Info](#) | [New Applications](#) | [Operating Assistance](#) | [Vehicle](#) | [Vehicle/Equipment Disposition](#) | [Update Employee](#)

Previously Submitted Invoices


Invoice	Action	Status
SEPTEMBER 2014-2015	Download PDF	Submitted

Draft Invoices

Invoice	Progress
AUGUST, 2014-2015	In Progress
JULY, 2014-2015	In Progress
OCTOBER, 2014-2015	In Progress



State Funds Remaining
\$5,040



Federal Funds Remaining
\$10,013

Submitted Operating Assistance Applications

Application	Action	Status
2015-2016	Download PDF	Approved
2016-2017	Download PDF	Approved
2017-2018	Download PDF	Submitted
2018-2019	Download PDF	Submitted

TRANSIT MANAGER'S DASHBOARD

Select Vehicles then

Select Vehicle/Equipment Disposition

Vehicle/Equipment Disposition Request Transit ID: 999

1 2 3 4

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SUB-RECIPIENT INFORMATION

Sub-recipient: transit Admin	Funding Type: 5311
Person Preparing this Application: <input type="text"/>	Title: <input type="text"/>
Phone No.: <input type="text"/>	Email Address: <input type="text"/>

Save Worksheet

WORKSHEET 1

Subrecipient name and funding type will autopopulate.



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Vehicles to be Disposed:

Please select the vehicle(s) to be disposed:

SELECT	VIN	Make	Model	Year	Mileage	Number of Wheel Chair Positions	Condition	Disposition Comments
<input type="checkbox"/>	1G1YZ23J8R5603019	ford	mustang	1991	29100		excellent	
<input type="checkbox"/>	2FTRF18W9XC761338	dodge	challenger	1976	32000		good	
<input type="checkbox"/>	WP1AD2AP2AL684609	ford	torino	1975	5000	1	very good	

Showing 1 to 3 of 3 entries

NOTE:
If vehicles above are incorrect, contact Kari Ruse at: kari.ruse@nebraska.gov

Save Worksheet

WORKSHEET 2

Vehicle list will autopopulate.

nebraskatransit.com needs some information

Script Prompt:
Why are you disposing this vehicle?

OK
Cancel

undefined

Welcome!
transitAdmin

Dashboard
Invoices
Transit Info
New Applications
Operating Assistance
Vehicle
Vehicle/Equipment Disposition
Update Employee

Vehicle/Equipment Disposition Request Transit ID: 999

1 2 3 4

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Vehicles to be Disposed:

Please select the vehicle(s) to be disposed:

SELECT	VIN	Make	Model	Year	Mileage	Number of Wheel Chair Positions	Condition	Disposition Comments
<input type="checkbox"/>	1G1YZ23J8R5603019	ford	mustang	1991	29100		excellent	
<input checked="" type="checkbox"/>	2FTRF18W9XC761338	dodge	challenger	1976	32000		good	
<input type="checkbox"/>	WP1AD2AP2AL684609	ford	torino	1975	5000	1	very good	

Showing 1 to 3 of 3 entries

NOTE:
If vehicles above are incorrect, contact Kari Ruse at: kari.ruse@nebraska.gov

Save Worksheet

WORKSHEET 2

After selecting a vehicle, a pop up box will require an explanation for disposal.

Only one vehicle can be selected at a time, requiring the pop up box display following each selection.



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Intend to dispose the vehicle:

How do you intend to dispose of the vehicle?

- Advertised sealed bids (cannot be sold for less than the average of two competent appraisals)(upload copies)
- Auto auction
- Private party (must provide two appraisals from responsive dealers, local or internet)(upload copies)
- Applicant to retain vehicle for non-transit use. Option allowable only if the vehicle meets all the following criteria:
 1. 100,000 miles or more
 2. Minimum of 4 years old
 3. Value less than \$5,000 (must provide two appraisals from reputable dealers, local or internet)

Note:

A. If the vehicle is valued at and sold for \$5,000 or more, follow the procedure below:

1. Retain the percentage of local match contributed by your agency (ask NDOR if you are unsure) of the proceeds plus a \$225 administrative fee.
2. Forward the remaining balance to NDOR (check payable to NDOR) and a copy of the bill of sale within 30 days of the sale.

* Please note: If the vehicle was purchased with 100% Federal funding from the American Recovery and Reinvestment Act of 2009, the transit system must return all proceeds (minus the \$225 administrative fee) regardless of appraised value.

B. If the vehicle is valued at and sold for less than \$5,000, the transit system may retain 100% of proceeds.

Save Worksheet

File Upload

WORKSHEET 3

Vehicle disposal method and file upload.

Vehicle/Equipment Disposition Request Transit ID: 999

1 2 3 4

← Prev Summary →

Submitted By

Authorized Sub-recipient Representative:

Filled Date:

Save Worksheet

WORKSHEET 4

Submitted by information.



Vehicle/Equipment Disposition Request



For any questions please email:		wayne.masek@nebraska.gov	
Sub-recipient:	transit Admin	Funding Type:	5311
Person Preparing this Application:	Mr X 5311	Title:	TPO
Phone No.:	4029727875	Email:	boston@camry.com

Vehicles to be Disposed:

SELECT	VIN	Make	Model	Year	Mileage	Number of Wheel Chair Positions	Condition	Disposition Comments
<input checked="" type="checkbox"/>	2FTRF18W9XC761338	dodge	challenger	1976	32000		good	undefined

Intend to dispose the vehicle: Auto Auction

Authorized Sub-recipient Representative:	mr autho
Filled Date:	04/05/2016

NDOR Transit Section:

Approved By:	Wayne Masek	Approver Comments:	my comments	Approved Date:	04/07/2016
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Final Disposition:

(To be completed after vehicle/equipment disposition and submitted to NDOR Transit Section)

Date of Disposition: <input type="text" value="04/08/2016"/>	Mileage at Disposition: <input type="text" value="12345"/>	Vehicle Condition at Disposition: <input type="text" value="poor"/> <input type="button" value="v"/>	Amount of Disposition Proceeds: <input type="text" value="9978"/>	Amount of Proceeds to NDOR (if applicable): <input type="text" value="very good use"/>
Authorized Sub-recipient Representative: <input type="text" value="mr y"/>			Date of Submission: <input type="text" value="04/12/2016"/>	

[SUBMIT REQUEST](#)

[RETURN TO DASHBOARD](#)

[DOWNLOAD PDF](#)

SUMMARY PAGE

After submitting the request the status on your dashboard will be “Pending Approval”

✓ Pending Vehicle Disposition Applications	
Vehicle Disposition Applications	Status
#4_999	Pending Disposition
#24_999	Pending Approval
#25_A5310	Pending Approval

When NDOT approves the request status is changed to “Approved” and you can dispose of the vehicle in the approved manner.

✓ Submitted Vehicle Disposition Applications		
Application	Status	Date
#63_A5310	Approved	12-22-2016
#249_A5310	Approved	12-06-2017

When the vehicle has been disposed of, go to your dashboard and open up the vehicle disposition request. Complete the final disposition information and submit the request to NDOT.

Final Disposition:				
(To be completed after vehicle/equipment disposition and submitted to NDOR Transit Section)				
Date of Disposition:	Mileage at Disposition:	Vehicle Condition at Disposition:	Amount of Disposition Proceeds:	Amount of Proceeds to NDOR (if applicable)
06/07/2016	12345	good <input checked="" type="checkbox"/>	123	145
Authorized Sub-recipient Representative:			Date of Submission:	
auth sub reci			06/09/2016	

RETURN

DOWNLOAD SUMMARY

DOWNLOAD ATTACHMENTS

PLEASE NOTE

- A. If the vehicle is valued at and sold for \$5,000 or more follow the procedures below:
 1. Retain the percentage of local match contributed by your agency (ask NDOT if you are unsure) of the proceeds plus a \$225 administrative fee.
 2. Forward the remaining balance to NDOT (check payable to NDOT) and a copy of the bill of sale within 30 days of the sale.
- B. If the vehicle is valued at and sold for less than \$5,000, the transit system may retain 100% of proceeds.