



MEMORANDUM

TO: Mayor and Council Members

FROM: James Scarboro, Chief Procurement Officer
Jennifer Walls, Director, Fleet Mobility Services Department *JW*

THROUGH: Ed Van Eenoo, Chief Financial Officer *EW*

DATE: May 11, 2023

SUBJECT: Clarification Memo for Item #15 – Vehicle Rental Services

The May 18, 2023 City Council agenda includes an item (item 15) for Mayor and Council's consideration to authorize negotiation and execution of a contract for vehicle rental services. Mayor and Council will be seeing a change to the not to exceed amount in the posting language via Changes and Corrections which will post Wednesday, May 17, 2023. The purpose of this memo however, is to clarify the Fiscal Note section of the posted agenda item which currently states, "Funding in the amount of \$495,833 is available from the Fiscal Year 2022-2023 Operating Budget of Fleet Mobility Services."

Due to the updated authorization from \$5,950,000 to a new not to exceed amount of \$2,610,000, the Fleet Mobility Services Department would like to clarify that the Fiscal Note section should instead read, "Funding in the amount of \$174,000 is available from the Fiscal Year 2022-2023 Operating Budget of the Fleet Mobility Services Department."

cc: Jesus Garza, Interim City Manager
Myrna Rios, City Clerk
Anne Morgan, City Attorney