



**COUNTY OF NEVADA**  
**COMMUNITY DEVELOPMENT AGENCY**  
950 MAIDU AVENUE, SUITE 170, NEVADA CITY, CA 95959-8617  
(530) 265-1222 FAX (530) 478-5799 <http://mynevadacounty.com>

**Sean Powers, Agency Director**

Agricultural Commissioner

Building Department

Environmental Health

Planning Department

Dept. of Public Works

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**NEVADA COUNTY BOARD OF SUPERVISORS**  
**Board Agenda Memo**

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**MEETING DATE:** December 11, 2018

**TO:** Board of Supervisors

**FROM:** **Scotty Borrer, Fleet Services Manager**

**SUBJECT:** Resolution approving Amendment Number 1 to the Agreement between the County of Nevada and Merchants Fleet Management, for the acquisition and use of the FleetShare Motor Pool Management System, extending the term of the contract to June 30, 2021 and increasing the amount of the contract to a new maximum amount not to exceed \$80,180.

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**RECOMMENDATION:** Adopt the Resolution.

**FUNDING:** This agreement directly impacts the Fleet Services budget. Costs associated with this agreement will be spread to County Departments that utilize vehicles by the Fleet Services Division. No budget amendment is needed and there is no additional impact to the General Fund.

**BACKGROUND:** On August 8, 2017, the Nevada County Board of Supervisors adopted Resolution No. 17-414 approving an agreement with Merchants Fleet Management, for the acquisition and use of the FleetShare Motor Pool Management system for the period of July 1, 2017 through June 30, 2018.

The Nevada County Fleet Division assists County staff by managing a motor pool and department owned vehicles. Fleet Services utilizes a software program that allows for an automated motor pool management of 17 county wide pool vehicles and 33 agency assigned vehicles at four County facilities.

Fleet Services has been using the FleetShare Motor Pool Management system to track vehicle utilization, manage the motor pool reservation system, and track vehicle diagnostics. The automated system increases pool car utilization and will increase vehicle availability at the Counties satellite locations. This contract amendment would extend the use of FleetShare for another three fiscal years to continue the success in motor pool management, for fleet and for the additional agency assigned vehicles at four County facilities.



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Fleet Services currently has a total of 50 vehicles that will be using the FleetShare Motor Pool Management System in Fiscal Year 2018/19 for a prorated fiscal year cost not to exceed \$12,395. Subsequent fiscal year costs with annual renewal on July 1, for 2019/2020 and 2020/2021 will not exceed \$23,220 per year, for a new maximum contract amount not to exceed \$80,180.

Contract Expenditure 17/18	\$21,345
Proposed Expenditure 18/19	\$12,395
Proposed Expenditure 19/20	\$23,220
Proposed Expenditure 20/21	\$23,220
Total Contract Expenditure	<b>\$80,180</b>

**Item Initiated by:** Scotty Borrer, Fleet Services Manager

**Approved by:** Trisha Tillotson, Director of Public Works

Submittal Date:

Revision Date: