

Transportation Services Assigned Vehicle Overview

11/1/2023

Assigned vehicles are those that are typically rented for 3 or more months. For vehicles 0-6 years old rental rate includes purchase cost of vehicle as well as direct and indirect costs. Vehicles purchased at request of a department are assigned for a minimum of 6 years. (Six years is loan amortization term.)

Requests for assigned vehicles are made by contacting Doug Hatt (x3692, doug.hatt@tps.ucsb.edu). Doug will assist in determining availability of a suitable fleet vehicle to meet requesting department's needs. If a vehicle is not available it would be necessary to purchase one.

A department being assigned a vehicle must complete an "Assigned Vehicle Rental Agreement" form. This includes terms such as minimum rental period, vehicle expense and insurance responsibilities, service schedule, UC use policies, etc. It also includes rental rates, starting date and odometer reading, vehicle condition, etc. Agreement must include a recharge budget account number and be signed by an authorized signer.

Rental Rates

The rental rate for an assigned vehicle consists of a number of components. These include purchase cost, administration, maintenance cost, auto insurance and whether or not vehicle has been fully paid for. In addition, there is a \$23 Working Capital Fund replenishment fee, established to help restore fund to a positive balance. (Working Cap provides funds for purchase of vehicles.) There is also a \$25 Deficit Reduction fee, to eliminate accumulated carryforward deficit of \$736,121 from prior 5 years of operation. (Primarily caused by loss of pool vehicle rental revenue due to pandemic.)

Expense	New Vehicle 0 - 6 Years Old	Fully Amortized Vehicle 6+ Years Old
Vehicle Purchase Cost	Purchase Price (6-year amortization)	\$0
Administration	\$169	\$169
Maintenance	Varies with vehicle type	Varies with vehicle type
Auto Insurance*	\$51	\$51
Working Cap Fee	\$23	\$23
Deficit Reduction Fee**	\$25	\$25
Parking Permit***	\$37.50	\$37.50

* Premium determined yearly by UCOP/Risk Management

** May be adjusted yearly to reflect changes in fleet size

*** Rate determined by Parking Services

Maintenance Rates

The maintenance rate for an assigned vehicle varies with type of vehicle and includes expenses for garage labor, parts, outside services and supplies.

Fuel Rates

Fuel dispensed on campus is recharged at cost and is adjusted monthly: Prior month's fuel cost + \$0.14/gal (to fund fueling equipment replacement).