



Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, Transportation Director
Date: 07/31/2024
Re: Resolution Authorizing an Agreement with Enterprise Fleet Management to Provide Automotive Fleet Management Services – Car Pool

There is an ongoing need to provide fleet management services for Livingston County's fleet of approximately 150 passenger vehicles operated by County departments. In 2019 the County made a strategic decision to partner with a third-party fleet management firm to assist with motor pool functions that were traditionally managed internally, including vehicle procurement, maintenance management, and fuel card services.

The initial five-year contract has demonstrated numerous advantages of partnering with an experienced third-party fleet management provider that offers a full range of services from vehicle acquisition to disposal. The most notable benefits are capital cost financing (open-ended leasing) and maintenance management, which have reduced the budget impact of vehicle acquisition and reduced lifecycle maintenance costs, respectively.

The transition from purchasing vehicles to leasing maintains the County's eligibility for government pricing incentives while reducing the budget impact of vehicle acquisition by spreading the cost over multiple fiscal years. The maintenance management program has reduced lifecycle maintenance costs with third-party auditing of vendor repair orders for all County-owned and leased vehicles, and a Full Maintenance Plan for leased vehicles that covers major repairs for a fixed monthly cost. Other benefits include integrated vehicle telematics, a fuel card program, roadside service, and mobile glass repair service.

In accordance with the County's Procurement Policy, a formal bid process was performed in collaboration with Fiscal Services and CoPro+ to request proposals for Automotive Fleet Management Services per the attached bid synopsis.

The evaluation committee recommends an award to Enterprise Fleet Management, the incumbent vendor, for an agreement term of five (5) years beginning October 1, 2024 and ending September 30, 2029.

As always, if you have any questions please contact me directly at x7843.