



# County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

June 26, 2008

To: Supervisor Yvonne B. Burke, Chair  
Supervisor Gloria Molina  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: William T Fujioka  
Chief Executive Officer

## **STATUS REPORT #3 – COMMITTEE REPORT ON RECOMMENDATIONS TO ENCOURAGE PURCHASE AND USE OF “GREEN” VEHICLES AND USE OF PUBLIC TRANSPORTATION**

On March 13, 2007, the Board of Supervisors directed the Chief Executive Office, in cooperation with the Internal Services Department (ISD) County Energy Team and the Department of Public Works, to develop incentives that would encourage County employees to use “green” vehicles and/or public transportation for commuting to and from work. We provided an initial report on August 17, 2007, and a second status report on October 12, 2007. This is our third status report.

### **VEHICLE PURCHASING SERVICES PROGRAM**

On February 12, 2008, your Board approved the establishment of a Vehicle Purchasing Services Program (Program) for employees of the County of Los Angeles. On motion of Supervisor Burke, the Board further instructed the Chief Executive Office to report back on the following:

- Determine the feasibility of extending the Program to County retirees, contractors and sub-contractors.
- Provide each Department Head, Union and Employee Association with promotional material describing the Program.

*“To Enrich Lives Through Effective And Caring Service”*

*Please Conserve Paper – This Document and Copies are Two-Sided  
Intra-County Correspondence Sent Electronically Only*

Each Supervisor  
June 26, 2008  
Page 3

### **Distribution of Promotional Material**

Promotional material has been developed (attached) and a link to the Program promotional material and agreement has been established on the County's information web page. My office will send the material out along with a cover letter asking Departments and employee groups to assist in making their employees/members aware of the Program and its benefits. Also, we will request Departments to promote the Program on their intranet site and provide the link to the Program's web address. The material will be distributed to the targeted groups prior to June 30, 2008.

### **Paycheck Message**

We pursued the possibility with the Auditor-Controller's office to include a message on the next available paycheck. However, the paycheck message slots were already designated for other programs. Instead, we developed a marketing insert as an alternative. The marketing insert (attached) was distributed in County paychecks for current and retired employees with the April 15, 2008 payday.

### **USE OF PUBLIC TRANSPORTATION**

As we previously indicated, the County does not currently possess the systems or administrative expertise necessary to operate a tax exempt mass transit commuter program, but there are a number of vendors that specialize in this type of service. We are in the process of conducting a Request for Proposal (RFP) for Third Party Administrator services in operating a Commuter Benefit Program. The deadline date to receive bids from potential vendors was May 16, 2008. An Evaluation Committee has been formed and is currently reviewing the Proposals. Once the RFP process is complete and a Third Party Administrator is selected, we will report back to the Board with our findings. We estimate this will be done by the end of August 2008.

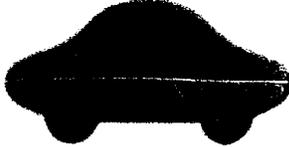
The program will be cost neutral to the County and County employees who participate will have payroll deductions to recover the costs charged by the Third Party Administrator. We have consulted legal counsel's opinion to determine if those costs can also be a pre-tax deduction to the employee and we are awaiting a final determination.

# **ATTACHMENT I**

**PROMOTIONAL MATERIAL TO BE SENT TO  
DEPARTMENTS AND EMPLOYEE GROUPS**

**COUNTY OF LOS ANGELES  
VEHICLE PURCHASING SERVICES PROGRAM  
ALTERNATIVE FUEL VEHICLES**

**Go Green!!! Do your part to help the environment while taking advantage of great price discounts!!!**



**THE PROGRAM**

- **Establishes pre-negotiated pricing agreements with dealerships within the County of Los Angeles**
- **Discounted pricing for the purchase or lease of alternative fuel vehicles available to all County employees, retirees, family members, and contractors/sub-contractors**
- **Offers binding arbitration clauses to resolve disputes between participating dealerships and program participants**

**HOW IT WORKS**

- **Contact the Fleet Department at a participating dealership**
- **Identify yourself as a County employee, retiree, family member, or contractor/sub-contractor**
- **Indicate that you are interested in purchasing or leasing a vehicle through the County of Los Angeles' Vehicle Purchasing Services Program (VPSP)**
- **Select an alternative fuel vehicle and any added options**
- **The dealership will provide you with the pricing according to the VPSP**
- **Determine whether you want to accept the offer**

***If the offer is right for you, drive away in your new environmentally-friendly vehicle!!!***

**For a list of participating dealerships, pricing, and additional information, visit:**

**Internet - <http://lacounty.gov/vpsp.htm>  
County Intranet - <http://web.co.la.ca.us/lacounty/vpsp.htm>**

**If you do not have access to the internet or have questions about the program, please call Bob Ortiz at (323) 267-2272.**

**ATTACHMENT II**

**PAYCHECK MESSAGE**

**(FRONT AND BACK)**

**DISTRIBUTED WITH APRIL 15, 2008 PAYCHECKS**



COUNTY OF LOS ANGELES



LS600h



GS450h



RX400h



Prius



Camry



Highlander

# VEHICLE PURCHASING SERVICES PROGRAM



# GO GREEN



**County of Los Angeles is making a conscious effort to lessen our  
County's carbon footprint on the environment.  
"YOU CAN MAKE A DIFFERENCE TOO!"**

**The County introduces the all new**

## **VEHICLE PURCHASING SERVICES PROGRAM**

- Special Purchasing Options on Hybrid Vehicles.
- Purchase at a pre-negotiated rate from LA County dealerships, including Longo Toyota / Lexus.
- Available to County employees, retirees, family members, and County contractors / subcontractors.

**Internet - <http://lacounty.gov/vpsp.htm>**

**Intranet - <http://web.co.la.ca.us/lacounty/vpsp.htm>**

**Longo Toyota • Longo Lexus • 3536 North Peck Road El Monte CA 91731**