



WASHOE COUNTY

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STAFF REPORT BOARD MEETING DATE: February 28, 2017

DATE: February 1, 2017

TO: Board of County Commissioners

FROM: David Gonzales, Equipment Services Superintendent
Community Services Department, 328-2121, dgonzales@washoecounty.us
Bill Ames, Lieutenant
Washoe County Sheriff's Office, 321-4948, wames@washoecounty.us

THROUGH: Chuck Allen, Washoe County Sheriff
Eric Crump, Operations Division Director, Community Services Dept.
Melanie Lever C.P.M., Purchasing and Contracts Manager

SUBJECT: Approve the following:

- (1) continuing a vehicle leasing program for 19 unmarked vehicles for the Washoe County Sheriff's Office, administered by the Community Services Department Operations Division by joining the City of Scottsdale, Arizona's bid #14RP006 for Police Department Undercover Vehicles;
- (2) allowing Enterprise Fleet Management, Inc. to continue as the vehicle provider for a 36-month period at an estimated annual cost of [\$84,924.00]; and
- (3) authorizing the Purchasing and Contracts Manager to execute the leasing contract documents on behalf of the Community Services Department Operations Division and the Washoe County Sheriff's Office. (All Commission Districts.)

SUMMARY

The Washoe County Community Services Department Operations Division and the Washoe County Sheriff's Office (WCSO) are requesting approval to continue its permanently established vehicle leasing program, previously approved by the Board of County Commissioners on October 23, 2012, utilizing the City of Scottsdale, Arizona's bid #14RP006 for Police Department Undercover Vehicles which was awarded to Enterprise Fleet Management in 2013 and renewed in 2016.

Vehicle leasing has been used by the Sheriff's Office since 2008 to replace certain specialty use vehicles in undercover operations. This program offers the flexibility for vehicles to be replaced over a shorter period of time versus the traditional 10 year replacement cycle. This is particularly critical due to the nature of the use of these vehicles for surveillance and the necessity to remain inconspicuous.

AGENDA ITEM # 5.0

Washoe County Strategic Objective supported by this item: Safe, secure and healthy communities.

PREVIOUS ACTION

On May 13, 2014, the Board of County Commissioners (Board) authorized the continuation of vehicle leasing program involving nineteen (19) unmarked vehicles for the Washoe County Sheriff's Office to be administered by the Community Services Department Operations Division, by joining the City of Scottsdale, Arizona's bid #14RP006 for Police Department Undercover Vehicles.

On October 23, 2012, the Board approved the establishment of a permanent vehicle leasing program that had previously only been approved as a pilot project, and authorized a 12 month extension of the current agreement through June 30, 2014, and the release of a new request for proposals (RFP) prior to the expiration of the contract extension period.

On February 8, 2011, the Board authorized a twenty-four month extension to the vehicle leasing Pilot Project.

On February 17, 2009, the Board approved a twenty-four month vehicle leasing Pilot Project (20 used SUVs and Sedans including outsourced full maintenance program) with Enterprise Fleet Management, Inc. with option to renew one additional year.

BACKGROUND

In lieu of releasing a new RFP for the vehicle leasing program it is recommended that the County join the City of Scottsdale bid award to Enterprise Fleet Management, Inc. for the provision of the vehicle leasing program which is substantially the same program and costs as the County's expiring contract with Enterprise, provides a virtually seamless lease transition with vehicles currently in the program, and reduces the administrative costs, resources, and time involved with advertising, evaluating, negotiating, and recommending a new contract. Under NRS 332.195, local governments and the State of Nevada can use or join the contracts of other governmental agencies with the authorization of the contracting vendor.

The Washoe County Community Services Department continues to evaluate the impacts of any leasing program proposal for overall cost efficiency and effectiveness. In this case the nature of the use of these vehicles creates a need to replace them on a more accelerated time schedule than the approved policy allows.

FISCAL IMPACT

This item will enable Equipment Services to negotiate the agreement and work with the vendor to meet in-service delivery dates of August 2017. The estimated annual lease charge will be \$84,924.00 and estimated annual maintenance and repair charges are \$23,000.00. Funding for this expenditure is contained in the Fiscal Year 2017-18 base budget request, fund 669-690100-710620.

RECOMMENDATION

It is recommended the Board of County Commissioners approve the following: (1) continuing a vehicle leasing program for 19 unmarked vehicles for the Washoe County Sheriff's Office, administered by the Community Services Department Operations Division by joining the City of Scottsdale, Arizona's bid #14RP006 for Police Department Undercover Vehicles; (2) allowing Enterprise Fleet Management, Inc. to continue as the vehicle provider for a 36-month period at an estimated annual cost of [\$84,924.00]; and (3) authorizing the Purchasing and Contracts Manager to execute the leasing contract documents on behalf of the Community Services Department Operations Division and the Washoe County Sheriff's Office.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve the following: (1) continuing a vehicle leasing program for 19 unmarked vehicles for the Washoe County Sheriff's Office, administered by the Community Services Department Operations Division by joining the City of Scottsdale, Arizona's bid #14RP006 for Police Department Undercover Vehicles; (2) allowing Enterprise Fleet Management, Inc. to continue as the vehicle provider for a 36-month period at an estimated annual cost of [\$84,924.00]; and (3) authorizing the Purchasing and Contracts Manager to execute the leasing contract documents on behalf of the Community Services Department Operations Division and the Washoe County Sheriff's Office."