

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *BW*
DATE: June 5, 2012
SUBJECT: Extend Authority to Use the Existing Master Lease Agreement with Mike Albert Leasing, Inc. for Vehicle Leasing through June 30, 2013

ACTION REQUESTED

Extend authority to use the existing master lease agreement with Mike Albert Leasing, Inc. for vehicle leases through June 30, 2013, and authorize the Purchasing Manager to sign all subsequent leasing documents which have been properly budgeted and requisitioned.

BACKGROUND

On June 7, 2011 your Board extended the authority 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 through June 30, 2012. 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 2012/13, staff believes that at one percent over prime, the current lease agreement is as good if not 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: Jerry Gamez, Director of Administrative Services
Sandy Hammock, Senior Administrative Services Officer

