

FLEET ACQUISITION CERTIFICATION¹

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:

Public Contract Code §10295.2.(a), states: No vehicle acquisition request, vehicle purchase order, or new contract shall be approved by the DGS for the purchase of new vehicles that would result in the expenditure of funds unless a certification is received in writing and signed by the secretary or director of an agency or a department, respectively, or his or her designee, that has requested the acquisition of the new vehicles, verifying that the purchase is vital and mission critical for the agency or department. (b) The certification shall include the date, title, and the signature of the person authorizing the purchase.

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: _____

Print Name and Title: _____

Date: _____

Agency Secretary Signature (if Department reports to an Agency): _____

Print Name and Title: _____

Date: _____

¹ 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

Chief
Office of Fleet and Asset Management

Approved Denied

Date

Addendum: Yes No

Addendum # _____

Original Approved on _____

Director
Department of General Services

Approved Denied

Date

Secretary
Government Operations Agency

Approved Denied

Date