



## MEMORANDUM

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**MEETING TYPE:** Board of County Commissioners  
**MEETING DATE:** October 22, 2024  
**ITEM NAME:** HCSO Fleet Coordinator Contract for Services Agreement  
**SUBMITTED BY:** Robert Gilbert, Management Fellow

**SUMMARY:** The Sheriff's Office has requested a short-term contract for Fleet Coordinator services in order to inventory the Sheriff's Fleet and advise the Sheriff on remaining useful life of vehicles, remove any law enforcement equipment from vehicles designated for auction, coordinate repairs with the Road & Bridge Department as needed, and coordinate with County Staff on ordering necessary parts and vehicular supplies.

**RECOMMENDATION:** Recommend the BOCC move to approve the contract for Fleet Coordinator services for the Sheriff's Office.

**BACKGROUND:** This contract is intended to create an independent contractor relationship and is a short-term solution to assess the needs and status of the Sheriff's Fleet without having to either take deputies off of patrol or compromise other productivity.

**BOARD ACTION TAKEN:**

APPROVED

DENIED

OTHER

**SIGNATURE OF THE CHAIR:** \_\_\_\_\_

**NOTES:**