

**MEMORANDUM  
COUNTY OF PLACER  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: June 8, 2010

SUBJECT: Extend Authority to Use the Existing Master Lease Agreement with Mike Albert Leasing, Inc. for Vehicle Leasing through June 30, 2011

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**ACTION REQUESTED**

Extend authority to use the existing master lease agreement with Mike Albert Leasing, Inc. for vehicle leasing through June 30, 2011, and authorize the Purchasing Manger to sign all subsequent leasing documents which have been properly budgeted and requisitioned.

**BACKGROUND**

On June 23, 2009 your Board extended the authority through June 30, 2010 to use a countywide fleet vehicle master lease agreement, obtained through competitive Request for Proposals (RFP) 9360, with Mike Albert Leasing, Inc. for multi-year open-end lease agreements. Under this perpetual master lease agreement, the County owns the vehicles at the end of the lease term. Departments use this agreement if they require vehicles but do not have the capital necessary to procure the vehicles outright.

Due to current market uncertainty and the low number of vehicle leases being requested for Fiscal Year 2010/11, staff believes that the current lease agreement is as good or better than the expected result of a new competition based on our very limited business volume. The continued use of the Mike Albert lease agreement gives the County an economical option to lease fleet vehicles as necessary.

**FISCAL IMPACT**

The extension of the master lease agreement will not in itself obligate the County to any expenditures. Funding for lease vehicles will be the responsibility of each individual department as part of the annual budget process.

cc: Clark L. Moots, Director of Administrative Services  
Sandy Hammock, Senior Administrative Services Officer

