

**CITY OF DANA POINT**  
**Financial Review Committee**  
**AGENDA REPORT**

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**DATE:** AUGUST 29, 2017

**TO:** FINANCIAL REVIEW COMMITTEE

**FROM:** MIKE KILLEBREW, ASSISTANT CITY MANAGER

**SUBJECT:** REFERRAL FROM CITY COUNCIL – VEHICLE LEASING PROGRAM

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**RECOMMENDED ACTION:**

That the Financial Review Committee consider Staff's proposal to execute a vehicle leasing program and provide a recommendation to the City Council.

**BACKGROUND:**

At its June 20, 2016 meeting, the City Council took the following action:

CITY COUNCIL DIRECTED THE FINANCIAL REVIEW COMMITTEE TO CONDUCT FURTHER RESEARCH AND ANALYSIS ON THE CITY VEHICLE LEASING PROGRAM CONTRACTS WITH ENTERPRISE FM TRUST, INC. AND ENTERPRISE FLEET MANAGEMENT, INC.

**Attachment 1** to this report is information associated with the proposed vehicle leasing program, and includes the Request for Proposal (RFP) distributed by Staff this past Spring to potential leasing companies, the Staff recommended proposal from Enterprise Fleet Management company, the current list of City-owned vehicles, and copies of the Enterprise vehicle lease and vehicle maintenance agreements.

**SUPPORTING DOCUMENTS:**

**PAGE #:**

Proposed Vehicle Leasing Program Documents:

- A. RFP Vehicle Fleet Management Services.....
- B. Vehicle Leasing RFP Addendum.....
- C. Enterprise Proposal.....
- D. Enterprise Vehicle Leasing Cost for FY17-18.....
- E. City of Dana Point Current Vehicle List.....
- F. Vehicle Lease Agreement with Enterprise.....
- G. Vehicle Maintenance Agreement with Enterprise.....