

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

**October 26, 2021**

**FROM**

**RON LINDSEY, Director, Fleet Management**

**SUBJECT**

Agreement with Canadas Auto Sales, Inc., Doing Business as America's Xpress Rent-A-Car, for Countywide car rental services

**RECOMMENDATION(S)**

Approve **Agreement No. 21-771** with Canadas Auto Sales, Inc., doing business as America's Xpress Rent-A-Car, to provide countywide car rental services at fixed rates, in an amount not to exceed \$300,000, for the period October 26, 2021 through October 25, 2022.

(Presenter: Ron Lindsey, Director, 387-7870 )

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). Departments using car rental services are responsible for ensuring adequate appropriations in current and future budgets, and the impact on each department's budget will depend upon its need for rental car services. Average annual County spending on rental cars is approximately \$51,000; however, that figure dramatically increased during the COVID-19 pandemic and is expected to exceed the \$200,000 threshold, requiring Board of Supervisors' approval. The recommended agreement will result in discounted rental rates and allow for the use of procurement cards (CAL-Card) as a payment method.

**BACKGROUND INFORMATION**

Fleet Management Department (Fleet) provides acquisition, maintenance, repair, modification, and disposal services for the majority of County vehicles and equipment. Fleet operates a motor pool division, which has ownership and/or maintenance and replacement responsibility for approximately 2,200 vehicles or equipment assigned to or used by County departments. When the need for vehicles by departments exceeds the current motor pool inventory, Fleet utilizes outside car rental services to meet those needs.

Canadas Auto Sales, Inc. doing business as America's Xpress Rent-A-Car, is a local San Bernardino company for the provision of rental car services. This vendor will serve as a secondary source in the event that our countywide contract vendor, Enterprise Rent-a-Car, has no available vehicles in nearby locations that meet the departments' requests. Departments that utilize this agreement for travel or day-to-day operations must comply with County policies

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regarding usage. Fleet offers an online portal via their intranet site for County employees to reserve vehicles.

**PROCUREMENT**

This is a non-competitive procurement. Canadas Auto Sales, Inc. is a secondary rental car provider that is needed due to the shortage of rental cars on the market and the time constraints related to obtaining the necessary vehicles, such as for COVID response. County Purchasing supports the non-competitive agreement as a secondary source of local rental cars.

Under County Policy 11-05, all contracts for services in excess of \$200,000 must be approved by the Board.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on September 16, 2021; Purchasing (Stacey Chou, Lead Buyer, 387-7854) on September 15, 2021; Finance (Sofia Almeida, Administrative Analyst, 387-4378) on October 1, 2021; and Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on October 1, 2021.

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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Col. Paul Cook (Ret.)

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: October 26, 2021



cc: Fleet MGMT- Lindsey w/agree  
Contractor- C/O Fleet MGMT w/agree  
File- w/agree  
LA 10/27/2021