

RFP-2020 Fleet Lease

Fleet Leasing of Personal Vehicles

Questions & Answers

**** NOTE: Text of questions are directly copied from emails received without editing. ****

Question: Since Open End lease, what is most important, Lowest monthly payment, larger equity back at end of term or a good blend.

Answer: The City of West Bend is seeking a blend of low monthly payments and a large equity return at the end of term.

Question: Will there be upfitting to the vehicles? If so, will this be performed and financed by the FMC? (We assume no upfitting, because they state they are personal vehicles)

Answer: The services provided will not include upfitting.

Question: What are you referring to or want with "Physical Damage Program?"

Answer: Refer to page 8 of the RFP-2020 Fleet Lease document under SPECIAL CONTRACT REQUIREMENT. Provide a detailed description of services provided when physical damage occurs including routine maintenance, accidental/unexpected damage, damage covered by insurance and damage not covered by insurance.

Question: Do you want proceeds from selling current vehicles applied to the new vehicles?

Answer: The proceeds from vehicles sold will be applied to the cost of new vehicles.

Question: In the lease pricing for the replacement vehicles there are no specific specifications listed. Are there must have options for these vehicle? Trim level? Or is this up to the fleet management providers discretion based on best pricing?

Answer: Trucks must include a gas engine (not diesel), a 5.3L engine or more, 4-wheel drive, and a skid plate package. Vehicles should not have leather or air conditioned seats. Quotes should be given in base models. An alternate quote – with a trim level other than a base model – may be given if it follows the listed specifications.

Question: In consideration of the current climate and timeline, would the City consider accepting only electronic copies?

Answer: No, electric copies will not be accepted. Submit proposals to the City of West Bend Clerk's Office as described on page 5 of the RFP-2020 Fleet Lease document.

Question: For the cover letter signature, would the City accept an electronic signature executed via DocuSign?

Answer: No, an electric signature will not be accepted. The cover letter is to be submitted with an original signature of a person authorized to bind Proposer to the terms of this proposal.

Question: As fleet professionals we certainly have some recommendations on which vehicles to replace sooner than later. Assuming you will be replacing oldest/highest mileage vehicles first, is there a plan over the course of the 5 years for replacement? How many vehicles over the next 3 years? How many to replace in 2021?

Answer: All 22 vehicles will be replaced in 2021. Lease durations are flexible and could be as follows:

- Pickup trucks - 12 month lease
- Terrain/arcadia - 36 month lease
- Vans - 60 month lease

Question: CPG (Government Price Concessions) are offered by the manufacturers and those will be applied to any pricing. Based on current production schedules, factory orders can be out 12-25 weeks depending on the manufacturer and model. Understanding this, there may be a need to order vehicles out of stock from area dealers, this may affect the GPC availability. Have you considered this in your planning? As part of this, are you opposed to a mix of manufactures as the chosen Contractor acquires vehicles for the City of West Bend? (The note on the Fleet Data page allows for variation in make/model but want to confirm that variation isn't specific to the last column in entirety and you are comfortable with multiple make/model across the fleet.)

Answer: A quoted vehicle can vary in make/model from vehicles in the current fleet. Quoted vehicles should be comparable but not limited to a specific manufacturer or model.

Question: A great guideline for Maintenance is \$0.03/mile, many of your vehicles are well over this. Have you considered external maintenance for the fleet as part of a complete Fleet Management Program?

Answer: No. Maintenance work will be completed in-house, not externally through a Fleet Management Program.

Question: Many of your current vehicles list whether they are 4x4 although some replacements are moving from Sedans to a truck or SUV, should we assume 4WD or AWD in those instances?

Answer: Trucks should be 4WD and sedans should be AWD.

Question: Based your current VINs, it appears all vehicles are gas, do you want to stay with gas? Diesel holds value a bit better but fuel costs, currently, lean in gas's favor and maintenance is more costly with diesel.

Answer: Trucks must include a gas engine (not diesel).

Question: Is there a particular Trim Level you are looking for or should we assume the basic level in each category?

Answer: Vehicles should not have leather or air conditioned seats. Quotes should be given in base models. An alternate quote – with a trim level other than a base model – may be given if it follows the listed specifications.

Question: Is there a desire to lease equipment, in the future, as well?

Answer: There are no plans, at this time, to lease additional equipment but it may be considered in the future.

END.

**THIS CONCLUDES ALL QUESTIONS AND ANSWERS AS OF
10:00 A.M. ON MONDAY, SEPTEMBER 21, 2020, PER
REQUEST FOR PROPOSAL, RFP-2020 FLEET LEASE.**