

**COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

Subject

Fleet Vehicle And Mobile Equipment Acquisition Policy

**Policy
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Purpose

To establish a policy governing the purchase of County vehicles and mobile equipment, hereinafter referred to as vehicles, to maximize fuel efficiency and control costs. It is the intent of this policy to establish recommended vehicle replacement criteria, limit the procurement of non-fuel-efficient vehicles and to encourage the purchase of vehicles that provide maximum fuel efficiency. The goal of this policy is to realize cost savings through fuel conservation and to protect the public health and environment by reducing the County's carbon footprint and greenhouse gas emissions.

Background

County Charter Section 501.5 authorizes the Board of Supervisors to provide for the regulation and operation of County vehicles. In accordance with this Charter provision, the Board has adopted ordinances further defining the use of County-owned vehicles and designating the Director of General Services as the officer in charge of allocating and controlling the use of County vehicles, with the exception of those under the direction of the Department of Public Works. This policy applies to the responsibilities of both departments. The provisions of this policy are applicable to all County-owned vehicles without regard to the revenue source or fund from which they are acquired.

The County is responsible for protecting the public health and environment, and for the responsible expenditure of public funds. In the area of vehicle use, these goals can be achieved by purchasing the most fuel-efficient, lowest-emission vehicles available.

Policy

It is the policy of the Board of Supervisors that:

1. All vehicles purchased for the County of San Diego's fleet will be: a) consistent with the Board-approved program to standardize fleet vehicles; b) the most fuel-efficient and lowest emissions within the vehicle class/type; c) commercially available; d) practical; and e) fair and reasonably priced for the class/type of vehicles needed for specific assignments.
2. The Department of General Services will use the County of San Diego Green Fleet Action Plan and Implementation Strategy to assist departments in developing Five-Year Vehicle Replacement Plans for departments that operate County vehicles and to achieve the goals identified in the Implementation Strategy.
3. The Directors of General Services and Public Works will use the County of San Diego Green Fleet Action Plan and Implementation Strategy to establish and review annually a Green Vehicle Replacement Standard for each vehicle class of County owned vehicle and mobile equipment. All new vehicle purchase requests will default to this standard.

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4. Departments that request alternatives to the standard County vehicle must provide justification by the director of the requesting department and be approved by the respective Director of General Services or Public Works.
5. The Directors of General Services and Public Works will, on an ongoing basis, evaluate the most economical time to replace County vehicles.

Responsible Departments

1. Department of General Services
2. Department of Public Works
3. Department of Purchasing & Contracting

Sunset Date

This policy will be reviewed for continuance by 12-31-2024.

References

02-24-04 (2)
03-22-05 (6)
12-09-08 (33)
06-28-11 (9)
11-14-17 (16)