



LIVINGSTON COUNTY, MICHIGAN
CAR POOL DEPARTMENT

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Phone 517-540-7847 Fax 517-546-5088
Web Site: www.livgov.com/lets

Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, Transportation Director
Date: 10/26/2021
Re: Resolution Authorizing Capital Expenditure and Increase in Authorized Vehicles for the Veterans Services Department – Car Pool

The Car Pool Department is requesting authorization to purchase one (1) additional vehicle for the Veterans Services Department which will be used for non-medical transportation needs, such as veterans outreach, seminars, and appointments at the Veterans Services office. The additional vehicle will increase the Department's fleet count from the current two vehicles to three, which also requires Board authorization.

The new vehicle will be a 2022 Chrysler Voyager van purchased on the State of Michigan MiDeal cooperative purchasing contract from Lafontaine Chrysler Dodge Jeep RAM of Lansing, MI. The cost of the van is not to exceed \$39,626 and will be funded by the Department's awarded FY 2022 County Veteran Service Fund (CVSF) Grant.

The CVSF Grant Guidelines require vehicles to be purchased and not leased, and vehicles must be titled in the recipient agency's name. These requirements preclude leasing the van through Enterprise Fleet Management, but all other elements of vehicle administration will be consistent with the rest of the County fleet. As such the van will be included in the Car Pool Department's maintenance management program and all vehicle operating costs will be charged back to the Veterans Services Department in Munis.

Annual vehicle operating costs for the van including fuel, maintenance, and insurance are estimated at \$4,700 and are included in the Car Pool and Veterans Services 2022 budget requests.

As always, if you have any questions please contact me directly at 517-540-7843.