



**MEMORANDUM**  
**COUNTY EXECUTIVE OFFICE**  
**Procurement Services Division**  
County of Placer

TO: Board of Supervisors DATE: June 25, 2019  
FROM: Todd Leopold, County Executive Officer  
By: Brett Wood, Purchasing Manager  
SUBJECT: Vanpool Vehicle Leases – Enterprise Holdings

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**ACTION REQUESTED**

Approve the award of competitive Bid No. 100260 to Enterprise Holdings of Roseville, CA for leasing vanpool vehicles for the County's vanpool program on behalf of the Department of Public Works Transit Division in the maximum amount of \$395,000 for the period of July 1, 2019 to June 30, 2022. Funded by the Department of Public Works Transit Division to be included in the Requested Budgets for FY 2019-20, FY 2020-21, and FY 2021-22.

Approve an option to renew the agreement for two (2) additional one-year terms in the maximum amount of \$128,000 annually, authorize change orders up to a maximum cumulative amount of \$39,500, consistent with Placer County's Procurement Policy, and authorize the Purchasing Manager to sign all required documents subject to departmental concurrence and available funding.

**BACKGROUND**

On behalf of the Department of Public Works Transit/TART Division (DPW), the Procurement Services Division developed Invitation for Bids No. 100260 to solicit bids for a new lease agreement for vanpool vehicle leasing services for the County's Vanpool Program. The bid was distributed via the County's e-Procurement system to thirty-two potential bidders and was also posted on the County's website. Five bidders viewed the bid documents and one responsive bid was received.

The only bidder to respond to the bid is Enterprise Holdings, who is the County's current provider. The bid pricing submitted by Enterprise Holdings represents an overall increase of 2.76% compared to the most recent contract pricing. The bid pricing offered by Enterprise Holdings appears to be reasonable as compared to the Rental and Leasing of Goods Price Index which has increased by 5.35% for the period of April 2018 through April 2019. This award supports the Critical Success Factor of supporting all-inclusive prudent financial planning by leasing vehicles as needed versus having to purchase vehicles.

This is a limited market and generally, only one bidder is willing to accept the County's terms and conditions for this service.

Therefore, your Board's approval is required to proceed with award of the agreement in the department's requested amount of \$395,000 for the period from July 1, 2019 through June 30, 2022.

**FISCAL IMPACT**

Funding is provided by Department of Public Works and will be included in the FY 2019-20, FY 2020-21, and FY 2021-22 Requested Budgets. Funds are not encumbered against the agreements until services are provided.

