



**MICHAEL S. MONTELEONE**  
EXECUTIVE UNDERSHERIFF

## **ALBANY COUNTY SHERIFF'S OFFICE**

County Court House Albany, New York 12207 (518) 487-5400  
[WWW.ALBANYCOUNTYSHERIFF.COM](http://WWW.ALBANYCOUNTYSHERIFF.COM)

**CRAIG D. APPLE, SR.**  
SHERIFF



**WILLIAM M. RICE**  
UNDERSHERIFF

October 3, 2023

Honorable Andrew Joyce  
Legislative Clerk's Office  
112 State Street, Room 710  
Albany, New York 12207

*WDRS*  
Dear Chairman Joyce:

The attached correspondence is forwarded for presentation to the Albany County Legislature.

Legislative approval is requested to continue the open-ended vehicle master lease agreement established between the Albany County Sheriff's Office and Enterprise Fleet Management, Inc. by Resolutions No. 192 of 2019 and No. 467 of 2022. This approval would extend the authorization, so established, through July of 2024 to account for the deviation between the County's fiscal year and the original vehicles' lease term period. Said legislative approval would also continue the aforementioned vehicle leasing program by authorizing entry into a new 4-year lease term, commencing January 1, 2024 and ending January 1, 2028 or 4 years from the date that a specific vehicle becomes active on the lease. This would enable the leasing of new vehicles for the units of the Law Enforcement or Corrections Divisions of the Albany County Sheriff's Office in an annual amount not to exceed \$400,000.00 to be paid for from budgeted funds supplemented by seizure funds when deemed practical and permissible.

The vehicle leasing program allows for reduced operational costs such as maintenance and fuel consumption by maintaining a newer fleet. It is also a cost effective and reliable process for acquiring and maintaining a safe and efficient fleet whereas it would be fiscally impossible to purchase outright the number of vehicles necessary to maintain the fleet in the same manner.

Should there be any questions, do not hesitate to call.

Sincerely,

*Craig D. Apple Sr.*  
Craig D. Apple Sr.  
Sheriff

Att.

cc: Hon. Daniel P. McCoy, County Executive  
Hon. William Clay, Public Safety Chairman  
Hon. Wanda Willingham, Audit & Finance Committee

REQUEST FOR LEGISLATIVE ACTION

DATE : October 2, 2023

DEPARTMENT: ALBANY COUNTY SHERIFF'S OFFICE

CONTACT PERSON: SHERIFF CRAIG D. APPLE, SR.

TELEPHONE: 518-447-5440

DEPT. REPRESENTATIVE ATTENDING SHERIFF CRAIG D. APPLE, SR.

COMMITTEE MEETING PUBLIC SAFETY

**PURPOSE OF REQUEST:**

ADOPTION OF LOCAL LAW

AMENDMENT OF PRIOR LEGISLATION

X

APPROVAL/ADOPTION OF PLAN/PROCEDURE

BOND APPROVAL

BUDGET AMENDMENT (SEE BELOW)

CONTRACT AUTHORIZATION (SEE BELOW)

X

ENVIRONMENTAL IMPACT

HOME RULE REQUEST

PROPERTY CONVEYANCE

OTHER: (STATE BRIEFLY IF NOT LISTED ABOVE)

Request is to amend the previously authorized open ended lease agreement with Enterprise

Fleet Management extending it through July of 2024 to cover the full terms of the existing vehicles

and authorize a new 4-year lease term to acquire new vehicles as part of the ongoing lease program.

**CONCERNING BUDGET AMENDMENTS**

**STATE THE FOLLOWING**

INCREASE ACCOUNT/LINE NO. \_\_\_\_\_

SOURCE OF FUNDS: \_\_\_\_\_

TITLE CHANGE: \_\_\_\_\_

**CONCERNING CONTRACT AUTHORIZATION,**

**STATE THE FOLLOWING:**

**TYPE OF CONTRACT**

CHANGE ORDER/CONTRACT AMENDMENT

X

PURCHASE (EQUIPMENT/ SUPPLIES)

LEASE (EQUIPMENT/SUPPLIES)

X

REQUIREMENTS

PROFESSIONAL SERVICES

EDUCATIONAL/TRAINING

GRANT: NEW

RENEWAL

SUBMISSION DEADLINE DATE

SETTLEMENT OF A CLAIM

RELEASE OF LIABILITY

OTHER: (STATE BRIEFLY)

**CONCERNING CONTRACT AUTHORIZATION (CONT'D)**

**STATE THE FOLLOWING:**

CONTRACT TERMS/CONDITIONS:

PARTY (NAME/ADDRESS):

ENTERPRISE FLEET MANAGEMENT, INC.

1550 ROUTE 23 NORTH, SUITE 101

WAYNE, NJ 07470

AMOUNT/RATE SCHEDULE/FEE:

Annual total not to exceed \$400,000

TERM:

4 YEARS 2024-2028 (or four years from the date a  
specific vehicle becomes active on the lease)

SCOPE OF SERVICES:

To lease vehicles for the Law Enforcement and  
Corrections Divisions of the Sheriff's Office.

CONTRACT FUNDING:

ANTICIPATED IN CURRENT BUDGET:

YES

X

NO

FUNDING SOURCE:

COUNTY BUDGET ACCOUNTS:

REVENUE:

APPROPRIATION:

A93110.22400 (Automobiles) & A93150.22400

BOND(RES. NO. & DATE OF ADOPTION)

**CONCERNING ALL REQUESTS:**

MANDATED PROGRAM/SERVICE:

YES

NO

X

IF MANDATED CITE: AUTHORITY

ANTICIPATED IN CURRENT ADOPTED BUDGET:

YES

X

NO

IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS:

FISCAL IMPACT - FUNDING:

(DOLLARS OR PERCENTAGES)

FEDERAL

STATE

COUNTY

100%

TERM/LENGTH OF FUNDING

PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION:

RESOLUTION/LAW NUMBER:

No. 192 (2019) & No. 467 (2022)

DATE OF ADOPTION:

05/13/2019 & 11/14/2022

JUSTIFICATION: (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)

This agreement will continue the existing leasing program which will save the County money in  
vehicle maintenance and fuel costs over the life of the agreement as well as enabling the  
cost effective acquisition and efficient maintenance of a safe emergency services fleet.

BACK-UP MATERIAL SUBMITTED (I.E. APPLICATION/APPROVAL NOTICES FROM FUNDING SOURCE,  
BID TABULATION SHEET, CIVIL SERVICE APPROVAL NOTICE, PROGRAM ANNOUNCEMENT, CONTRACTS  
AND/OR ANY MATERIALS WHICH EXPLAIN OR SUPPORT THE REQUEST FOR LEGISLATIVE ACTION.)

SUBMITTED BY:

CRAIG D. APPLE, SR.

TITLE:

SHERIFF

RESOLUTION NO. 192

AUTHORIZING AN AGREEMENT WITH ENTERPRISE FLEET  
MANAGEMENT REGARDING THE LEASE OF VEHICLES FOR THE  
SHERIFF'S OFFICE

Introduced: 5/13/19

By Public Safety Committee:

WHEREAS, The Albany County Sheriff's Office has requested authorization to enter into a four-year agreement with Enterprise Fleet Management in an amount not to exceed \$647,865 for a term commencing July 24, 2018 and ending July 24, 2022 regarding the lease and delivery of seventeen (17) patrol vehicles, and

WHEREAS, The Sheriff indicated that a RFP was issued on behalf of the County through Sourcewell (Contract #060618-EFM) which allows the vehicles to be leased at the lowest price possible and has recommended Enterprise Fleet Management, and

WHEREAS, The Sheriff indicated that leasing the seventeen patrol vehicles will significantly reduce operational cost such as maintenance and fuel consumption, and

WHEREAS, The Sheriff also indicated that four year cost to lease the seventeen patrol vehicles is as follows: Year 1 cost is \$210,621.84, Years 2, 3 and 4 cost is \$145,747.80 per year, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into a four year agreement with Enterprise Fleet Management in an amount not to exceed \$647,865 for a term commencing July 24, 2018 and ending July 24, 2022 regarding the lease and delivery of seventeen (17) patrol vehicles, and, be it further

RESOLVED, That the County Attorney is authorized to approve said lease agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

*Adopted by unanimous vote - 5/13/19*

RESOLUTION NO. 467

AMENDING RESOLUTION NO. 192 FOR 2019 REGARDING THE LEASE  
AND DELIVERY OF SHERIFF'S OFFICE PATROL VEHICLES

Introduced: 11/14/22

By Public Safety Committee and Mr. Commisso:

WHEREAS, By Resolution No. 192 for 2019, this Honorable Body authorized a four-year agreement with Enterprise Fleet Management regarding the lease and delivery of 17 patrol vehicles in an amount not to exceed \$647,865 for a term commencing July 24, 2018 and ending July 24, 2022, and

WHEREAS, The Albany County Sheriff has indicated the request should have been made for 21 vehicles rather than 17 vehicles as the additional vehicles were necessary due to maintenance costs for increased patrols in the City of Albany, and

WHEREAS, The Sheriff has requested an amendment to the agreement with Enterprise Fleet Management in the amount of \$216,875 to reflect a new total contract amount of \$864,740, and

WHEREAS, The Sheriff has also requested to amend the agreement to reflect an ending date of December 31, 2023, rather than July 24, 2022, now, therefore, be it

RESOLVED, By the Albany County Legislature that Resolution No. 192 for 2019 is hereby amended in the amount of \$216,875 to reflect a new total contract amount of \$864,740, and, be it further

RESOLVED, That Resolution No. 192 for 2019 is further amended to reflect an ending date of December 31, 2023, rather than July 24, 2022, and, be it further

RESOLVED, That the County Attorney is authorized to approve said amendments as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

*Adopted by unanimous vote - 11/14/22*

State of New York  
County of Albany

This is to certify that I, the undersigned, Clerk of the Albany County Legislature, have compared the foregoing copy of the resolution and/or local law with the original resolution and/or local law now on file in the office, and which was passed by the Legislature of said County on the 14<sup>th</sup> day of November, 2022, a majority of all members elected to the Legislature voting in favor thereof, and that the same is a correct and true transcript of such original resolution and/or local law and the whole thereof.



IN WITNESS THEREOF, I have hereunto set my hand and the official seal of the County Legislature this 16<sup>th</sup> day of November, 2022.

  
Clerk, Albany County Legislature