

FLEET ACQUISITION CERTIFICATION<sup>1</sup>

**Executive Order B-2-11, states the following:**

IT IS ORDERED that state agencies and departments are prohibited from purchasing any vehicles for non-emergency use except when:

- The agency or department has fully relinquished its vehicles and equipment pursuant to its analysis and plan approved by DGS;
- The purchase is necessary to protect the health and safety or security of the public;
- The purchase is necessary to provide critical services and functions; or
- The purchase will result in significant cost savings.

The Director of the Department of General Services must approve all such acquisition requests, subject to the review of the Secretary of the Government Operations Agency.

Name of Agency requesting vehicle acquisition exemption under the terms of the

Executive Order:

\_\_\_\_\_

Is seeking an exemption to acquire the following vehicle(s):

Vehicle Type	Additional or Replacement	Purchase, DGS Lease, Commercial Lease or Donation	Quantity	Total Cost
<input type="checkbox"/> Continued on attached additional pages.				

This acquisition request is justified under the terms of Executive Order B-2-11 for the following reasons (please check all that apply and provide a detailed explanation as appropriate):

- 1. This purchase is for emergency vehicles which are not restricted by Executive Order B-2-11. Explain how/why:
- 2. This purchase is for non-emergency vehicles that meet at least one of the three exemption criteria outlined in Executive Order B-2-11 as indicated below:
  - The purchase is necessary to protect the health and safety or security of the public. Explain how/why:
  - The purchase is necessary to provide critical services and functions. Explain how/why:
  - The purchase will result in significant cost savings. Explain how/why:

*I, the undersigned, certify that the proposed fleet acquisitions on this plan are vital, mission critical and in compliance with Public Contract Code 10295.2. (a); and, Executive Order B-2-11.*

Department Director Signature: \_\_\_\_\_  
(The signature shall be by the director. If there is no director within the state entity the signature shall be by the highest level of the executive staff within the applicable state entity. Designees are not acceptable.)

Print Name \_\_\_\_\_

Print Title \_\_\_\_\_

Date: \_\_\_\_\_

Agency Secretary Signature (if Department reports to an Agency): \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

<sup>1</sup> Long term fleet rentals/leases over 30 consecutive calendar days or more than four (4) consecutive work weeks (excluding weekends and holidays) are considered the same as purchases and must follow all fleet acquisition and reporting procedures.

Agency or Department Name:

**Required Approvals**

\_\_\_\_\_  
Robert W. Stroud, Chief  
Office of Fleet and Asset Management

Approved  Denied

\_\_\_\_\_  
Date

Addendum:  Yes  No

Addendum # \_\_\_\_\_

Original Approved on \_\_\_\_\_

\_\_\_\_\_  
Daniel C. Kim, Director  
Department of General Services

Approved  Denied

\_\_\_\_\_  
Date

\_\_\_\_\_  
Marybel Batjer, Secretary  
Government Operations Agency

Approved  Denied

\_\_\_\_\_  
Date