



THE PORT
OF LOS ANGELES
Executive Director's
Report to the

Board of Harbor Commissioners

DATE: OCTOBER 29, 2025

FROM: HUMAN RESOURCES

SUBJECT: RESOLUTION NO. _____ - AWARD OF BID NO. F-1252 TO ENTERPRISE RENT-A-CAR COMPANY OF LOS ANGELES, LLC DBA COMMUTE WITH ENTERPRISE / ENTERPRISE RIDESHARE FOR VANPOOL VEHICLE LEASING

SUMMARY:

Staff requests approval of Bid No. F-1252 (Contract) with Enterprise Rent-a-Car Company of Los Angeles, LLC dba Commute with Enterprise / Enterprise Rideshare (Enterprise), located in Orange, California, for the leasing of vanpool vehicles for the City of Los Angeles Harbor Department (Harbor Department) Vanpool Program (Vanpool Program). The proposed Contract is for a one-year term with two one-year renewal options for a total not-to-exceed amount of \$1,278,180 for the duration of the three-year Contract if all renewal options are exercised. The Harbor Department will be financially responsible for the payment of the costs incurred under the proposed Contract.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners (Board):

1. Find that the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II Section 2 (f) of the Los Angeles City CEQA guidelines;
2. Find that in accordance with the City of Los Angeles Administrative Code Division 10, Chapter 1, Article 2, Section 10.15 (a)(8), the Harbor Department may enter into an agreement with Enterprise utilizing a current agreement for such services with GSD Contract No. ARC 40 250000000065;
3. Approve Bid No. F-1252 with Enterprise for a one-year term with two one-year renewal options for a total compensation amount not to exceed \$1,278,180 for the duration of the three-year Contract if all renewal options are exercised;
4. Authorize the Executive Director to execute and the Board Secretary to attest to Bid No. F-1252; and
5. Adopt Resolution No. _____.

SUBJECT: AWARD OF BID NO. F-1252 TO ENTERPRISE RIDESHARE

DISCUSSION:

Background/Context- Since 2009, the Harbor Department has offered Rideshare programs to encourage employees to rideshare and reduce vehicle emissions including Bike/Walk and Transit Subsidy Reimbursements, and a no-cost Vanpool Program. The Harbor Department Vanpool Program also serves as a recruitment and retention tool.

The South Coast Air Quality Management District (SCAQMD) Rule 2202 requires companies to reduce emissions related to employee commutes. The Harbor Department Rideshare programs are reviewed annually for compliance with SCAQMD Rule 2202.

The City of Los Angeles General Services Department (GSD) executed Contract ARC 40 250000000065 with Enterprise for vanpool vehicle leasing effective March 7, 2025. The City of Los Angeles Department of Water and Power (DWP) executed Contract No. 138010 with AVR on April 17, 2023, which was joined by Los Angeles World Airports (LAWA) for vanpool leasing. The Harbor Department has reviewed and compared the GSD contract with Enterprise to the current DWP contract with AVR and has determined that it is in the Harbor Department's best financial interest to join ("piggyback") on the GSD Contract with Enterprise since it will provide the best available pricing.

Through the proposed Contract Bid No. F-1252 (Transmittal 1) and Bid Addendum No. 1 Vehicle Type and Quantity Update (Transmittal 2), 23 vehicles will be leased including 21 seven-passenger hybrid minivans and two ten-passenger transit vehicles. This is an increase from the 21 vehicles that have been leased for the past six years, which will address the current wait list for the program.

Funds are available in the Fiscal Year (FY) 2025/26 Budget for vanpool leasing in the amount of \$130,230. The lease rate includes insurance, maintenance, and roadside assistance.

Selection Process - The City of Los Angeles Charter Article III, Section 371(e)(8) and Los Angeles Administrative Code Division 10, Chapter 1, Article 2, Section 10.15 (a)(8) allow for "contracts for cooperative arrangement with other governmental agencies for the utilization of the purchasing contracts and professional, scientific, expert or technical services contracts of those agencies and any implementing agreement, even though the contracts and implementing agreements were not entered into through a competitive bid process."

GSD competitively bid Contract No. ARC 40 250000000065 with the award going to Enterprise. Contracting with Enterprise by joining GSD Contract ARC 40 250000000065 will ensure the continuity of the Vanpool Program for up to three years at the best available rates for the Harbor Department.

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ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval of a Contract with Enterprise for the lease of vanpool vehicles for the ongoing operation of the Harbor Department Vanpool Program, which is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

Approval of the one-year Contract with two one-year renewal options with Enterprise authorizes a total amount not-to-exceed \$1,278,180 for vehicle vanpool services. Funding in the amount of \$130,230 is available in the current FY 2025/26 Budget within Account 561010 (Lease Vehicles), Division 65010 (Human Resources). It is anticipated that funds under this Agreement will be expended as follows:

FY 2025/26	\$ 130,230
FY 2026/27	\$ 426,060
FY 2027/28	\$ 426,060
FY 2028/29	\$ 295,830
Total	\$1,278,180

Future fiscal year funding will be requested as part of the annual budget adoption process. The Harbor Department's obligations to pay any amount due for future fiscal years are contingent upon Board appropriation of funds for this purpose. Accordingly, the Harbor Department may terminate the agreement and its future monetary obligations thereunder, effective at the end of any fiscal year.

CITY ATTORNEY:

The Office of the City Attorney has reviewed and approved Bid No. F-1252 as to form and legality.

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TRANSMITTALS:

1. Harbor Department Contract Bid No. F-1252 with attachments
2. Bid Addendum No. 1 Vehicle Type and Quantity Update

FIS Approval: *JS*
CA Approval: *MP*

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