



## Legislation Text

File #: 21-1016, Version: 1

### Memorandum

Date: October 19, 2021

To: The Honorable Lake County Board of Supervisors

From: Scott De Leon, Public Works Director

Subject: **Approve Agreements between the County of Lake and Enterprise Fleet Management for leased vehicles and authorize the Director of Public Works to sign the Agreements**

#### Executive Summary:

In this Department's continued efforts to evaluate the leasing of vehicles instead of purchasing them for use in the County vehicle fleet, staff proposes to lease an additional four (4) vehicles from our current vendor, Enterprise Fleet Management (Enterprise), to be placed in the Central Garage Fleet. Two of these vehicles will go into the general fleet pool for use by any County department, while the other two vehicles will be assigned to specific departments to replace vehicles that have reached their maximum mileage cap.

With each vehicle, an agreement is made with Enterprise that specifies the monthly lease rate and the total cost of the vehicle. While individual agreements are within the Public Works Director's authority to approve, cumulatively the total cost of the four agreements falls within a purchasing range that requires Board approval. Therefore, today's item is intended for your Board to approve the Agreements with Enterprise based on the provisions of the Lake County Purchasing Code and authorize the Public Works Director to sign those Agreements.

The vendor (Enterprise) has contracted with Sourcwell, formally known as the National Joint Powers Alliance (NJPA), to provide fleet management services, and the use of Sourcwell meets the requirements of Ordinance #3109, Purchasing Code No. 38.4 *Cooperative Purchases*. The Sourcwell information on Enterprise and a sample Lease Agreement is attached for your information as well as a list of vehicles that are intended for replacement with leased vehicles. As shown on the attached list, the total amount of the lease contracts is expected to be \$34,756.

#### If not budgeted, fill in the blanks below only:

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

#### Consistency with Vision 2028 (check all that apply):

☐ Well-being of Residents ☐ Public Safety ☐ Not applicable ☐ Disaster Prevention, Preparedness, Recovery

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Economic Development    | <input checked="" type="checkbox"/> Infrastructure              | <input type="checkbox"/> County Workforce |
| <input type="checkbox"/> Community Collaboration | <input checked="" type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake       |

**Recommended Action:**

Approve Agreements between the County of Lake and Enterprise Fleet Management for leased vehicles and authorize the Director of Public Works to sign the Agreements.