

# Fleet Services

## Lease FAQs

Q: What does "assigned" vehicle mean?

An assigned vehicle is one that is on a permanent assignment to a particular department or organization. Typically, an assignment is dictated by an ongoing need or continuous and frequent usage.

Q: How are departments or organizations charged for an "assigned" vehicle?

A department is charged a monthly rate based on the type of vehicle. In addition, any fuel used in the vehicle during a billing period is charged as a pass through cost.

Q: How are the rates for assigned vehicles determined?

Rates are based on a calculation consisting of the historical maintenance and repair costs for the vehicle or a group of similar vehicles, the depreciation which acts somewhat like a savings account to be able to purchase a replacement vehicle when this one wears out, and Fleet Services overhead costs that are associated with managing the assets, licensing, titling, safety programs, documentation, and reporting.

Q: Are there different types of rates or rate classes?

Yes, generally there are three classes of rates.

- Rental - these rates are calculated using actual costs as shown in "How are rates determined?" above along with utilization factors and market comparison.
- Assigned consolidated rates - these rates for assigned consolidated vehicles are based on a group of similar vehicles as shown in "How are rates determined?" above.
- Assigned specialized rates - these rates for assigned specialized vehicles are based on a single vehicle historical cost model as shown in "How are rates determined?" above.

Q: What is a "consolidated" vehicle?

A vehicle that is considered as a "consolidated" vehicle is one where there are many similar or like vehicles in the university fleet. A good example is a typical sedan or a half ton pickup. The costs for these vehicles are "consolidated" in order to develop a rate. All departments assigned a vehicle with a consolidated rate pays the same monthly lease rate as all other departments with a similar assigned vehicle.

Q: What services are provided for assigned consolidated vehicles?

We provide the following services for assigned consolidated vehicles:

- Complete routine scheduled and unscheduled maintenance and repairs.
- A loaner vehicle to use while your assigned vehicle is being maintained or repaired.
- A proximity fuel key for accessing the Fleet Services fuel dispensers.
- A State of California issued fuel credit card issued by Voyager for use while out of the local area.
- National Auto Club emergency services provided through Voyager if needed while out of the local area.
- Timely replacement of the vehicle based on approved life cycles.

Q: What is a "specialized" vehicle?

Generally, specialized vehicles are trucks larger than 10,501 pounds gross vehicle weight rating (gvwr), and are unique due to their configuration, body type or functional requirements.

Q: What services are provided for assigned specialized vehicles?

We provide the following services for assigned specialized vehicles:

- Complete routine scheduled and unscheduled maintenance and repairs.
- A loaner vehicle to use while your assigned vehicle is being maintained or repaired.
- A proximity fuel key for accessing the Fleet Services fuel dispensers.
- A State of California issued fuel credit card issued by Voyager for use while out of the local area.
- National Auto Club emergency services provided through Voyager if needed while out of the local area.
- Timely replacement of the vehicle based on approved life cycles (if depreciation had been included in the rate, subject to using department making request on initial purchase.)

Q: Who pays for insurance, how is it billed?

Insurance costs are a pass through cost based on a rate structure provided to Fleet Services by [Risk Services](#). It is included in the rate as a separate line item.

Q: Is there a deductible?

Yes, currently there is a deductible for at fault crash damage. The department is responsible for the deductible and will be charged by Fleet Services. If the fault is not readily apparent, the department will be charged the deductible and if, later found to be not at fault, the deductible will be refunded to the department. See:

- [Risk Management Policy](#)
- [Auto Physical Damage:](#)

Q: Does Fleet Services charge for parking?

No, Fleet Services provides assigned vehicle account information to Transportation and Parking Services (TAPS). Parking fees are charged by TAPS. If you have question regarding parking charges or changes in account information, please contact [TAPS: http://www.taps.ucdavis.edu/](http://www.taps.ucdavis.edu/)

Q: My department needs to add (not replace) an additional vehicle, one that would have a consolidated rate, what is the process?

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Q: How is it funded?

The rate calculation and charges for vehicles in the consolidated rate classes include a provision for additional vehicles. The purchase of these vehicles is generally funded by Fleet Services.

Q: My department needs to add (not replace) a specialized vehicle, one that would have a specialized rate, what is the process?

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Q: How is it funded?

Unlike vehicles in the consolidated rate groups, the rate calculation and charges for vehicles in specialized rate classes do not include a provision for additional vehicles. The purchase of these vehicles is generally funded by the department requiring the vehicle.