



**MASTER AGREEMENT #112025**  
**CATEGORY: Fleet Leasing and Vehicle Management Services**  
**SUPPLIER: Doering Leasing Co. dba Doering Fleet Management**

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Doering Leasing Co. dba Doering Fleet Management, 15300 W. Capitol Drive, Brookfield, WI 53005 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

**Article 1:**  
**General Terms**

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.
- 2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.
- 3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.
- 4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about

Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

- 5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on May 4, 2030, unless it is cancelled or extended as defined in this Agreement.
  1. **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.
  2. **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.
- 6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.
- 7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in RFP #112025 to Participating Entities. In Scope solutions include:
  1. Sourcewell is seeking proposals for Fleet Leasing and Vehicle Management Services, including, but not limited to:
    - a. Services for the acquisition by Sourcewell participating entities, whether by lease or financing, of on-road vehicles of all types or classifications, all weight classes, and all engine types;
    - b. New vehicle service and preparation for the vehicles described in subsection 1. a. above, such as, pre-delivery inspection, parts and accessories installation, and vehicle marking application or installation;
    - c. Preventative maintenance plans, vehicle maintenance and repair services, and related service level agreements for Sourcewell participating entity on-road vehicle fleets of all types; and,
    - d. In addition to the solutions described in subsections 1. a. - c. above, proposers may include a **complementary** offering of the following ancillary services:
      - i. Short-term on-road vehicles rental programs;
      - ii. Upfitting or aftermarket products;
      - iii. Fleet management information technologies, such as: telematics, fleet monitoring, fuel management, fuel tank management, and motor pool/fleet sharing software systems;
      - iv. Roadside assistance including towing, emergency charging, and repairs; and
      - v. Vehicle battery longevity monitoring, replacement plans; including installation, operation, and maintenance of dedicated charging and fueling stations.
- 8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.
- 9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.

- 10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.
- 11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcwell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.
- 12) **Open Market.** Supplier's open market pricing process is included within its Proposal.
- 13) Supplier Representations:**
- a. **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.
  - b. **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.
  - c. **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.
- 14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcwell if it enters a bankruptcy proceeding at any time during the term of this Agreement.
- 15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time during the term of this Agreement.
- 16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to "federal" should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier's Included Solutions with United States federal funds.

- a. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.
- b. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.
- c. **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by

- Sourcwell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.
- d. **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all Agreements by Sourcwell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.
- e. **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.
- f. **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.
- g. **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).
- h. **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years

- after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.
- i. **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.
  - j. **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.
  - k. **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.
  - l. **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
  - m. **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.
  - n. **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.
  - o. **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.
  - p. **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

- q. **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.
- r. **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.
- s. **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.
- t. **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

## **Article 2: Sourcewell and Supplier Obligations**

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

- 1) **Authorized Sellers.** Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.
- 2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
  - Identify the applicable Sourcewell Agreement number;
  - Clearly specify the requested change;
  - Provide sufficient detail to justify the requested change;
  - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
  - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

- 3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
- Maintenance and management of this Agreement;
  - Timely response to all Sourcewell and Participating Entity inquiries; and
  - Participation in reviews with Sourcewell.

Sourcewell's Authorized Representative is its Chief Procurement Officer.

- 4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.
- 5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.
- 6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Sourcewell Participating Entity Account Number;
- Transaction Description;
- Transaction Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Transaction was invoiced/sale was recognized as revenue by Supplier.

If collected by Supplier, the Report may include the following fields as available:

- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;

- 7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities

utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.

- 8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.
- 9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.
- 10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.
- 11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.
- 12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.
- 13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.
- 14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.
- 15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.

- 16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.
- 17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell, arising out of any act or omission in the performance of this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.
- 18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.
- 19) **Grant of License.**
- a) **During the term of this Agreement:**
    - i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.
    - ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.
  - b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.
  - c) **Use; Quality Control.**
    - i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.
    - ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.

- d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.
- 20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.
- 21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.
- 22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:
- a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
- \$1,500,000 each occurrence Bodily Injury and Property Damage
  - \$1,500,000 Personal and Advertising Injury
  - \$2,000,000 aggregate for products liability-completed operations
  - \$2,000,000 general aggregate
- b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.
- c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products

and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

- d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.
- e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

- 23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.
- 24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

### **Article 3: Supplier Obligations to Participating Entities**

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

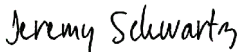
- 1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.
- 2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and

timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.

- 3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.
- 4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.
- 5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity's unique Sourcewell account number.
- 6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.
- 7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.
- 8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

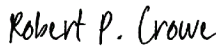
Sourcewell

Doering Leasing Co.  
dba Doering Fleet Management

Signed by:  
  
C0FD2A139D06489...

By: \_\_\_\_\_  
Jeremy Schwartz  
Title: Chief Procurement Officer

Date: 5/4/2026 | 1:35 PM CDT

Signed by:  
  
4230A3CE73E440E...

By: \_\_\_\_\_  
Robert P. Crowe  
Title: Sr. Manager – Government Fleet Sales  
& Leasing

Date: 5/4/2026 | 9:17 AM PDT

# RFP 112025 - Fleet Leasing and Vehicle Management Services

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## Vendor Details

Company Name: Doering Leasing Co.  
Does your company conduct business under any other name? If yes, please state: Doering Fleet Management  
Address: 15300 W Capitol Drive  
Brookfield, WI 53005  
Contact: Bob Crowe  
Email: bob.crowe@doeringfleet.com  
Phone: 407-456-1561  
Fax: 414-918-4441  
HST#: 93-1658802

## Submission Details

Created On: Thursday November 06, 2025 21:50:47  
Submitted On: Wednesday November 19, 2025 22:50:44  
Submitted By: Bob Crowe  
Email: bob.crowe@doeringfleet.com  
Transaction #: f62266eb-bb93-4db2-bcb8-f4a25a041102  
Submitter's IP Address: 147.243.183.39

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**Specifications**

**Table 1: Proposer Identity & Authorized Representatives (Not Scored)**

**General Instructions** (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond “N/A” if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer’s corporate organization affiliation.

Line Item	Question	Response *
1	Provide the legal name of the Proposer authorized to submit this Proposal.	Robert P. Crowe
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Y
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	Doering Leasing Co dba Doering Fleet Management
4	Provide your CAGE code or Unique Entity Identifier (SAM):	ULVVVYBLR9G8
5	Provide your NAICS code applicable to Solutions proposed.	5321; 532112; 532120; 561110; 541614;
6	Proposer Physical Address:	15300 W. Capitol Drive Brookfield, WI 53005
7	Proposer website address (or addresses):	www.doeringfleet.com
8	Proposer’s Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the “Proposer’s Assurance of Compliance” on behalf of the Proposer):	Robert P Crowe - Sr. Manager - Government Fleet Sales & Leasing; bob.crowe@doeringfleet.com; 407-456-1561 Joanne Cornier - Sr. Manager - Government Fleet Sales & Leasing; joanne.cornier@doeringfleet.com; 407-353-0728 Adam Berger - President; adam@doeringfleet.com; 262-395-4961 JW (Chip) Doering - CEO; chip@doeringfleet.com; 262-395-4977 Address for all: 15300 W. Capitol Drive, Brookfield, WI 53005
9	Proposer’s primary contact for this proposal (name, title, address, email address & phone):	Bob Crowe - Sr Manager - Government Fleet Sales & Leasing; 15300 W. Capitol Drive, Brookfield, WI. 53005; bob.crowe@doeringfleet.com; 407-456-1561
10	Proposer’s other contacts for this proposal, if any (name, title, address, email address & phone):	Adam Berger - President; 15300 W. Capitol Drive, Brookfield, WI 53005; adam@doeringfleet.com; 262-395-4961

**Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)**

Line Item	Question	Response *
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<p>11</p>	<p>Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.</p>	<p>Doering Leasing Co., dba Doering Fleet Management is a SMALL BUSINESS, that started as a dealership three generations ago. We transitioned to a leasing and fleet management company in 1989 and have been providing vehicle and equipment acquisition, leasing and financing solutions to commercial, government agencies, educational institutions and non-profit agencies throughout North America. We have successfully established a nationwide dealer network. Our government sales team has worked with government agencies at the federal, state and local levels, combined, for almost seventy-five (75) years. We have maintained steady growth while continuing to emphasize our commitment to customer service and satisfaction.</p> <p>We focus on providing each individual customer the services that they need rather than try to overwhelm them with services and products that they do not need and our retention rates prove that our customers know that they can rely on us.</p> <p>Over more than three decades, Doering has earned a reputation for integrity, innovation, and exceptional customer care. In 2022, the company was recognized as the #1 Fleet Management Company for Customer Service, and in 2025, it was named the #1 Fleet Management Company in the United States—a testament to its commitment to excellence and long-term partnerships.</p> <p><b>Core Values</b>  Integrity: Conducting every aspect of business with honesty, transparency, and respect.  Customer Focus: Building lasting relationships through attentive service and tailored fleet solutions.  Innovation: Leveraging technology and industry insight to create efficient, cost-effective fleet programs.  Accountability: Standing behind every recommendation, promise, and decision.  Teamwork: Collaborating with clients and partners to achieve shared success.</p> <p>Our core values include teaching our sales people to listen rather than sell, treat each customer as if they are the most important customer and go above and beyond to help them meet or exceed the customer's expectations. We believe that old-fashion mid-western persistence and courtesy will give us the edge over the companies that treat people and customers like another number. We believe that no one answer is the result for every fleet. There are a variety of lease and acquisitions options available and many times, the correct answer is a combination of various options rather than just one. We work with every agency on an individual basis.</p> <p><b>Business Philosophy</b>  Doering's philosophy is simple: We try to say "Yes" and we treat each client's fleet as if it were our own. We believe that true partnership means understanding our clients' operations, challenges, and goals—and crafting fleet strategies that drive performance, control costs, and simplify the complex world of vehicle management.</p> <p><b>Industry Longevity</b>  With more than 35 years in the fleet management industry, Doering's leadership and team members bring deep expertise and continuity. Our President joined the company in 2002 and Chip Doering, our CEO, is still involved in the day to day business. Most of the sales team has 15+ years of direct fleet experience, while the government fleet division boasts over 80 years of combined expertise. This longevity and experience allow Doering to anticipate trends, adapt to changing markets, and consistently deliver measurable results for clients nationwide.</p>
<p>12</p>	<p>What are your company's expectations in the event of an award?</p>	<p>Winning a Sourcewell award, like winning #1 Customer Service and #1 FMC, would further validate our company's performance and integrity, especially with the government, education and non-profit buyers. We have many customers that would prefer to use Sourcewell over other cooperative contracts that we offer but at the same time, they want us to handle their fleet management needs. In addition, we would expect that Sourcewell would issue a press release or official communication highlighting our company and key accomplishments. We would expect to be listed in any website, partner directories and industry publications. We would add the award to our website, our social media and promote Sourcewell at various conferences and fleet management expos. We believe that a Sourcewell award would give current and future customers additional confidence in choosing to partner with Doering Fleet Management.</p>

13	<p>Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.</p>	<p>Financial Strength &amp; Capital Position</p> <ul style="list-style-type: none"> <li>Over \$250 million in assets under management (AUM) across leased vehicles and fleet assets, reflecting steady year-over-year growth. (You can give me the current number and I'll insert it.)</li> <li>A consistently strong balance sheet supported by conservative financial management, disciplined underwriting practices, and exceptional portfolio performance.</li> <li>Zero reliance on short-term or high-risk funding structures; our capital approach prioritizes liquidity, long-term stability, and resiliency.</li> </ul> <p>Banking &amp; Credit Relationships</p> <ul style="list-style-type: none"> <li>Long-standing, multi-bank lending relationships with top-tier regional and national financial institutions, providing diversified credit capacity and redundant funding lines.</li> <li>Regularly reviewed and approved fleet lending facilities with strong lender confidence based on Doering's proven asset performance, low loss ratios, and strong financial controls.</li> </ul> <p>Performance History &amp; Stability</p> <ul style="list-style-type: none"> <li>More than 35 years of uninterrupted operations, including through multiple economic cycles, interest-rate environments, and supply-chain disruptions.</li> <li>A portfolio built on predictable cash flows, strong credit underwriting, and disciplined asset management.</li> <li>Zero debt covenant breaches, defaults, or interruptions to client service in the company's history.</li> </ul> <p>Audit, Compliance &amp; Controls</p> <ul style="list-style-type: none"> <li>Annual CPA-audited financial statements demonstrating the company's financial integrity and operational stability.</li> <li>Robust internal controls, segregation of duties, and compliance practices aligned with industry best-in-class standards for financial management and risk mitigation.</li> </ul> <p>Growth &amp; Investment</p> <ul style="list-style-type: none"> <li>Significant reinvestment into technology, systems, and personnel to support national scale.</li> <li>Rapid expansion into new markets, including recent development of a Florida hub and expansion of enterprise-scale client services.</li> </ul>
14	<p>What is your US market share for the Solutions that you are proposing?</p>	<p>We currently have less than 10% of the US market share. However, we have two of the most experienced government fleet managers working in the industry. Bob Crowe has been working in the industry since 1982 and Joanne Cornier has been working with government agencies since 1987. They will help increase our market share if they are able to reference their Sourcewell contract.</p>
15	<p>What is your Canadian market share for the Solutions that you are proposing?</p>	<p>Our Canadian market share is less than 3%. We do have excellent partners in Canada that will assist us with our growth if we are awarded the Sourcewell contract.</p>
16	<p>Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.</p>	<p>N/A</p>
17	<p>How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b).  a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned?  b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?</p>	<p>We are a service provider. We are manufacturer "agnostic". We are an independent, privately-owned company that has the ability to do what is right for our customers. We find the best vehicles for our clients' needs. We purchase vehicles from fleet dealers throughout the United States at state contract pricing or other piggyback pricing in order to lower acquisition cost for our clients. Finding the vehicles, funding the vehicles and preparing paperwork for the clients is handled by Doering employees. We are purchasing the vehicles from a third-party dealership. We do not own any dealerships, which helps us maintain our "agnostic" approach to financing vehicles that work best for our customers.</p>
18	<p>If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.</p>	<p>We have our Business License, our Sales and Tax Certificates for those states that require it. We have our WI Dealer's License, our WI Resale Certificate. In addition, we have CPA Licenses for the President and the VP of Finance. We have CVLE (Certified Vehicle Leasing Executive) Certificates with some of our sales staff.</p>

19	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	N/A	*
20	Describe any relevant industry awards or recognition that your company has received in the past five years.	Doering Fleet Management was recognized as #1 in Customer Service in 2022 and was just recognized as Top Fleet Management Company in 2025. See below link:  <a href="https://www.transportationreview.com/doering-fleet-management">https://www.transportationreview.com/doering-fleet-management</a>	*
21	What percentage of your sales are to the governmental sector in the past three years?	Less than twenty (20%) percent of our sales have been to the government in the past three (3) years. However, during that same time, ninety (90) percent of the sales made by Bob Crowe and Joanne Cornier have been to government agencies. Doering Leasing, Co has hired Bob and Joanne to manage and grow our government portfolio. They have been doing so, using other cooperative purchasing contracts and their time spent speaking at national conferences. Our percentages are increasing yearly and we expect exponential growth with a Sourcewell contract.	*
22	What percentage of your sales are to the education sector in the past three years?	Less than ten (10) percent of our sales have been to the education sector in the past three (3) years. However, during that same time, approximately ten (10) percent of the sales made by Bob Crowe and Joanne Cornier have been to the education sector. We see that growing with the Sourcewell contract and the pipeline of contacts that Bob and Joanne have been developing.	*
23	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	OMNIA Partners - new contract last year - approximately \$12,000	*
24	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	We have a SOSA with Autoflex Fleet, a GSA Supplier. We process any of our federal clients through Autoflex so that they have the ability to use GSA pricing.	*

**Table 2B: References/Testimonials**

**Line Item 25.** Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of Coral Gables	Chief Edward Hudak	305-460-5418	*
City of Bradenton	Asst. Chief Brian Thiers	941-932-9364	*
Village of Cuyahoga Falls	John Campbell – Fleet Manager	330-971-8054	*
Wake Technical Community College	Rick Sapienza - Dean of Transportation Technologies and Director of Hendrick Center for Automotive Excellence	919-532-5635	

**Table 3: Ability to Sell and Deliver Solutions (150 Points)**

Describe your company’s capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
26	Sales force.	We have a sales force with offices strategically located throughout the United States. Our corporate office is in Brookfield, WI. We have our President, CEO and National Sales Manager along with several sales staff working from that office. We also have sales offices located in Chicago, Nashville, Oklahoma City, Omaha, Orlando and Phoenix. We are in the process of opening other offices as well. In addition, we have an extensive dealer fleet manager network, with multiple contacts located in almost every state that will promote our Sourcewell contract because they understand the following: A. If they lease instead of sell, they will sell more vehicles. B. Most agencies are under-funded. They need to lease. The Sourcewell contract will give them that option.	*

27	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	As mentioned above, we have an extensive dealer fleet manager network, with multiple contacts located in almost every state that will promote our Sourcewell contract. We are OEM agnostic which means that we work with all brands and have a great relationship with the Sr Managers overseeing Ford, GM, Hyundai, Kia, Nissan and Stellantis government fleets. We also present on a regular basis at NAFA, GFX, PFE, Sustainable Fleet as well as several regional Fleet Manager conferences. We are well known by Sourcewell field agents – Mike Domin and John Henke and see them several times a year at the various conferences.	*
28	Service force.	<p>Our operations staff all work out of our Brookfield, WI office. They handle all contracts and documents with clients via Docusign. They handle all correspondence with our banks for funding and they handle all insurance needs and tag, title and licensing needs. The sales people work with the various dealerships to get the paperwork to our corporate office.</p> <p>We also have a third party partner for our fleet management services. For the past twenty years, we have been working with Network, which was part of LeasePlan. In the past two years LeasePlan and Donlen were purchased by Wheels and combined into one of the largest Fleet Management Companies in the United States. They rolled our fleet management services into that purchase. Wheels typically handles medium and large fleets, with fleets ranging from several hundred to as large as twenty-five thousand. Doering Fleet Management's customers get the personal touch that a small business can provide while at the same time being allowed the ability to use the most robust fleet management services available in the US. Small agencies, non-profits and education are able to receive the same fleet management services that the largest companies in the United States receive.</p> <p>With the partnership with Network/Wheels, our clients have access to tens of thousands of repair facilities throughout the United States. They also receive the same discounts that the large fleets receive.</p>	*
29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	All orders are processed through our sales team members. The sales team members will coordinate quotes with the clients and the dealerships. Once the sales team submits the order to our corporate office, the operations team will take over and coordinate any bank needs, customer paperwork and tag and title needs. The Proposer, Doering Fleet Management, will ensure that the process is smooth and error free for the clients.	*
30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	<p>At Doering Fleet Management, our customer service program is designed around proactive communication, rapid response, and measurable accountability. We combine experienced personnel, advanced fleet technology, and a streamlined support model to ensure that every Participating Entity receives consistent, high-quality service throughout the life of the agreement.</p> <p>1. Customer Service Structure &amp; Support Model Dedicated Account Management</p> <ul style="list-style-type: none"> <li>• Every Participating Entity is assigned:             <ul style="list-style-type: none"> <li>o A dedicated Account Manager as the primary point of contact</li> <li>o A dedicated Support Coordinator for day-to-day service needs</li> <li>o Access to a specialized team for ordering, maintenance, billing, and telematics support</li> </ul> </li> </ul> <p>This structure ensures continuity, familiarity with each fleet's operations, and ease of communication.</p> <p>Centralized Help Desk</p> <ul style="list-style-type: none"> <li>• Staffed Monday–Friday, 8:00 AM–5:00 PM CT</li> <li>• Live coverage with guaranteed callbacks</li> <li>• A 24/7 800 number for maintenance issues (for those customers on maintenance plan).</li> </ul> <p>2. Standard Service Request Process</p> <p>Step 1: Intake</p> <p>Requests may be submitted via:</p> <ul style="list-style-type: none"> <li>• Dedicated support email</li> <li>• Customer service phone line</li> <li>• Online portal</li> <li>• Mobile app (if applicable)</li> </ul> <p>Each incoming request is automatically logged and assigned a ticket number.</p> <p>Step 2: Triage</p> <p>Requests are categorized by priority:</p> <ul style="list-style-type: none"> <li>• Critical/Urgent: Safety issues, breakdowns, stranded driver, major telematics outage</li> <li>• High: Ordering issues, delivery scheduling, registration problems, billing discrepancies</li> <li>• Standard: Routine questions, fleet reporting requests, minor updates</li> </ul> <p>Step 3: Resolution</p> <p>The coordinator or subject-matter specialist handles the request directly. If multiple steps or approvals are required (e.g., out-of-network maintenance approvals), updates are provided in real time.</p> <p>Step 4: Follow-Through &amp; Confirmation</p> <p>Before closing a ticket, we:</p>	*

		<ul style="list-style-type: none"> <li>• Confirm the issue is fully resolved</li> <li>• Document actions taken</li> <li>• Log any patterns or recurring issues for long-term improvement</li> </ul> <p>3. Response-Time Capabilities &amp; Commitments Doering commits to the following service-level timeframes: Request Type    Response Time    Resolution Target Critical/Urgent    15 minutes or less    Immediate to 1 hour High Priority    Within 1 business hour    Same day Standard    Within 4 business hours    Within 1–2 business days Complex Investigations    Within 1 business day    3–5 business days with status updates These commitments are supported by internal monitoring dashboards and management oversight.</p> <p>4. Proactive Customer Success Measures Scheduled Check-Ins Account Managers conduct:</p> <ul style="list-style-type: none"> <li>• Quarterly strategic review meetings</li> <li>• Annual fleet performance assessments</li> <li>• Utilization, cost, and lifecycle optimization reports</li> </ul> <p>New Customer Onboarding A structured onboarding program ensures:</p> <ul style="list-style-type: none"> <li>• Clear expectations</li> <li>• System training</li> <li>• Policy setup</li> <li>• Ordering and maintenance process alignment</li> </ul> <p>5. Internal Metrics Tracked for Service Excellence To ensure continuous improvement, Doering tracks and reviews:</p> <ul style="list-style-type: none"> <li>• First-Contact Resolution Rate</li> <li>• Average Response Time</li> <li>• Ticket Aging &amp; Open-Issue Backlog</li> <li>• Customer Satisfaction (CSAT) Scores</li> <li>• Net Promoter Score (NPS)</li> <li>• Service-Level Agreement (SLA) Compliance</li> <li>• Vehicle Delivery Timelines</li> <li>• Maintenance Cycle Time &amp; Cost Avoidance</li> </ul> <p>Performance against these KPIs is reviewed weekly, monthly, and quarterly.</p> <p>6. Commitment to Sourcewell Members Doering recognizes that public-sector fleets operate under strict timelines, compliance requirements, and resource constraints. Therefore, we guarantee:</p> <ul style="list-style-type: none"> <li>• Top-priority routing for Sourcewell contract customers</li> <li>• Dedicated contract support personnel</li> <li>• Fast-tracked vehicle ordering and delivery assistance</li> <li>• Transparent reporting for all transactions under the Master Agreement</li> </ul>
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities.	<p>Doering Fleet Management is fully prepared and enthusiastic about providing our complete suite of fleet management products and services to all Sourcewell Participating Entities nationwide. With more than three decades of experience supporting government, municipal, nonprofit, and commercial fleets, we have the infrastructure, expertise, and operational capacity to seamlessly serve entities of all sizes and geographic locations.</p> <p>Our nationwide network of OEM partnerships, upfitting vendors, and transportation providers allows us to source, deliver, and manage vehicles efficiently across the United States. We are committed to ensuring that Participating Entities receive timely vehicle acquisition, transparent pricing, and consistent communication throughout every stage of the fleet lifecycle.</p> <p>Doering’s service model is built on flexibility and responsiveness. We work closely with each Participating Entity to tailor solutions to their operational needs—whether they require full fleet management, leasing programs, fleet electrification guidance, telematics solutions, or maintenance management. Our dedicated government and cooperative-contract specialists ensure smooth onboarding, accurate contract application, and compliance with procurement requirements.</p> <p>We are committed to supporting Sourcewell’s mission by making high-quality fleet solutions accessible, reliable, and easy to use. Doering welcomes the opportunity to work with Participating Entities nationwide and stands ready to deliver exceptional service, efficient processes, and measurable value under this cooperative purchasing agreement.</p>
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	We are fully committed to providing our products and services to participating entities in Canada.

33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	N/A. We can provide vehicles and services throughout the United States. We have an arrangement with one of the largest leasing companies in Canada to handle any needs in Canada.	*
34	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	N/A. All accounts are given options – closed-end, open-end, municipal finance leases. All accounts are given a list of all fleet managements services that are available and they choose which ones that they need.	*
35	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	There are no restrictions. As long as we can get bank approval for the entity, we can deliver the vehicles for lease.	*
36	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	Yes	*

**Table 4: Marketing Plan (100 Points)**

Line Item	Question	Response *
37	Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	<p>Doering Fleet Management will implement a comprehensive, multi-channel marketing strategy to promote the Sourcwell-awarded contract and ensure strong adoption among public-sector agencies nationwide. Our approach combines targeted outreach, education-driven content, digital visibility, and coordinated communication with Sourcwell.</p> <p>1. Co-Branded Awareness Campaign Once awarded, Doering will collaborate with Sourcwell to develop co-branded materials—including brochures, one-page summaries, and digital assets—that clearly explain contract benefits, eligibility, and procurement advantages. These materials will be used consistently across our channels.</p> <p>2. Targeted Outreach to Government &amp; Municipal Segments Our sales and account teams will proactively reach out to cities, counties, states, school districts, utilities, and nonprofits currently in our pipeline or within our historic prospecting regions. Outreach will include email campaigns, personalized introductions, and informational sessions explaining how Sourcwell simplifies fleet procurement.</p> <p>3. Digital Marketing Through Multiple Platforms</p> <ul style="list-style-type: none"> <li>Website Integration: A dedicated landing page on DoeringFleetManagement.com will highlight the Sourcwell contract, benefits, FAQs, and contact paths.</li> <li>Email Marketing: We will run segmented campaigns to public-sector subscribers in our CRM, promoting contract advantages and Doering's fleet management solutions.</li> <li>Social Media: LinkedIn and industry-related platforms will feature targeted posts, case studies, and contract highlights to reach decision-makers in government and education.</li> </ul> <p>4. Educational Content &amp; Webinars Doering will offer webinars—independently and in partnership with Sourcwell—focused on fleet optimization, lifecycle cost reduction, and procurement best practices. These sessions will demonstrate how agencies can leverage the Sourcwell contract to streamline purchasing and reduce operational costs.</p> <p>5. Industry Events &amp; Conferences We will feature the Sourcwell partnership in our presence at public-sector and fleet industry events, such as NAFA, GSA, PFE, Sustainable Fleet, state municipal leagues, transportation conferences, and regional fleet manager associations.</p> <p>6. Integration Into Sales Processes &amp; Proposals All fleet proposals, quotes, and presentations will reference the Sourcwell contract as a compliant, competitively awarded procurement mechanism. This ensures public-sector customers see a clear and consistent path to utilizing the contract.</p> <p>7. Ongoing Member Engagement &amp; Success Stories We will collect and publish case studies, testimonials, and measurable outcomes from agencies that implement fleet programs through Sourcwell. These stories will be shared through digital channels and made available to Sourcwell for additional distribution.</p>

<p>38</p>	<p>Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.</p>	<p>Doering Fleet Management uses a modern, data-driven digital strategy to ensure our marketing efforts reach the right public-sector decision-makers with the right message at the right time. Our approach combines CRM intelligence, analytics tools, targeted digital outreach, and social media engagement to maximize the visibility and utilization of a Sourcewell-awarded contract.</p> <ol style="list-style-type: none"> <li>1. CRM-Driven Targeting and Segmentation We leverage our CRM to organize and segment public-sector prospects by agency type, fleet size, geographic region, and procurement cycle timing. This allows us to tailor messaging and prioritize outreach to agencies most likely to benefit from the cooperative purchasing option.</li> <li>2. Analytics-Based Campaign Optimization Doering uses email and website analytics to track engagement (open rates, click-through rates, time on page, resource downloads) and optimize future campaigns. Engagement data helps refine message timing, content relevance, and calls-to-action, ensuring higher conversion from awareness to contract utilization.</li> <li>3. Website Tracking &amp; Metadata Insights We evaluate website performance using metadata, search patterns, and visitor behavior insights to understand which fleet topics and procurement resources attract the most public-sector interest. These insights guide content creation, landing page optimization, and targeted follow-ups by our sales team.</li> <li>4. Social Media Targeting &amp; Engagement Doering leverages platforms like LinkedIn to reach government, education, and municipal leadership. Our strategy includes: <ul style="list-style-type: none"> <li>• targeted posts and ads promoting the Sourcewell contract,</li> <li>• engagement tracking to refine messaging, and</li> <li>• sharing case studies, fleet insights, and procurement updates that position Doering as a trusted industry resource.</li> </ul> </li> <li>5. Automated Nurture Campaigns Digital automation tools deliver follow-up messages, educational resources, and contract-specific information to agencies showing interest in fleet solutions. This ensures consistent engagement while allowing our sales team to focus on qualified opportunities.</li> <li>6. Integration With Sourcewell's Digital Ecosystem We coordinate with Sourcewell's marketing team to align our digital content with their member outreach. This includes co-branded materials, cross-promotion on digital platforms, and making contract information easily discoverable through both organizations' websites.</li> <li>7. Data-Driven Continuous Improvement Metrics from all digital channels—email, web, social, and sales workflows—are continually evaluated. This data guides marketing strategy refinements, helping us better align outreach with agency needs and improve overall contract adoption.</li> </ol>
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<p>39</p>	<p>In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?</p>	<p>In our view, Sourcewell plays a pivotal role in increasing visibility, trust, and adoption of the agreements resulting from this RFP. For Doering Fleet Management, Sourcewell acts as a valued cooperative procurement partner whose support helps public-sector agencies confidently access best-in-class fleet solutions. Specifically, Sourcewell promotes awarded agreements by:</p> <ul style="list-style-type: none"> <li>• Showcasing the awarded contract nationally through its website, contract listings, newsletters, and outreach to thousands of member agencies that rely on Sourcewell for compliant and competitively awarded solutions.</li> <li>• Educating members on the scope, benefits, and procurement advantages of the awarded contract—helping agencies understand how Doering's fleet management programs align with their operational and budgetary goals.</li> <li>• Supporting contract utilization by providing streamlined procurement documentation and resources that simplify the contracting process for public agencies.</li> <li>• Offering joint marketing and communication tools—such as webinars, case studies, and outreach resources—that help increase awareness of available fleet services.</li> <li>• Providing assurance of compliance and integrity through a rigorous, transparent competitive solicitation process, which strengthens member confidence in selecting Doering through a cooperative purchasing pathway.</li> </ul> <p>While Doering remains responsible for proactive outreach and education within the fleet industry, Sourcewell's trusted platform and established relationships significantly enhance the reach and accessibility of the awarded contract. Together, this partnership ensures that agencies nationwide can efficiently discover, evaluate, and adopt Doering's fleet management solutions.</p> <p>Doering Fleet Management would fully integrate a Sourcewell-awarded contract into our national sales strategy to ensure public-sector agencies experience a seamless, compliant, and highly efficient procurement process. Our approach includes:</p> <ol style="list-style-type: none"> <li>1. Embedding Sourcewell into our sales training and onboarding All sales, account management, and customer support teams would be trained on the contract's scope, pricing structure, eligibility requirements, and procurement advantages. This ensures consistent messaging and confident guidance during every customer interaction.</li> <li>2. Making Sourcewell the primary procurement pathway for eligible public agencies For government, municipal, education, and nonprofit clients, Sourcewell becomes the recommended and default contracting mechanism when appropriate. This allows agencies to bypass lengthy bid cycles and focus directly on evaluating Doering's fleet solutions.</li> <li>3. Integrating Sourcewell documentation and workflows into our CRM Bid documents, contract numbers, pricing references, and qualification checklists are incorporated directly into our sales tools and CRM so our team can present a complete, compliant package from the first conversation.</li> <li>4. Aligning our proposals and presentations with Sourcewell language All fleet proposals, quotes, and renewal documents will highlight how using the Sourcewell agreement ensures compliance, expedites procurement, and delivers competitively awarded value.</li> <li>5. Joint marketing and outreach with Sourcewell We would collaborate with Sourcewell to leverage co-branded resources, webinars, case studies, and member outreach to educate agencies on the contract's benefits and Doering's fleet capabilities.</li> <li>6. Streamlining implementation for agencies Once an agency elects to use the Sourcewell contract, our account team provides guided onboarding, documentation, and a step-by-step procurement path, ensuring fast and frictionless adoption.</li> <li>7. Continuous feedback and optimization Sales leadership monitors usage, feedback, and barriers to ensure our process evolves as contract needs or member expectations change.</li> </ol>
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40	<p>Are your Solutions available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.</p>	<p>Yes. Doering Fleet Management supports an efficient, streamlined e-procurement process that enables governmental and educational agencies to initiate, review, and approve fleet orders digitally. Our system is designed to reduce administrative burden, expedite approvals, and ensure full transparency at every step of the procurement process.</p> <p>1. Digital Ordering &amp; Approval Workflow Doering provides electronic quote generation, digital purchase approvals, and online documentation exchange through our integrated CRM and proposal systems. Public-sector agencies can receive contract-aligned pricing, review specifications, and approve orders electronically without requiring paper-based submissions.</p> <p>2. Secure Document Management All procurement-related documents—including quotes, fleet specs, Sourcewell contract references, and vehicle upfit details—are delivered electronically via secure portals or encrypted email. This allows agencies to store and retrieve procurement documents efficiently for audit and compliance purposes.</p> <p>3. Integration With Agency Systems Many agencies use Doering's digital processes in conjunction with their own internal procurement systems (such as Bonfire, OpenGov/ProcureNow, or state-level procurement portals). Doering seamlessly provides digital quotes, compliance documentation, and contract information in formats compatible with these platforms.</p> <p>4. Electronic Signature Capabilities Doering supports e-signature workflows (e.g., DocuSign) for purchase authorizations, contract confirmations, and fleet management agreements. This has significantly reduced the cycle time for public entities needing multi-level internal approvals.</p> <p>5. Online Fleet Planning &amp; Lifecycle Tools Government and educational customers frequently use our digital fleet planning tools to analyze lifecycle costs, replacement schedules, and budgeting needs prior to submitting purchase requests through their e-procurement workflow.</p> <p>6. How Government &amp; Educational Agencies Use It Public-sector clients regularly rely on our e-procurement capabilities to:</p> <ul style="list-style-type: none"> <li>• request fleet proposals digitally,</li> <li>• receive fast, contract-compliant pricing,</li> <li>• approve vehicle orders electronically,</li> <li>• exchange upfitting specifications and documentation,</li> <li>• track progress from order to delivery, and</li> <li>• maintain auditable procurement records.</li> </ul> <p>This digital-first approach has been especially beneficial for municipalities, K-12 school districts, colleges, utility districts, and regional government agencies seeking to streamline purchases and reduce administrative overhead.</p>
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**Table 5A: Value-Added Attributes (100 Points, applies to Table 5A and 5B)**

Line Item	Question	Response *
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<p>41</p>	<p>Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.</p>	<p>Doering Fleet Management provides a comprehensive suite of training and support programs designed to ensure that Sourcewell participating entities fully understand their fleet, maintain operational efficiency, and maximize the value of their vehicles and fleet programs. Training is flexible, scalable, and tailored to the unique needs of municipalities, educational institutions, and other public-sector agencies.</p> <p>1. Fleet Program Onboarding &amp; Orientation (Standard – No Cost)                  All Sourcewell members receive onboarding support at no cost. This includes:</p> <ul style="list-style-type: none"> <li>• Overview of fleet management program structure</li> <li>• Ordering processes and lifecycle cost planning</li> <li>• Review of telematics, maintenance programs, and reporting tools</li> <li>• Guidance on agency-specific workflows</li> </ul> <p>Delivered by: Doering Account Managers                  Format: Virtual or onsite (depending on agency size and needs)</p> <p>2. Driver &amp; Operator Training (Available &amp; Optional – See attached checklist for prices)                  Doering offers training to help vehicle operators understand best practices for safe usage, fuel efficiency, and equipment care. This is especially valuable for agencies adopting new vehicle types or upfitted units.                  Topics include:</p> <ul style="list-style-type: none"> <li>• Basic vehicle operation and safety</li> <li>• Pre- and post-trip inspections</li> <li>• Use of installed safety equipment or accessories</li> <li>• Telematics device functionality (if applicable)</li> </ul> <p>Delivered by: Doering Fleet Specialists or Third Party Partners                  Format:</p> <ul style="list-style-type: none"> <li>• Virtual: (Available &amp; Optional – See attached checklist for prices)</li> <li>• Onsite: (Available &amp; Optional – See attached checklist for prices)</li> </ul> <p>3. Maintenance Program Training (Standard – No Cost)                  For agencies using Doering’s maintenance management program, we provide training on:</p> <ul style="list-style-type: none"> <li>• Preventive maintenance schedules</li> <li>• How to use the maintenance authorization process</li> <li>• Understanding real-time maintenance alerts</li> <li>• Evaluating repair decisions and cost avoidance</li> <li>• Warranty coordination</li> </ul> <p>Delivered by: Doering Maintenance Program Coordinators or Third Party Partners                  Format: Virtual sessions with supplemental guides and documentation</p> <p>4. Telematics &amp; Data Reporting Training (Available &amp; Optional – See attached checklist for prices)                  If an agency chooses to integrate telematics or advanced data reporting tools, Doering offers comprehensive training on:</p> <ul style="list-style-type: none"> <li>• Platform navigation</li> <li>• Dashboard setup</li> <li>• Driver behavior monitoring</li> <li>• Fuel and idling reduction strategies</li> <li>• Real-time vehicle health alerts</li> <li>• Reporting and analytics tools</li> </ul> <p>Delivered by: Doering Telematics Support Team or Telematics OEM Partner</p> <ul style="list-style-type: none"> <li>• Most virtual training is free</li> <li>• Platform-specific fees are governed by telematics providers (if selected)</li> </ul> <p>5. Upfit &amp; Equipment Training (Optional – No Cost)                  For vehicles receiving specialized or custom upfitting, Doering coordinates training with the upfit provider to ensure personnel understand:</p> <ul style="list-style-type: none"> <li>• Use of installed equipment</li> <li>• Safety and operational requirements</li> <li>• Manufacturer-recommended maintenance</li> <li>• Troubleshooting guidance</li> </ul> <p>Delivered by: Upfit Manufacturers or Doering Project Managers                  Format: Virtual or onsite depending on the equipment type                  Cost: No cost; included as part of the upfit delivery process</p> <p>6. Ongoing Support &amp; Refresher Training (Standard – No Cost)                  Doering provides continuous support throughout the life of the fleet program, including:</p> <ul style="list-style-type: none"> <li>• Annual or periodic refresher training sessions</li> <li>• New staff onboarding for fleet or procurement personnel</li> <li>• Updates when new tools, systems, or reporting capabilities are introduced</li> </ul> <p>Delivered by: Account Management and Support Teams                  Format: Virtual or onsite (case-by-case)</p>
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<p>42</p>	<p>Describe any technological advances that your proposed Solutions offer.</p>	<p>Management integrates multiple technological advancements into our fleet management solutions to help public-sector agencies operate safer, more efficient, and more cost-effective fleets. Our technology ecosystem is designed to streamline procurement, enhance data visibility, and optimize the lifecycle performance of every vehicle.</p> <p>1. Advanced Lifecycle Costing &amp; Fleet Analytics Doering uses modern fleet analytics tools that provide participating entities with:</p> <ul style="list-style-type: none"> <li>• real-time lifecycle cost modeling,</li> <li>• replacement strategy recommendations,</li> <li>• depreciation forecasting,</li> <li>• maintenance trend analysis, and</li> <li>• budgeting tools for long-term planning.</li> </ul> <p>These data-driven insights help agencies make faster, more informed decisions.</p> <p>2. Integrated Maintenance Management Technology Our maintenance platform incorporates:</p> <ul style="list-style-type: none"> <li>• automated maintenance scheduling,</li> <li>• digital repair authorizations,</li> <li>• real-time alerts on maintenance needs,</li> <li>• warranty tracking, and</li> <li>• repair cost benchmarking.</li> </ul> <p>Agencies benefit from increased transparency, controlled costs, and fewer administrative steps.</p> <p>3. Telematics &amp; Vehicle Health Monitoring (Optional) Through partnerships with leading telematics providers, Doering offers:</p> <ul style="list-style-type: none"> <li>• GPS tracking and geofencing,</li> <li>• driver behavior monitoring,</li> <li>• fuel and idling analytics,</li> <li>• vehicle diagnostic alerts (DTC codes), and</li> <li>• predictive maintenance indicators.</li> </ul> <p>These tools help improve safety, enhance operational oversight, and reduce downtime.</p> <p>4. Digital Procurement &amp; Contracting Tools Doering enables fully digital processes, including:</p> <ul style="list-style-type: none"> <li>• electronic quoting and contracting,</li> <li>• e-signature workflows,</li> <li>• secure document management portals, and</li> <li>• automated approval paths for fleet procurement.</li> </ul> <p>This significantly reduces cycle time and eliminates paper-based bottlenecks for governmental and educational agencies.</p> <p>5. Upfitting Technology &amp; Equipment Integration Doering collaborates with upfit manufacturers that integrate modern safety and operational technologies, such as:</p> <ul style="list-style-type: none"> <li>• LED warning systems,</li> <li>• smart cargo management solutions,</li> <li>• modern mobility/safety equipment,</li> <li>• vehicle camera and recording systems, and</li> <li>• ergonomically enhanced designs.</li> </ul> <p>Each vehicle can be customized with technology that enhances safety, compliance, and workforce productivity.</p> <p>6. Data Dashboards &amp; Reporting Doering provides dashboards that consolidate all key fleet metrics in one place:</p> <ul style="list-style-type: none"> <li>• cost summaries,</li> <li>• maintenance history,</li> <li>• utilization rates,</li> <li>• telematics data (if selected),</li> <li>• ordering status,</li> <li>• fuel trends.</li> </ul> <p>These dashboards support transparency and help agencies track and improve performance over the entire vehicle lifecycle.</p> <p>7. Predictive &amp; Proactive Fleet Optimization By combining lifecycle analytics, maintenance data, and telematics insights, Doering helps agencies:</p> <ul style="list-style-type: none"> <li>• predict optimal replacement timing,</li> <li>• minimize downtime events,</li> <li>• control total cost of ownership,</li> <li>• project budget impact years in advance.</li> </ul> <p>This proactive approach sets our solution apart from traditional, reactive fleet programs.</p> <p>In summary Doering's proposed solutions leverage a modern, interconnected technology platform that supports:</p> <ul style="list-style-type: none"> <li>• smarter procurement,</li> <li>• safer operations,</li> <li>• deeper cost transparency, and</li> <li>• optimized lifecycle management.</li> </ul> <p>These technological advancements enable Sourcewell participating entities to operate fleets that are more efficient, more sustainable, and easier to manage.</p>
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<p>43</p>	<p>Describe any “green” initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.</p>	<p>Doering Fleet Management is committed to helping public-sector agencies reduce emissions, improve fuel efficiency, and transition to more sustainable fleet operations. We also practice what we preach. Up until about 2023, Doering Fleet Management was one of top 5 fleets in the United States operating electric vehicles. Our solutions incorporate modern technologies, strategic planning tools, and environmentally focused best practices that support agencies in meeting local, state, and federal sustainability objectives.</p> <p>1. Fleet Electrification &amp; Alternative Fuel Strategy Doering provides comprehensive planning and consulting to assist agencies in adopting electric vehicles (EVs) and alternative-fuel models where operationally appropriate. This includes:</p> <ul style="list-style-type: none"> <li>• EV lifecycle cost analysis</li> <li>• EV vs. ICE suitability assessments</li> <li>• Charging infrastructure planning</li> <li>• Total cost-of-ownership forecasting</li> </ul> <p>Certifying Agencies / Standards:</p> <ul style="list-style-type: none"> <li>• EPA – SmartWay guidance for improving fuel efficiency and reducing emissions</li> <li>• U.S. Department of Energy (DOE) – Alternative Fuels Data Center and Clean Cities Coalition best practices</li> </ul> <p>2. Low-Emission Vehicle Options &amp; EPA-Compliant Upfits Doering works with OEMs and upfit partners that meet or exceed established environmental standards for emissions, energy usage, and materials. This includes low-emission engines, idle-reduction technology, and clean-idle certified vehicles.</p> <p>Certifying Agencies:</p> <ul style="list-style-type: none"> <li>• EPA – Clean Idle Certification &amp; emissions standards compliance</li> <li>• California Air Resources Board (CARB) – Low-emission technology and idle-reduction compliance</li> </ul> <p>3. Telematics for Emission Reduction &amp; Eco-Driving When selected by a participating agency, our telematics partners provide tools to reduce idling, improve route efficiency, and monitor driver behavior that impacts emissions. This leads to measurable reductions in fuel usage and carbon output.</p> <p>Certifying Agencies:</p> <ul style="list-style-type: none"> <li>• EPA SmartWay – Emission-reducing strategies and reporting frameworks</li> </ul> <p>4. Lifecycle Optimization to Reduce Environmental Impact Doering’s analytics help agencies identify the ideal replacement timing for vehicles, reducing inefficient fuel consumption, excessive emissions, and avoidable maintenance waste. This ensures fleets run newer, cleaner, more efficient vehicles year after year.</p> <p>Certifying Agencies / Reference Standards:</p> <ul style="list-style-type: none"> <li>• EPA – Fuel economy and emissions data sets</li> <li>• DOE – Vehicle cost and efficiency guidelines</li> </ul> <p>5. Sustainable Procurement &amp; Digital Documentation Doering supports sustainable procurement through digital contracting and e-procurement, reducing paper usage and eliminating redundant printing and mailing. Digital-based processes help agencies lower environmental waste while improving operational efficiency.</p> <p>Certifying Agencies / Standards:</p> <ul style="list-style-type: none"> <li>• EPA – Waste reduction and paperless process guidelines</li> <li>• General Services Administration (GSA) – Government sustainability and digital transformation standards</li> </ul> <p>6. Environmentally Responsible Upfitting Partners Doering partners with upfit providers that follow eco-friendly manufacturing practices, including energy-efficient production, recycling programs, and reduced-waste material handling.</p> <p>Certifying Agencies:</p> <ul style="list-style-type: none"> <li>• ISO 14001 – Environmental management system certification (varies by upfitter)</li> <li>• EPA – Compliance with pollution prevention standards</li> </ul> <p>Summary of “Green” Initiatives and Related Certifying Agencies</p> <table border="1"> <thead> <tr> <th>Green Initiative</th> <th>Description</th> <th>Certifying Agency / Standard</th> </tr> </thead> <tbody> <tr> <td>Fleet electrification consulting</td> <td>EV planning, lifecycle modeling, suitability assessments</td> <td>EPA SmartWay; U.S. DOE</td> </tr> <tr> <td>Low-emission/clean-idle vehicles</td> <td>Reduced emissions &amp; compliance with environmental standards</td> <td>EPA; CARB</td> </tr> <tr> <td>Telematics for emissions reduction</td> <td>Idling reduction, route efficiency, eco-driving</td> <td>EPA SmartWay</td> </tr> <tr> <td>Lifecycle optimization</td> <td>Replacing high-emission vehicles at optimal intervals</td> <td>EPA; DOE</td> </tr> <tr> <td>Digital procurement</td> <td>Paperless contracting &amp; documentation</td> <td>EPA; GSA</td> </tr> <tr> <td>Sustainable upfitting practices</td> <td>Reduced-waste and environmentally responsible production</td> <td>ISO 14001; EPA</td> </tr> </tbody> </table>	Green Initiative	Description	Certifying Agency / Standard	Fleet electrification consulting	EV planning, lifecycle modeling, suitability assessments	EPA SmartWay; U.S. DOE	Low-emission/clean-idle vehicles	Reduced emissions & compliance with environmental standards	EPA; CARB	Telematics for emissions reduction	Idling reduction, route efficiency, eco-driving	EPA SmartWay	Lifecycle optimization	Replacing high-emission vehicles at optimal intervals	EPA; DOE	Digital procurement	Paperless contracting & documentation	EPA; GSA	Sustainable upfitting practices	Reduced-waste and environmentally responsible production	ISO 14001; EPA
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<p>44</p>	<p>Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.</p>	<p>Doering Fleet Management’s solutions focus on fleet optimization, lifecycle management, and vehicle acquisition services rather than the manufacturing of vehicles or physical goods. Because eco-labels and cradle-to-cradle certifications are issued almost exclusively to manufacturers and products, Doering does not hold third-party eco-labels or environmental product certifications for the services included in this proposal.</p> <p>However, our fleet management solutions actively incorporate and support environmental standards, certified technologies, and sustainability frameworks used throughout the automotive and fleet industry. When assisting Sourcewell participating entities, Doering works with OEMs, upfitters, and technology partners that hold or comply with the following third-party environmental certifications:</p> <p>Certifications Held by Our Partner OEMs &amp; Providers (Not Issued to Doering Directly)</p> <ol style="list-style-type: none"> <li>1. EPA SmartWay® (OEMs &amp; Telematics Partners) Many manufacturers and telematics providers we work with align with EPA SmartWay guidance for reducing fuel consumption and emissions.</li> <li>2. EPA Clean Idle Certification Applied to select vehicle engines used by municipal agencies that require low-emission idle performance.</li> <li>3. CARB (California Air Resources Board) Compliance OEMs producing low-emission and zero-emission vehicles meet CARB standards for air quality and environmental impact.</li> <li>4. ISO 14001 Environmental Management Certification (Upfit Partners) Multiple upfitters in our provider network maintain ISO 14001 certification for environmental responsibility in manufacturing processes.</li> <li>5. ENERGY STAR &amp; DOE Energy Efficiency Standards (Facilities &amp; Equipment) Many of our technology and equipment partners operate under ENERGY STAR or Department of Energy efficiency standards.</li> </ol> <p>Clarification Regarding Doering’s Role</p> <p>While Doering does not itself receive product-based environmental certifications, we:</p> <ul style="list-style-type: none"> <li>• source vehicles and equipment that meet or exceed certified environmental standards,</li> <li>• support agencies in selecting EPA-, CARB-, or ISO-recognized technologies,</li> <li>• promote lifecycle strategies that reduce environmental impact, and</li> <li>• advise agencies on EV adoption and sustainable fleet solutions.</li> </ul> <p>Our commitment is to ensure that fleets procured through Doering—and under a Sourcewell contract—can leverage certified, sustainable, and environmentally responsible technologies.</p>
<p>45</p>	<p>What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?</p>	<p>Doering Fleet Management delivers a specialized combination of fleet expertise, lifecycle strategy, and public-sector-focused service models that set our solutions apart within the fleet management industry. Our approach is built around transparency, operational efficiency, and long-term value for governmental and educational entities.</p> <ol style="list-style-type: none"> <li>1. A Fully Transparent, Fixed-Fee, Non-Interest-Bearing Fleet Model Doering’s model is intentionally designed to meet the accountability and auditability requirements of the public sector: <ul style="list-style-type: none"> <li>• No hidden fees, interest charges, or complex financing structures</li> <li>• Fixed lifecycle costs that simplify budgeting and eliminate financial ambiguity</li> <li>• Complete price transparency across vehicle acquisition, upfitting, maintenance, and resale</li> </ul> This approach aligns with Sourcewell’s emphasis on cooperative purchasing compliance, fairness, and cost predictability—attributes not commonly provided by traditional fleet leasing or financing programs.</li> <li>2. Government-Focused Lifecycle Financial and Operational Expertise Doering brings nearly three decades of hands-on experience in vehicle lifecycle economics, allowing agencies to: <ul style="list-style-type: none"> <li>• Optimize replacement cycles using real-world market data</li> <li>• Standardize and right-size their fleet to reduce waste</li> <li>• Improve residual value performance</li> <li>• Lower total cost of ownership through strategic replacement timing</li> </ul> Few providers offer the same depth of data-driven lifecycle planning specifically tailored to municipalities, public works, public safety, and educational institutions.</li> <li>3. End-to-End Fleet Support—From Acquisition Through Resale Our offering is truly holistic: <ul style="list-style-type: none"> <li>• Vehicle specification and sourcing support</li> <li>• Upfitting coordination for police, EMS, public works, and specialty vehicles</li> <li>• Maintenance management and downtime reduction strategies</li> <li>• Lifecycle optimization and remarketing of used assets</li> </ul> This “full lifecycle” model ensures that every stage—from acquisition to disposal—is strategically planned and centrally managed, reducing operational burden on agencies.</li> <li>4. Public-Safety and Specialty-Vehicle Expertise Doering has deep specialization in high-demand public-sector vehicle categories, including: <ul style="list-style-type: none"> <li>• Law-enforcement vehicles</li> <li>• Fire and EMS support units</li> <li>• Public works and utilities</li> <li>• Transportation, campus, and facilities fleets</li> </ul> Our experience coordinating upfitting, equipment integration, and compliance requirements gives Sourcewell agencies a partner who understands the unique operational, safety, and </li> </ol>

regulatory demands of public-sector vehicles.

#### 5. Highly Personalized Service With Dedicated Fleet Advisors

Unlike large national providers, Doering emphasizes:

- Direct access to expert advisors
- Fast response times
- Tailored fleet strategies for each agency
- Hands-on problem-solving and continuous support

Sourcewell participating entities receive a level of individual attention uncommon among larger, less flexible fleet companies.

#### 6. Procurement Simplicity, Speed, and Compliance

Doering's procurement process is built specifically to reduce administrative burden:

- Streamlined ordering aligned with public-sector purchasing requirements
- Support for e-procurement and digital workflows
- Compliance with Sourcewell procurement standards
- Accelerated vehicle acquisition due to national dealer partnerships

This results in faster, cleaner, and fully compliant purchasing for governmental and educational entities.

#### 7. Environmentally Responsible Fleet Strategies

While we are not a manufacturer, our fleet programs support sustainability through:

- Electrification and hybrid vehicle sourcing
- Right-sizing and utilization assessments that reduce emissions
- Lifecycle planning that minimizes environmental impact
- Access to OEMs and upfitters who hold EPA, CARB, ISO, and SmartWay certifications

Agencies gain a partner that supports long-term environmental objectives without increasing complexity.

#### 8. A Proven Remarketing System That Maximizes Return

Doering has a highly effective resale program that consistently outperforms industry norms.

We leverage multiple remarketing channels to extract maximum value from end-of-life fleet assets, directly reducing agency costs and improving total cost of ownership.

In Summary: What Makes Doering Unique for Sourcewell Agencies

- ✓ Transparent, fixed-fee model tailored for public entities
- ✓ Deep lifecycle and financial expertise grounded in real-world fleet economics
- ✓ Turnkey, end-to-end fleet management from acquisition through resale
- ✓ Specialized experience in public-safety and municipal fleet categories
- ✓ Personalized service and dedicated advisors
- ✓ Faster, compliant, and simplified procurement
- ✓ Environmentally responsible fleet strategies
- ✓ Superior remarketing outcomes that drive down total cost of ownership

Doering Fleet Management delivers a unique combination of transparency, expertise, and efficiency that aligns perfectly with the needs of Sourcewell's participating entities—providing a fleet solution purpose-built for the public sector.

<p>46</p>	<p>Describe in detail any facilitation or support services offered when OEM warranty work is required for vehicle acquired via your offering.</p>	<p>When a Sourcewell member requires OEM warranty work on a vehicle acquired through Doering Fleet Management, we provide comprehensive, end-to-end support designed to reduce downtime, eliminate administrative burden, and ensure full warranty compliance. Our process includes:</p> <ol style="list-style-type: none"> <li>1. Centralized Warranty Coordination Doering acts as the single point of contact for all warranty-related needs. If needed, our dedicated fleet support team coordinates directly with OEM-certified service centers and dealerships to validate warranty coverage, schedule repairs, and expedite service.</li> <li>2. Warranty Verification and Claim Management Most of the time, this is a seamless operation for our clients. However, if there is an issue, we handle the administrative steps that often frustrate fleet administrators, including: <ul style="list-style-type: none"> <li>• Confirming warranty eligibility with the manufacturer</li> <li>• Coordinating diagnostic approvals</li> <li>• Ensuring proper service coding to avoid incorrect charges</li> <li>• Tracking the entire warranty claim from initiation to completion</li> </ul>                     This guarantees that members receive all benefits of the OEM warranty without additional effort.                 </li> <li>3. Scheduling and Service Logistics Doering works with a nationwide network of OEM-authorized service providers. We assist with: <ul style="list-style-type: none"> <li>• Identifying the closest qualified repair facility</li> <li>• Confirming appointment availability with repair facility</li> <li>• Coordinating transportation options, loaner availability, or mobile diagnostic services when offered by the OEM</li> </ul>                     Our goal is to minimize disruptions to the customer's operations.                 </li> <li>4. Real-Time Communication and Status Updates Sourcewell members receive ongoing communication throughout the repair process. Doering provides: <ul style="list-style-type: none"> <li>• Real-time repair status updates</li> <li>• Alerts regarding delays, parts availability, or additional diagnostics</li> <li>• A direct support contact for quick answers and escalation if needed</li> </ul>                     We advocate on behalf of the customer to ensure timely completion.                 </li> <li>5. Cost Review and Warranty Compliance Assurance After repairs are completed, Doering reviews all service documentation to ensure: <ul style="list-style-type: none"> <li>• All work performed is covered under warranty</li> <li>• No unauthorized charges are passed to the customer</li> <li>• Service records are properly documented within the vehicle's maintenance history</li> </ul>                     This protects the integrity of the vehicle's lifecycle records and ensures full utilization of warranty benefits.                 </li> <li>6. Ongoing Support and Issue Escalation For repeat issues or complex warranty cases, Doering escalates matters directly with OEM regional and national representatives. We pursue root-cause resolution to prevent recurring downtime and assist with potential goodwill or extended coverage when applicable.</li> <li>7. Included at No Additional Cost Warranty coordination and support services are included as part of Doering's fleet management program. Sourcewell members pay no additional administrative fees for our involvement.</li> </ol>
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<p>47</p>	<p>Describe any service standards or guarantees that apply to your services (policies, metrics, KPIs, etc.).</p>	<p>Doering Fleet Management maintains clearly defined service standards, performance expectations, and quality guarantees to ensure Sourcewell participating entities receive consistent, measurable, and high-quality fleet support. Our standards guide every stage of the customer experience and are reinforced through internal KPIs, documented processes, and proactive communication.</p> <p>1. Customer Response Time Standards</p> <ul style="list-style-type: none"> <li>• Initial inquiry response: within one business day (typically within hours).</li> <li>• Urgent fleet support requests: responded to within 2 hours.</li> <li>• Quote turnaround: standard vehicle quotes provided within 24–48 hours, depending on OEM confirmation and upfitting needs.</li> <li>• Title/registration questions: acknowledged same day; resolved within 1–3 business days depending on jurisdiction.</li> </ul> <p>These service-time standards are monitored and measured monthly by our support leadership team.</p> <p>2. Delivery &amp; Order Management Metrics</p> <p>Doering tracks and manages delivery-related KPIs to ensure accuracy and transparency throughout the procurement cycle:</p> <ul style="list-style-type: none"> <li>• 100% order accuracy guarantee: every order is validated through a multi-step internal checklist before submission to OEMs.</li> <li>• Proactive delay notifications: customers are notified within 1 business day of any OEM production changes, recalls, or shipping impacts.</li> <li>• Delivery coordination: vehicles scheduled and confirmed for delivery within 48 hours of arrival at the dealership or upfitter.</li> </ul> <p>These standards ensure that Sourcewell members receive reliable and predictable fleet acquisition service.</p> <p>3. Maintenance &amp; Warranty Support Standards</p> <p>Doering's maintenance coordination team adheres to strict performance expectations:</p> <ul style="list-style-type: none"> <li>• Service facility contact within 24 hours when a maintenance or warranty ticket is opened.</li> <li>• Warranty case escalation initiated if repairs exceed OEM standard timelines or if repeat issues occur.</li> <li>• Maintenance cost-control standards requiring all repairs be validated and approved to prevent unnecessary expenses.</li> </ul> <p>All maintenance data is monitored for safety, compliance, and cost management.</p> <p>4. Lifecycle Management &amp; Reporting Standards</p> <p>Doering guarantees actionable reporting and fleet transparency through:</p> <ul style="list-style-type: none"> <li>• Quarterly fleet performance reviews (or more frequent if requested).</li> <li>• Comprehensive lifecycle replacement planning based on utilization, mileage, age, and cost-per-mile data.</li> <li>• 90-day depreciation and cost forecasting updates to support budget planning.</li> </ul> <p>This ensures Sourcewell members always have clear visibility into fleet performance.</p> <p>5. Customer Satisfaction Standards</p> <p>Doering is consistently recognized for exceptional customer service and maintains a customer-first service philosophy. To uphold this, we measure:</p> <ul style="list-style-type: none"> <li>• Net Satisfaction Rating (NSR) tracked through periodic surveys and post-delivery feedback.</li> <li>• Issue resolution rate with a target of 100% resolution for all logged support cases.</li> <li>• Zero-complaint standard for billing accuracy, supported by internal audit checks.</li> </ul> <p>Our team reviews service quality and customer feedback weekly to maintain top-tier satisfaction levels.</p> <p>6. Contract Compliance &amp; Transparency Guarantees</p> <p>Doering guarantees the following to Sourcewell members:</p> <ul style="list-style-type: none"> <li>• Adherence to all Sourcewell contract terms, including pricing transparency, scope compliance, and auditability.</li> <li>• No hidden fees or administrative surcharges—all pricing is disclosed upfront and contractually consistent.</li> <li>• Continuous compliance monitoring to ensure contract integrity throughout the relationship.</li> </ul> <p>7. Performance Review &amp; Continuous Improvement</p> <p>Doering conducts regular internal audits and performance reviews to meet or exceed the service standards listed above. KPIs are shared with customer leadership teams upon request to ensure accountability and strategic alignment.</p>
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**Table 5B: Value-Added Attributes**

Line Item	Question	Certification	Offered	Comment
48	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or resellers if available. Select all that apply.		<input checked="" type="radio"/> Yes <input type="radio"/> No	We work closely with a hub partner that currently has a NASPO award for charging stations and services - AutoFlex Fleet - Luis MacDonald. He originally had an award with NJPA. He is a source for charging and for all of our GSA needs.
49		Minority Business Enterprise (MBE)	<input checked="" type="radio"/> Yes <input type="radio"/> No	We work closely with a hub partner that currently has a NASPO award for charging stations and services - AutoFlex Fleet - Luis MacDonald. He originally had an award with NJPA. He is a source for charging and for all of our GSA needs.
50		Women Business Enterprise (WBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
51		Disabled-Owned Business Enterprise (DOBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
52		Veteran-Owned Business Enterprise (VBE)	<input checked="" type="radio"/> Yes <input type="radio"/> No	We work closely with a hub partner that currently has a NASPO award for charging stations and services - AutoFlex Fleet - Luis MacDonald. He originally had an award with NJPA. He is a source for charging and for all of our GSA needs.
53		Service-Disabled Veteran-Owned Business (SDVOB)	<input checked="" type="radio"/> Yes <input type="radio"/> No	We work closely with a hub partner that currently has a NASPO award for charging stations and services - AutoFlex Fleet - Luis MacDonald. He originally had an award with NJPA. He is a source for charging and for all of our GSA needs.
54		Small Business Enterprise (SBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
55		Small Disadvantaged Business (SDB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
56		Women-Owned Small Business (WOSB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A

**Table 6A: Pricing (400 Points, applies to Table 6A, 6B, 6C, 6D, 6E)**

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *
57	Describe your payment terms and accepted payment methods.	With most government agencies, we accept payments on a monthly basis. We accept payments via checks, wire, ACH, and credit cards, including P-cards. We do allow government agencies to have different payment terms if they request. We have accepted monthly, quarterly, semiannual and annual payments in the past. Once invoiced, payments are net 10 days.

<p>58</p>	<p>Describe any leasing or financing options available for use by educational or governmental entities.</p>	<p>Doering Fleet Management offers a full suite of flexible, compliant, and cost-effective leasing and financing solutions designed specifically to meet the unique needs of public-sector agencies. Our programs support predictable budgeting, optimized fleet lifecycle planning, and simplified procurement for Sourcewell members.</p> <p>1. Open-End (TRAC) Lease – Most Common for Government &amp; Education          The open-end Terminal Rental Adjustment Clause (TRAC) lease is Doering's most widely used solution for public-sector entities.          Key Advantages:</p> <ul style="list-style-type: none"> <li>• No mileage penalties or strict usage limits</li> <li>• Flexible terms based on operational needs</li> <li>• Vehicles treated as assets for accounting purposes (GASB-friendly)</li> <li>• Residual risk managed through Doering's data-driven lifecycle planning</li> <li>• Lower monthly payments compared to closed-end leases</li> <li>• Ideal for high-use or specialized vehicles, including law enforcement, public works, and facilities maintenance</li> </ul> <p>This structure gives public entities maximum control while leveraging Doering's expertise to manage total cost of ownership.</p> <p>2. Municipal (Tax-Exempt) Lease-Purchase          Doering offers tax-exempt municipal lease-purchase options compliant with federal regulations governing interest rates and tax treatment for qualified government and educational institutions.          Benefits:</p> <ul style="list-style-type: none"> <li>• Interest rates typically lower than commercial financing</li> <li>• Title transfers to the entity at end of term</li> <li>• Funding treated as a purchase, not long-term debt in many jurisdictions</li> <li>• Useful for long-lifespan assets (e.g., heavy-duty trucks, specialty equipment)</li> </ul> <p>This option is popular with agencies that intend to own the vehicle at the end of the term.</p> <p>3. Specialized Vehicle Leasing for Public Safety and Emergency Services          Doering supports leasing solutions tailored for:</p> <ul style="list-style-type: none"> <li>• Police vehicles</li> <li>• Fire/EMS support units</li> <li>• Command/utility vehicles</li> <li>• Public safety administrative fleets</li> </ul> <p>These leases include options for upfitting, replacement cycles, and rapid-deployment programs.</p> <p>4. No Down Payment &amp; Budget-Sensitive Structures          Most public fleet leases through Doering require no upfront capital, allowing agencies to preserve cash, avoid large single-year expenditures, and align payments with annual budgets or appropriations.</p> <p>5. Guidance and Compliance Support          Doering's team works closely with finance directors, procurement officials, and auditors to ensure:</p> <ul style="list-style-type: none"> <li>• GASB compliance</li> <li>• Procurement rule alignment</li> <li>• Appropriation clause requirements</li> <li>• Sourcewell contract utilization compliance</li> </ul> <p>We provide documentation and financial modeling to help entities select the most appropriate funding structure.</p>
<p>59</p>	<p>Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.</p>	<p>Doering Fleet Management uses a concise, transparent set of transaction documents to support ordering, leasing, and ongoing fleet management services for Sourcewell participating entities. These documents ensure clarity, compliance, and consistency throughout the procurement process while aligning fully with the requirements of the Sourcewell Master Agreement.</p> <p>1. Vehicle Order Form / Vehicle Quote Sheet          This document outlines the specific vehicle being purchased or leased, including:</p> <ul style="list-style-type: none"> <li>• OEM make, model, trim, and specifications</li> <li>• Upfit details (if applicable)</li> <li>• Contract pricing derived from the Sourcewell agreement</li> <li>• Delivery location and estimated delivery timelines</li> <li>• Any optional equipment, accessories, or service packages</li> </ul> <p>This is the primary document used to initiate each vehicle transaction.</p> <p>2. Master Lease Agreement (for Leasing Transactions)          For agencies utilizing leasing solutions, Doering provides a Master Lease Agreement (MLA), which includes:</p>

		<ul style="list-style-type: none"> <li>• Core leasing terms and conditions</li> <li>• Payment schedules and billing cycles</li> <li>• Responsibilities for maintenance, insurance, and registration</li> <li>• End-of-term processes (TRAC adjustments, purchase options, etc.)</li> <li>• Appropriation or non-appropriation clause (when required by state law)</li> </ul> <p>Once executed, the MLA covers all future schedules without requiring duplicate paperwork.</p> <p>3. Individual Lease Schedules Each group of leased vehicles is documented using a Lease Schedule that includes:</p> <ul style="list-style-type: none"> <li>• Vehicle-specific details</li> <li>• Contracted term and mileage assumptions</li> <li>• TRAC rate or municipal finance terms</li> <li>• Monthly payment amounts</li> <li>• Special conditions or upfit notes</li> </ul> <p>These schedules tie back to the Master Lease Agreement for consistency and auditability.</p> <p>4. Maintenance &amp; Service-Level Documentation (If Elected) For agencies purchasing maintenance or fleet support programs, Doering provides a Service Level Summary detailing:</p> <ul style="list-style-type: none"> <li>• Covered services (preventive maintenance, repairs, roadside assistance, etc.)</li> <li>• Response time expectations</li> <li>• Approval processes and communication protocols</li> <li>• Telematics data integration (if applicable)</li> <li>• Warranty support standards</li> </ul> <p>This document ensures all parties have clear expectations for operational support.</p> <p>5. Terms &amp; Conditions (T&amp;Cs) Doering's standard T&amp;Cs apply to all vehicle and service orders unless superseded by the Sourcewell contract. These include provisions related to:</p> <ul style="list-style-type: none"> <li>• Pricing validity</li> <li>• Delivery and acceptance standards</li> <li>• Warranty facilitation</li> <li>• Billing and payment terms</li> <li>• Liability and insurance</li> <li>• Compliance with state and federal procurement rules</li> </ul> <p>Where Sourcewell requirements differ, the Sourcewell Master Agreement takes precedence.</p> <p>6. Upfitting Work Orders (When Applicable) For specialty vehicles, Doering issues upfitting work orders that detail:</p> <ul style="list-style-type: none"> <li>• Equipment specifications and installation instructions</li> <li>• Vendor responsibilities</li> <li>• Testing and inspection requirements</li> <li>• Production timelines</li> <li>• Warranty terms applicable to installed equipment</li> </ul> <p>This document ensures accuracy and quality when delivering mission-specific vehicles.</p> <p>7. Title, Registration, and Compliance Documentation Doering provides standardized documents for agencies that utilize titling and registration services, including:</p> <ul style="list-style-type: none"> <li>• Power of Attorney forms</li> <li>• Registration applications</li> <li>• State-specific compliance forms</li> <li>• Tax-exemption verification documents</li> </ul> <p>This streamlines administrative requirements for public-sector entities.</p> <p>8. Customer Onboarding and Fleet Profile Forms For agencies using fleet management services, Doering provides onboarding documentation to capture:</p> <ul style="list-style-type: none"> <li>• Fleet utilization profiles</li> <li>• Maintenance authorization thresholds</li> <li>• Driver and billing contacts</li> <li>• Reporting preferences</li> <li>• Telematics configuration details</li> </ul> <p>These documents ensure customized and efficient program setup.</p> <p>9. Electronic Document Delivery &amp; e-Signature Support All standard transaction documents are available electronically and can be executed through secure e-signature platforms, enabling rapid approval cycles and audit-ready recordkeeping.</p>
60	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Yes, we do accept the P-Card. No, we do not add additional cost to Sourcewell participating entities for use of this card.
61	Describe your pricing model (e.g., line-item discounts or	Doering Fleet Management uses a transparent, formula-based pricing

product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.

model built around manufacturer fleet incentives, government pricing programs, and competitively bid discounts. Because vehicle configurations vary widely by make, model, trim, and optional equipment, Doering provides pricing through line-item percentage discounts applied to OEM fleet invoice or MSRP, depending on the manufacturer. We are industry competitive. We provide fleet management, leasing and financing options for all types of vehicles and equipment that are essential for government use. We will upload the annual Sourcewell dealers approved pricing on our website, along with our fleet management contract. We will try to buy from Sourcewell dealers when available. Our bank rates for vehicles and equipment vary however, each of our banks have municipal funding departments that provide discounted interest rates for government leasing and financing.

This approach ensures consistent, predictable, and auditable pricing for Sourcewell participating entities, regardless of vehicle type, specialty equipment, or required mission-specific upfitting.

#### 1. OEM Vehicle Pricing Model

Doering's vehicle pricing is based on the following structure:

##### A. Line-Item Discounts from OEM Fleet Invoice or MSRP

Depending on the manufacturer, Sourcewell members receive:

- Discounts off factory-published invoice (most domestic OEMs)
- Discounts off MSRP (primarily import brands)
- Pass-through of all government and fleet incentives
- Transparent itemization of all OEM options, packages, and upfit components

Each OEM's pricing methodology is consistent with their national fleet incentive programs.

##### B. Government Fleet Incentives Fully Passed Through

All federal, state, and manufacturer fleet incentives are passed through 100% to Sourcewell members.

This may include:

- Government fleet allowances (GFAs)
- Volume incentives
- Model-specific fleet rebates
- Law enforcement or emergency service incentives

These incentives can significantly reduce vehicle acquisition cost. In large quantity needs, we will actually ask OEM for a larger discount than what is published and if we get a greater amount, we pass it through to the government.

##### C. Price Consistency Nationwide

Pricing applies uniformly to all Sourcewell members—municipal, county, state, K-12, higher education, and nonprofits—regardless of geography.

#### 2. Upfitting, Equipment & Mission-Specific Components

Because Doering provides vehicles that support essential government missions—law enforcement, public safety, utilities, DPW, transit, parks, emergency, and administrative fleets—we include a pricing model for all related equipment and upfits, such as:

- Police/EMS/Fire equipment packages
- Utility bodies, service bodies, dump bodies, plows
- Lighting, electronics, and communication systems
- Mobility upgrades
- Custom government-specific builds

##### Upfit Pricing Structure

Upfitting is priced using:

- Line-item discounts from vendor list price or
- Cost-plus percentage (when list prices are not standard)
- SKU or part-number-level detail
- Installer labor itemized separately

This allows Sourcewell to evaluate pricing for any configuration without limiting agencies to a fixed menu of upfits. Doering does not add a profit to the upfit costs.

#### 3. Sample Pricing Data Format (Sourcewell-Compliant)

Sourcewell typically requires a representative pricing format rather than exhaustive SKUs.

Doering will provide pricing for all vehicles structured like the following:

We buy from fleet dealers in the state that the end-user is domiciled. We would take the vehicle cost from either the local state contract, a piggy-back contract or OEM contract, whichever is lowest available price. For that OEM Model Code. If there is upfitting, transportation, wraps or any other charges, we add that to the cost of the vehicle. We calculate the monthly payment. Sourcewell is paid a percentage of that monthly payment – per

		<p>vehicle.</p> <p>4. Use of Formula-Based Pricing Instead of Exhaustive SKUs Because fleet vehicles and equipment are customizable—and because OEMs produce thousands of configurations—Doering's pricing model uses:</p> <ul style="list-style-type: none"> <li>• Fixed discounts</li> <li>• Invoice/MSRP-based formulas</li> <li>• Vendor-published list prices</li> <li>• Part-number or SKU-level detail where applicable</li> </ul> <p>This ensures Sourcewell has a fully auditable pricing framework without requiring an impracticable SKU list for every possible OEM, trim, or upfit combination.</p> <p>5. Compliance with Sourcewell Pricing Requirements Doering guarantees:</p> <ul style="list-style-type: none"> <li>• Transparent and consistent pricing nationwide</li> <li>• No hidden fees</li> <li>• Pass-through of all incentives</li> <li>• All discounts reflected in a clearly itemized format</li> <li>• All pricing captured in a submission-ready spreadsheet document</li> </ul>
62	<p>Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.</p>	<p>Doering Fleet Management's pricing proposal represents a consistent and transparent discount structure designed to provide significant value to Sourcewell participating entities. Our pricing reflects negotiated manufacturer incentives, fleet-level volume pricing, and cooperative-contract efficiencies.</p> <p>Discount From MSRP / List Price For most vehicles and equipment offered under this agreement, Doering provides a percentage discount from Manufacturer's Suggested Retail Price (MSRP) or from the OEM's published fleet invoice pricing. However, quantifying an actual percentage is difficult as manufacturers have different incentives and we are buying from different dealers throughout the country. We do look for lowest cost contract available in each state. Our typical discount ranges are:</p> <ul style="list-style-type: none"> <li>• Passenger vehicles (sedans, SUVs, light-duty trucks): 4% – 12% below MSRP</li> <li>• Medium-duty and heavy-duty vehicles (Class 3–8): 3% – 10% below MSRP or list price</li> <li>• Electric vehicles (light-duty and medium-duty): 2% – 10% discount, depending on manufacturer incentives and EV program allocations</li> <li>• Upfitting, accessories, and aftermarket equipment: 5% – 15% below standard retail pricing, when applicable. As stated earlier, those discounts are a pass-thru to the Sourcewell entity.</li> <li>• Fleet management services (telematics, maintenance management, fuel programs): 5% – 20% discount over standard commercial service rates. The Sourcewell entity is taking advantage of all available national account pricing.</li> </ul> <p>Pricing Methodology All pricing provided to Sourcewell members is derived from:</p> <ul style="list-style-type: none"> <li>• OEM fleet pricing programs</li> <li>• Volume-based discounts</li> <li>• Cooperative purchasing incentives</li> <li>• Doering's national dealer network pricing agreements</li> <li>• Pass-through savings from OEMs, upfitters, and service partners</li> </ul> <p>Guaranteed Pricing Integrity Every quote issued to a Sourcewell participating entity will:</p> <ul style="list-style-type: none"> <li>• Clearly identify the MSRP/list price,</li> <li>• Show the applied Sourcewell discount, and</li> <li>• Reflect the final contract price for full transparency.</li> </ul> <p>Overall, the pricing offered under this proposal represents a consistent discount range of approximately 3%–15% below MSRP or list price, depending on vehicle class, configuration, and ancillary services selected. These discounts ensure Sourcewell participants receive reliable fleet pricing advantages not available through traditional procurement channels</p>
63	<p>Describe any quantity or volume discounts or rebate programs that you offer.</p>	<p>We provide the lower cost of Sourcewell contract or various state contracts that are available to government or education entities. In most cases, the vehicles are already greatly discounted and it does not make a difference whether the entity asks for one or a dozen vehicles. However, if it is a large order, as mentioned earlier in this submittal, we request additional discounts from the manufacturer on behalf of the agency.</p>

64	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “non-contracted items”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.	<p>We approach every request from a customer as a new quote. We source prices and prepare and submit a quote to each agency. Once we receive a PO, we lock down the vehicle with the dealership, arrange funding and contracts.</p> <p>To simplify the process for agencies:</p> <ol style="list-style-type: none"> <li>1. Entity submits request for a non-contracted product or service</li> <li>2. Doering sources multiple supplier quotes when appropriate</li> <li>3. A single consolidated quote is provided to the agency</li> <li>4. Agency approves purchase in writing</li> <li>5. Doering coordinates procurement, delivery, and installation</li> <li>6. All documentation is archived for audit purposes</li> </ol>	*
65	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Doering Fleet Management partners with Wheels/Network for all fleet management services, other than leasing and financing of vehicles and tag, title & licensing. If there is upfitting with mandatory training or inspection costs, that is handles between our end-user (government entity) and the third party partner that handled the upfit. If there are costs incurred for fleet management services (maintenance management, telematics, risk management, etc), those costs are handled between Wheels/Network and the end-user. Doering does not add profit to those costs and therefore, would not be paying Sourcewell from any proceeds charged between our partners and the end-user.	*
66	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Doering handles most of our transportation through Central Dispatch. That is a transportation provider that advertises shipping needs. Our transportation team will post the need to Central Dispatch and then accept terms from various national providers, based on cost and timeliness. That cost is passed thru to the end-user. When ordering vehicles from local fleet dealers, we will negotiate a delivery price with the dealer and then discuss with the end-user. If the end-user agrees, we will have the vehicles shipped. Many times, the state contract may include delivery. Other times, the dealer and the agency already have a relationship and we honor that relationship.	*
67	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Because most of the vehicles that we provide to agencies are ordered vehicles, the OEM will handle shipping. If we have to find out of stock vehicles for Alaska and Hawaii, we will use local fleet dealers in each state as we have been doing for the past twenty plus years. With Canada, as mentioned earlier in this response, we will partner with one of the largest leasing companies in Canada in order to provide the best service available. Those vehicles located in Canada will still have complete access to our Network/Wheels fleet management services.	*

<p>68</p>	<p>Describe any unique distribution and/or delivery methods or options offered in your proposal.</p>	<p>Doering Fleet Management provides a flexible, nationwide distribution and delivery framework designed to meet the diverse, mission-critical needs of government, education, and public-sector agencies. Our delivery methods ensure reliability, cost efficiency, and seamless operational readiness from the moment a vehicle arrives.</p> <p>1. Nationwide Direct-to-Agency Delivery Doering coordinates direct delivery to any agency location in the United States and Canada, including remote or hard-to-reach areas. Vehicles are transported from OEM plants, upfitters, or distribution centers directly to the customer, minimizing handling and reducing lead time.</p> <p>2. Coordinated OEM-to-Upfitter-to-Agency Logistics (Turnkey Delivery) For agencies requiring specialty vehicles or equipment, Doering provides fully managed logistics from:</p> <ul style="list-style-type: none"> <li>• OEM production line</li> <li>• To upfitting partner(s)</li> <li>• To final delivery at the agency's preferred location</li> </ul> <p>This "single-chain" logistics model reduces delays and eliminates the administrative burden for participating entities.</p> <p>3. Staggered and Phased Deliveries Doering offers scheduled, phased, or batch-delivery options based on agency operational needs, seasonal usage patterns, or fleet changeovers. This is particularly beneficial for large procurements or districts with multiple campuses or field offices.</p> <p>4. Pre-Delivery Inspection and Readiness Services To ensure every unit arrives mission-ready, Doering integrates:</p> <ul style="list-style-type: none"> <li>• Pre-delivery inspections (PDIs)</li> <li>• Quality assurance checks</li> <li>• Installation verification for all upfit components</li> <li>• Documentation kits and readiness packets</li> </ul> <p>Agencies receive vehicles that are ready for immediate service.</p> <p>5. In-Service Delivery Orientations Where requested, Doering provides on-site delivery orientations to review:</p> <ul style="list-style-type: none"> <li>• Vehicle features</li> <li>• Installed equipment</li> <li>• Safety systems</li> <li>• Maintenance expectations</li> </ul> <p>This service helps agencies deploy assets immediately with no learning curve.</p> <p>6. Multi-Location Agency Distribution For agencies operating across large regions (counties, multi-campus districts, statewide entities), Doering supports:</p> <ul style="list-style-type: none"> <li>• Delivery routing to multiple sites</li> <li>• Coordinated drop-offs</li> <li>• Staggered timing to minimize disruptions</li> <li>• Regional scheduling with agency-appointed coordinators</li> </ul> <p>7. Specialty Delivery for Emergency and Mission-Critical Fleets Doering has extensive experience supporting first responders, emergency operations, and public works, and offers:</p> <ul style="list-style-type: none"> <li>• Expedited delivery options</li> <li>• Priority routing</li> <li>• Close coordination with OEM production for urgent fleet needs</li> </ul> <p>8. Transport Flexibility Based on Vehicle Type Depending on the vehicle's size, configuration, and destination, Doering uses:</p> <ul style="list-style-type: none"> <li>• Open or enclosed transport</li> <li>• Lowboy trailers for specialty equipment</li> <li>• Drive-away delivery when appropriate</li> <li>• Rail logistics (for select OEM programs)</li> </ul> <p>This ensures cost-effective and safe transport for a wide range of assets.</p> <p>9. Delivery Tracking and Communication Doering provides real-time logistics updates, including:</p> <ul style="list-style-type: none"> <li>• Estimated delivery windows</li> <li>• Transporter contact information</li> <li>• Upfitter completion milestones</li> <li>• Delivery confirmation</li> </ul> <p>Agencies are always informed of their fleet's status.</p>
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<p>69</p>	<p>Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcwell. This process includes ensuring that Sourcwell participating entities obtain the proper pricing.</p>	<p>Doering Fleet Management maintains a comprehensive internal compliance and pricing-verification program to ensure full adherence to all contractual obligations under a Sourcwell-awarded agreement. Our process is designed to safeguard the integrity of contract pricing, maintain consistent nationwide application of discounts, and ensure that Sourcwell participating entities always receive accurate, contract-approved pricing.</p> <p>1. Contract Configuration in Our Pricing System Immediately following award, Doering loads all Sourcwell contract pricing structures—including discounts, equipment categories, and service rates—directly into our internal quoting and contract management system. This ensures:</p> <ul style="list-style-type: none"> <li>• Automated application of Sourcwell pricing</li> <li>• Prevention of non-compliant pricing</li> <li>• Accurate SKU-based discount calculations</li> </ul> <p>2. Mandatory Contract Indicator Requirement All participating-entity quotes must include a Sourcwell contract indicator, which triggers the system to:</p> <ul style="list-style-type: none"> <li>• Apply the correct discounts</li> <li>• Restrict pricing overrides</li> <li>• Auto-generate audit notes tied to the transaction</li> </ul> <p>This ensures every transaction tied to Sourcwell remains compliant from the start.</p> <p>3. Quarterly Internal Pricing Audits Doering performs quarterly compliance audits to confirm that:</p> <ul style="list-style-type: none"> <li>• The Sourcwell discount model is applied consistently</li> <li>• Sample quotes match the contract's pricing schedule</li> <li>• Any manual adjustments are properly documented and approved</li> <li>• Vehicle and upfit SKUs reflect current OEM pricing and contract terms</li> </ul> <p>Audit results are documented, reviewed by senior management, and used to make process improvements.</p> <p>4. Quote-to-Order Reconciliation Before any order is placed, a Doering Contract Compliance Specialist reviews:</p> <ul style="list-style-type: none"> <li>• The customer's quote</li> <li>• The Sourcwell discount application</li> <li>• Relevant SKUs, pricing sheets, and OEM build data</li> <li>• Additional fees (delivery, upfit, etc.) to ensure compliance</li> </ul> <p>No order is released until the reconciliation is complete and verified.</p> <p>5. Annual Sourcwell Compliance Review Package Doering prepares an annual compliance packet summarizing:</p> <ul style="list-style-type: none"> <li>• Audit findings</li> <li>• Pricing consistency records</li> <li>• Process improvements</li> <li>• Training updates for sales and customer-support teams</li> </ul> <p>This package ensures ongoing alignment with Sourcwell expectations and promotes transparency.</p> <p>6. Staff Training and Contract Awareness All employees involved in quoting, order management, and customer support undergo:</p> <ul style="list-style-type: none"> <li>• Initial Sourcwell contract training</li> <li>• Annual refresher training</li> <li>• Policy updates when pricing structures or contract clauses change</li> </ul> <p>Training ensures that all staff consistently apply contract terms.</p> <p>7. Client Verification and Transparency Doering provides every Sourcwell participating entity with:</p> <ul style="list-style-type: none"> <li>• A standardized quote format showing list price and discounted price</li> <li>• Contract identifiers and percentage discounts</li> <li>• A clear breakdown of vehicle, upfit, and service pricing</li> </ul> <p>This transparency allows agency procurement personnel to easily verify contract compliance on their end.</p> <p>8. Corrective Action Procedures If a discrepancy is identified, Doering will:</p> <ul style="list-style-type: none"> <li>• Correct the quote immediately</li> <li>• Notify the customer and Sourcwell (when required)</li> <li>• Document root cause</li> <li>• Implement process updates to prevent recurrence</li> </ul> <p>Our corrective action protocol ensures continuous improvement and full contract adherence.</p>
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<p>70</p>	<p>If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.</p>	<p>If awarded a Sourcewell agreement, Doering Fleet Management will implement a comprehensive performance-monitoring framework to evaluate the effectiveness, utilization, and operational impact of the contract. The following are key internal metrics we will track to measure success:</p> <ol style="list-style-type: none"> <li>1. Contract Utilization &amp; Sales Performance             <ul style="list-style-type: none"> <li>• Number of participating entities engaged (new and existing)</li> <li>• Total contract-driven vehicle orders</li> <li>• Year-over-year growth in Sourcewell-related sales volume</li> <li>• Contract penetration rate across eligible sectors (government, education, nonprofits)</li> </ul> </li> <li>2. Quote Conversion and Response Metrics             <ul style="list-style-type: none"> <li>• Quote-to-order conversion rate for Sourcewell opportunities</li> <li>• Average response time to participating entity quote requests</li> <li>• Average contract pricing accuracy rate (zero-error target)</li> </ul> </li> <li>3. Customer Satisfaction &amp; Service Quality             <ul style="list-style-type: none"> <li>• Customer satisfaction scores specific to Sourcewell contract users</li> <li>• Net Promoter Score (NPS) for participating agencies</li> <li>• Support resolution time for contract-related inquiries</li> <li>• On-time delivery performance for vehicles and equipment</li> </ul> </li> <li>4. Contract Pricing Compliance Metrics             <ul style="list-style-type: none"> <li>• Audit accuracy rate (quarterly pricing compliance audits)</li> <li>• Percentage of quotes using correct contract indicator and discount structure                 <ul style="list-style-type: none"> <li>• Discrepancy rate identified during internal pricing checks (target: &lt;1%)</li> </ul> </li> </ul> </li> <li>5. Operational Efficiency Metrics             <ul style="list-style-type: none"> <li>• Order cycle time (from quote approval to vehicle delivery)</li> <li>• Upfit coordination efficiency (percentage of on-time upfit completions)                 <ul style="list-style-type: none"> <li>• Turnaround time for fleet management setup (telematics, registration, titling, etc.)</li> </ul> </li> </ul> </li> <li>6. Program Awareness and Marketing Impact             <ul style="list-style-type: none"> <li>• Sourcewell-specific lead generation volume</li> <li>• Engagement with co-branded marketing materials</li> <li>• Website conversions from contract landing pages</li> <li>• Training completion rate for internal staff assigned to the contract</li> </ul> </li> <li>7. Member Retention &amp; Renewal Metrics             <ul style="list-style-type: none"> <li>• Repeat purchasing rate for Sourcewell participating entities</li> <li>• Long-term contract user growth</li> <li>• Retention rate of agencies using Doering fleet services year-over-year</li> </ul> </li> </ol> <p>In Summary, these metrics provide a structured, data-driven approach to ensuring:</p> <ul style="list-style-type: none"> <li>• High customer satisfaction</li> <li>• Accurate and compliant pricing</li> <li>• Growing participation among Sourcewell members</li> <li>• Efficient internal operations</li> <li>• Continuous improvement throughout the contract lifecycle</li> </ul>
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71	<p>Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The proposed Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.</p>	<p>Doering Fleet Management proposes an Administrative Fee of 2.0% of the monthly lease payment for all completed transactions made by Sourcewell Participating Entities under the awarded Master Agreement.</p> <p>Fee Structure</p> <ul style="list-style-type: none"> <li>• Fee Type: Percentage-based</li> <li>• Proposed Rate: 2.00%</li> <li>• Applied To:             <ul style="list-style-type: none"> <li>o Monthly payment on all completed vehicle and equipment acquisitions</li> <li>o Upfitting and aftermarket products purchased through the agreement as part of the monthly payment</li> </ul> </li> <li>• Calculated On:             <ul style="list-style-type: none"> <li>o Total monthly lease price per vehicle for each completed transaction under the Sourcewell contract</li> </ul> </li> <li>• Remittance:             <ul style="list-style-type: none"> <li>o Paid according to Sourcewell's established reporting schedule, typically monthly or quarterly</li> </ul> </li> </ul> <p>Rationale for Proposed Fee</p> <ul style="list-style-type: none"> <li>• Supports Sourcewell's national marketing, outreach, administration, and contract management</li> <li>• Aligns with common cooperative procurement fee structures</li> <li>• Ensures pricing to participating agencies remains competitive and transparent</li> </ul> <p>Flexibility</p> <p>Doering Fleet Management is prepared to adjust or align with any fee structure that Sourcewell may require and will fully comply with all reporting, reconciliation, and documentation requirements associated with administrative fee submissions. We are paying 2% on current cooperative purchasing program and feel that we will do significantly more business under the Sourcewell contract.</p>
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**Table 6B: Pricing Grid: Acquisition Terms**

Provide detailed pricing information in the table below.

Line Item	Type	Charged/Percentage/Fees	Details
72	Interest Rate Index Used	Prime Rate (with government discounts)	Doering Fleet Management begins pricing at the published Prime Rate. Our banking partners extend special discounted rates exclusively for government, nonprofit, and educational entities. Additional rate reductions may apply for large-volume orders.
73	Basis Points	Varies by dollar amount size	Basis points fluctuate depending on the size, term, and total volume of the transaction. Larger aggregated orders often qualify for additional bank-provided incentives on top of standard government-preferred pricing.
74	Domestic Factory Order Vehicles	Acquisition – Manufacturer Published Fleet price less applicable incentives less applicable advertising. <ul style="list-style-type: none"> <li>• Courtesy Delivery Fee – Varies by dealer. We negotiate the cost down in all instances. Typically between \$150.00 and \$495.00 per vehicle.</li> <li>• Management Fee - 1.5% of cap cost annually.</li> <li>• Interest Rate – 3 Year T-Bill plus 350 basis points</li> </ul>	Ordering directly from the factory provides the lowest possible acquisition cost and ensures proper specifications for government use. Most participating entities prefer factory order due to cost efficiency and configuration flexibility.
75	Foreign Factory Order Vehicles	Acquisition – Manufacturer Published Fleet price less applicable incentives less applicable advertising. <ul style="list-style-type: none"> <li>• Courtesy Delivery Fee – Varies by dealer. We negotiate the cost down in all instances. Typically between \$150.00 and \$495.00 per vehicle.</li> <li>• Management Fee - 1.5% of cap cost annually.</li> <li>• Interest Rate – 3 Year T-Bill plus 350 basis points</li> </ul>	Many agencies request foreign OEM vehicles. As with domestic units, factory ordering is preferred to maintain competitive pricing and ensure accurate build specifications while minimizing markups and unnecessary dealer fees. Additional lead-time and inbound transportation complexity. Includes international freight coordination, port processing, and customs clearances when required.
76	Domestic Dealer Stock Vehicles	Acquisition – Manufacturer Published Fleet price less applicable incentives less applicable advertising. <ul style="list-style-type: none"> <li>• Courtesy Delivery Fee – Varies by dealer. We negotiate the cost down in all instances. Typically between \$150.00 and \$495.00 per vehicle.</li> <li>• Management Fee - 1.5% of cap cost annually.</li> <li>• Interest Rate – 3 Year T-Bill plus 350 basis points</li> </ul>	Due to recent industry supply constraints, the volume of dealer-stock purchases has temporarily increased. While factory orders remain preferred, Doering will source domestic stock units when immediate operational need exists
77	Foreign Dealer Stock Vehicles	Acquisition – Manufacturer Published Fleet price less applicable incentives less applicable advertising. <ul style="list-style-type: none"> <li>• Courtesy Delivery Fee – Varies by dealer. We negotiate the cost down in all instances. Typically between \$150.00 and \$495.00 per vehicle.</li> <li>• Management Fee - 1.5% of cap cost annually.</li> <li>• Interest Rate – 3 Year T-Bill plus 350 basis points</li> </ul>	Foreign dealer stock is used as needed in urgent circumstances. Although ordering is more cost-effective, Doering assists agencies with stock sourcing to meet mission-critical timelines when vehicles cannot wait for production cycles.

**Table 6C: Pricing Grid: Incentives**

Provide detailed pricing information in the table below.

Line Item	Type	Charged/Percentage/Fees	Details	
78	Federal Tax Incentives	Varies by vehicle type	Passed through to end-user, if available	*
79	State Tax Incentives	Varies by vehicle type	Passed through to end-user, if available	*
80	Manufacturer Incentives	Varies by vehicle type	Passed through to end-user, if available	*

**Table 6D: Pricing Grid: Maintenance & Fees**

Provide detailed pricing information in the table below.

Line Item	Type	Charged/Percentage/Fees	Details	
81	Fixed Maintenance	\$10.50 - \$15.50 per month	maintenance management fee: \$10.50 per month for vehicles <14,000 GVWR and \$15.50 per month for vehicles > 12,000 GVWR.	*
82	Occurance Maintenance	The end-user is responsible for any fees.	If the agency is on our maintenance management plan, they will be invoiced for the repairs on a monthly basis.	*
83	Management Fee	\$50.00 per month	Charged per vehicle per month	*
84	Service Charge	\$0.00	N/A	*
85	Lease Termination Fee	Remaining lease payments	negotiated on a case by case basis – also depends on type of lease selected.	*
86	Interim Interest Yes/No, How is it calculated?	No	Rather than charging interim interest, we start the lease payments when we fund the vehicles. If there is upfitting needed, we work with upfitter to have the parts in stock when we pay for the vehicles to minimize downtime. In most cases, because most upfitting is handled through our open-end or \$1.00 municipal leases, the entity keeps the vehicle at the end of the lease for a year or two, therefore still only making the correct number of scheduled payments.	*
87	Resale Fee	\$300.00	Charged along with any transport and auction fees	*
88	Provide fees not listed + rate	See attached FM Checklist and fees	<p>Courtesy Delivery Fee – Varies by dealer. We negotiate the cost down in all instances. Typically between \$150.00 and \$495.00 per vehicle.</p> <p>Doering Maintenance Management Services:</p> <ul style="list-style-type: none"> <li>• Fuel, Maintenance &amp; Repair Management \$10.50 - \$15.50 Per Month Per Vehicle</li> <li>• ePlan Online Maintenance Management Portal Included</li> <li>• Standard Reports, Custom Reports, Monthly Reports Included</li> <li>• Non-National Account Shop Processing Fee 10%</li> </ul> <p>Doering – Other Services:</p> <ul style="list-style-type: none"> <li>• Rental Vehicle for Major Maintenance National Pricing</li> <li>• Emergency Roadside Service \$35.00 + Cost for non-warranty</li> <li>• Glass Replacement / Repair National Pricing</li> <li>• Personal Mileage Reporting \$2.95 Per Driver Per Month</li> <li>• Insurance Card Distribution \$6.00 Per Card</li> <li>• Renewal Management \$45.00 Plus Cost</li> <li>• State Change Management \$55.00 Plus Cost</li> <li>• Duplicate Registration \$50.00 Plus Cost</li> </ul> <p>Risk Management:</p> <ul style="list-style-type: none"> <li>• Behind The Wheel Driver Testing \$280.00 Plus</li> </ul>	*

Travel

- Classroom / Seminar

Presentation

\$1,120.00 Per Day Plus Travel

- Driver Safety Training (Online) \$7.25
- One More Second (2 hr online training) \$27.00
- Motor Vehicle Records Check \$8.00 Plus Cost
- Continuous Monitoring (Requires MVR) \$2.50

Plus Cost

- Virtual Risk Manager – without MVR “on demand” \$6.00
- Virtual Risk Manager – with MVR “on demand” \$6.00 Plus Cost
- Virtual Risk Manager – with Continuous Monitoring \$8.50 Plus Cost
- Mobile Risk Manager – without MVR “on demand” \$15.50
- Mobile Risk Manager – with MVR “on demand” \$15.50 + Cost
- Mobile Risk Manager – with Continuous Monitoring \$19.00 + Cost

Toll Management:

- Toll Management Transponder Activation \$4.25
- Toll Management Video Vehicle Activation Fee \$1.25
- Toll Management Cost 13%
- Toll Management Transponder Monthly Fee \$0.75
- Toll Management Transponder Replacement Fee \$35.50
- Toll Management Transponder Transfer Fee \$1.25
- Violations Management Processing Fee (to Driver) \$35.50
- Violations Management Driver Enrollment (No Driver Email) \$2.50
- Violations Management Driver Late Payment Charge \$11.95
- Violations Management Tollguard Violation Elimination \$5.95

Doering Accident Management Services – For Fleets Self-Insured for Physical Damage:

- Accident Reporting \$28.00
- Collision Repair Service \$28.00
- Out of Network Repair Facility 10%
- Salvage \$105.00
- Subrogation
- Percentage of Recovery 25%
- Collection / Litigation Administrative Fee 33.3% Plus \$250.00

Replacement Items: \_\_\_\_\_

- Fuel Card \$5.00
- Vehicle Maintenance Guide \$5.50

Doering – GPS / Telematics Services: \_\_\_\_\_

- GPS Telematics Basic Charge \$25.00
- GPS Telematics Pro Package \$28.00
- GPS Telematics Pro Plus Package \$31.00
- Optional Premium Support \$2.00
- Hardware – GPS Go9 Unit \$99.00

Doering Leasing & Purchasing Services: \_\_\_\_\_

- Leasing w/ Fleet Management
- 1 to 5 year lease terms available
- Single Payment

Lease

			<p>1 to 5 year lease terms available</p> <ul style="list-style-type: none"> <li>Purchase actual cost of vehicle 5% of vehicle cost plus</li> </ul> <p>Doering Remarketing Services:</p> <ul style="list-style-type: none"> <li>Used Vehicle Sales \$300 Plus Auction Fees</li> </ul>
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**Table 6E: Pricing Offered**

Line Item	The Pricing Offered in this Proposal is: *	Comments
89	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	The pricing offered in this proposal reflects a consistent and transparent discount structure designed specifically for Sourcewell Participating Entities. All pricing incorporates negotiated manufacturer incentives, government fleet discounts, and Doering Fleet Management's volume-based pricing advantages to ensure the lowest total cost of acquisition and lifecycle management.

**Table 7A: Depth and Breadth of Offered Solutions (200 Points, applies to Table 7A and 7B)**

Line Item	Question	Response *
90	Provide a detailed description of all the Solutions offered, including used Solutions if applicable, offered in the proposal.	<p>Doering Fleet Management provides a full suite of fleet acquisition, financing, management, and lifecycle services designed to support governmental, educational, and nonprofit agencies across North America. Our Solutions include new and used vehicles and equipment across all makes, models, and classes (Class 1–8), along with value-added fleet management programs that increase operational efficiency, reduce total cost of ownership, and improve fleet safety and uptime.</p> <p>1. Vehicle &amp; Equipment Acquisition Services Doering offers end-to-end vehicle sourcing for virtually all operational needs: New Vehicle Acquisition</p> <ul style="list-style-type: none"> <li>All major OEMs: Ford, GM, Stellantis, Toyota, Nissan, Honda, Mercedes-Benz, Rivian, and more</li> <li>Vehicle classes 1 through 8 (sedans, SUVs, pickups, vans, police packages, specialty units, medium/heavy-duty trucks)</li> <li>EV and hybrid sourcing, including Teslas through our subsidiary TesLease</li> <li>Specialized and mission-critical equipment (e.g., emergency response, utilities, public works, parks &amp; recreation, campus vehicles)</li> </ul> <p>Used Vehicle Solutions</p> <ul style="list-style-type: none"> <li>Late-model, low-mileage off-lease vehicles</li> <li>Certified used options for budget-sensitive agencies</li> <li>Short-term or interim fleet needs</li> <li>Rapid delivery options from existing inventory or remarketing partners</li> </ul> <p>Acquisition Support</p> <ul style="list-style-type: none"> <li>Build-spec review and optimization</li> <li>Pricing validation using cooperative contracts, government pricing, and competitive benchmarking</li> <li>Ordering coordination directly with dealerships and upfitters</li> <li>Nationwide coverage</li> </ul> <p>2. Leasing &amp; Financing Solutions Doering provides a full range of flexible and compliant funding options: Closed-End Leasing</p> <ul style="list-style-type: none"> <li>Predictable monthly payments</li> <li>Residual risk assumed by Doering</li> <li>Ideal for rotating high-use or mission-critical fleets</li> </ul> <p>Open-End Leasing</p> <ul style="list-style-type: none"> <li>Flexible terms</li> <li>Favorable for variable-mileage operations</li> </ul>

- Agency controls resale timing
- Municipal/Tax-Exempt Leasing
- Fully compliant with state/local government requirements
  - Payments structured to budget cycles
  - No voter referendum required in most states
- Finance Lease / \$1 Buyout
- Ownership at term end
  - Cost-effective for long-life assets
- EV Leasing
- Specialized electric vehicle lease program
  - Access to fleet-specific EV incentives
  - Simplified charging and infrastructure advisory
3. Fleet Management Programs
- Doering provides scalable, à-la-carte programs that reduce administrative burden and improve fleet performance.
- Maintenance Management
- National maintenance network
  - Controlled approval process
  - Cost-avoidance protocols
  - Preventative maintenance scheduling
  - Real-time cost reporting
- Fuel Management
- Integrated fuel cards
  - Spend tracking
  - Exception reporting for fraud and waste reduction
- Telematics & Connected Vehicle Solutions
- Real-time GPS tracking
  - Driver behavior monitoring
  - Idling and utilization analysis
  - EV range and charging analytics
  - Integrations with OEM connected platforms
- Safety & Accident Management
- 24/7 accident response
  - Repair management and quality control
  - Subrogation recovery
  - Rental replacements during repair
- Registration, Titling, & Compliance Support
- Nationwide coverage
  - Renewal tracking
  - Title management for multi-state fleets
  - EV/Specialty registration support
- Data Analytics & Reporting
- Custom dashboards (cost, utilization, lifecycle projections)
  - Executive summaries
  - Total Cost of Ownership (TCO) modeling
  - Replacement planning tools
4. Upfitting & Specialized Equipment Integration
- Doering manages all aspects of upfitting for public sector operations.
- Examples of Upfit Categories
- Law enforcement: lights, partitions, gun racks, consoles
  - Public works: utility bodies, racks, boxes, plows, hitches
  - Emergency services: communication systems, sirens, graphics
  - Education: campus safety vehicles, maintenance carts, transit vans
- Program Highlights
- Pre-approved upfit designs
  - Coordination with trusted upfitters nationwide
  - Quality assurance and final delivery inspection
  - Turn-key delivery to the agency
  - No deposit required
5. Remarketing & Disposal Services
- Doering provides efficient end-of-life vehicle resale solutions.
- Key Features
- Multiple wholesale and online auction channels
  - Retail remarketing when higher sale price is likely
  - Market timing optimization
  - Transparent reporting of resale proceeds
  - Disposal strategy aligned with agency policies
- Used Vehicle Availability
- Because we remarket thousands of off-lease units annually, participating entities often request:
- Short-term leased units
  - Low-mileage used vehicles
  - Budget-friendly surplus options

		<p>6. Logistics, Transportation &amp; Delivery</p> <ul style="list-style-type: none"> <li>• Nationwide transport coordination</li> <li>• Shipments to Alaska, Hawaii, U.S. territories, and Canada</li> <li>• Dealer-to-door delivery</li> <li>• Multi-unit delivery planning and staging</li> <li>• In-transit status updates</li> </ul> <p>7. Consulting &amp; Advisory Services</p> <p>Doering's experienced team works alongside agencies to improve fleet performance and long-term sustainability.</p> <p>Advisory Areas</p> <ul style="list-style-type: none"> <li>• Fleet rightsizing</li> <li>• Electrification-readiness</li> <li>• Lifecycle cost analysis</li> <li>• Budget planning</li> <li>• Policy development</li> <li>• Long-term replacement strategies</li> </ul> <p>Doering Fleet Management provides a fully integrated, comprehensive suite of fleet acquisition, leasing, management, and lifecycle solutions tailored specifically to government and public-sector agencies. Our Solutions reduce administrative burden, improve operational reliability, and support long-term fiscal responsibility.</p>
91	<p>Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.</p>	<p>Proposed Subcategory Titles for Fleet Management Solutions</p> <ol style="list-style-type: none"> <li>1. Vehicle Acquisition &amp; Procurement Covers sourcing, ordering, and purchasing of all vehicle makes, models, and classes (Class 1–8), including specialty and mission-specific equipment.</li> <li>2. Fleet Leasing Solutions             <ul style="list-style-type: none"> <li>• Closed-End Leasing</li> <li>• Open-End Leasing</li> <li>• Municipal Leasing / Tax-Exempt Financing</li> <li>• Special Lease Structures (e.g., \$1 Buyout, Seasonal/Term-Based)</li> </ul> </li> <li>3. Electric &amp; Alternative Fuel Vehicle Solutions             <ul style="list-style-type: none"> <li>• EV Acquisition &amp; Leasing</li> <li>• Charging Infrastructure Coordination</li> <li>• EV Advisory &amp; Fleet Transition Planning</li> <li>• Alternative Fuel Credits Processing</li> <li>• Energy &amp; Sustainability Optimization</li> </ul> </li> <li>4. Fleet Upfitting &amp; Equipment Integration             <ul style="list-style-type: none"> <li>• Police/Fire/EMS Packages</li> <li>• Utility and Public Works Upfits</li> <li>• Safety Equipment and Technology Installations</li> <li>• Specialty Equipment Procurement</li> </ul> </li> <li>5. Fleet Management Services             <ul style="list-style-type: none"> <li>• Maintenance Management</li> <li>• Fuel Management</li> <li>• Safety &amp; Accident Management</li> <li>• Remarketing &amp; End-of-Term Disposal</li> <li>• Registration, Titling &amp; Renewal Services</li> <li>• Compliance &amp; Reporting Services</li> </ul> </li> <li>6. Telematics, Data, and Technology Solutions             <ul style="list-style-type: none"> <li>• GPS/Telematics Hardware &amp; Software</li> <li>• Asset Tracking</li> <li>• Driver Safety Monitoring</li> <li>• Fleet Analytics &amp; Reporting</li> <li>• Lifecycle Cost Analysis Tools</li> </ul> </li> <li>7. Logistics, Transport &amp; Delivery Services             <ul style="list-style-type: none"> <li>• Nationwide Vehicle Transport</li> <li>• Final Mile Delivery Coordination</li> <li>• Pre-Delivery Inspections (PDI)</li> </ul> </li> <li>8. Consulting &amp; Fleet Planning Services             <ul style="list-style-type: none"> <li>• Fleet Right-Sizing</li> <li>• Lifecycle Optimization</li> <li>• Budget Forecasting</li> <li>• Policy Development Assistance</li> </ul> </li> <li>9. Used Vehicle Solutions             <ul style="list-style-type: none"> <li>• Acquisition of Certified Pre-Owned Vehicles</li> <li>• Used Fleet Vehicle Leasing</li> <li>• Remarketed Vehicle Sales or Re-Lease Options</li> </ul> </li> </ol>

**Table 7B: Depth and Breadth of Offered Solutions**

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
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<p>92</p>	<p>Services for the acquisition by Sourcewell participating entities, whether by lease or financing, of on-road vehicles of all types or classifications, all weight classes, and all engine types;</p>	<p><input checked="" type="radio"/> Yes  <input type="radio"/> No</p>	<p>Doering Fleet Management provides comprehensive services that fully support the acquisition—whether by lease, finance, or direct purchase—of on-road vehicles across all classifications, weight classes, and engine types for Sourcewell participating entities.</p> <p>Included Vehicle Types &amp; Classifications that Doering Fleet Management can supply and manage:</p> <ul style="list-style-type: none"> <li>• Class 1–3 Light-Duty Vehicles Sedans, SUVs, pickups, vans, EVs, hybrids</li> <li>• Class 4–6 Medium-Duty Vehicles Box trucks, utility trucks, service bodies, telecom units, bucket trucks, step vans</li> <li>• Class 7–8 Heavy-Duty Vehicles Tractors, refuse trucks, dump trucks, transport vehicles, specialized upfit platforms</li> <li>• Alternative-Fuel Vehicles Battery-electric (BEV), hybrid-electric (HEV), plug-in hybrid (PHEV), CNG, LNG, propane/autogas, hydrogen (where available)</li> <li>• Specialized &amp; Mission-Critical Units Police/pursuit vehicles, fire support vehicles, EMS supervisor units, public works fleets, transportation vans, wheelchair-accessible units, and inspection vehicles</li> </ul> <p>Acquisition Methods Offered          We support all acquisition channels required by local, state, federal, and nonprofit agencies:</p> <ul style="list-style-type: none"> <li>• Closed-End Leasing</li> <li>• Open-End (TRAC) Leasing</li> <li>• Municipal/Tax-Exempt Leasing</li> <li>• Financed Purchases</li> <li>• Cash Purchases Through Doering's Dealer Network</li> <li>• EV-Specific Leasing</li> <li>• Used or Certified Pre-Owned Vehicles (when requested)</li> </ul> <p>Support Services for Acquisition          Doering also provides integrated support throughout the acquisition lifecycle:</p> <ul style="list-style-type: none"> <li>• Specification development and needs assessment</li> <li>• Sourcing and procurement through our nationwide government dealer network</li> <li>• Upfitting coordination (emergency equipment, utility bodies, cargo, accessibility, etc.)</li> <li>• Title, registration, and compliance management</li> <li>• Delivery logistics in all U.S. states and territories</li> <li>• OEM incentive capture and Alt-Fuel credit guidance</li> <li>• Data reporting, lifecycle modeling, and replacement forecasting</li> </ul> <p>Doering Fleet Management is fully capable and prepared to provide Sourcewell participating entities with any required on-road vehicle, in any class or configuration, using any acquisition method, along with complete fleet management services to support the full lifecycle.</p>
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<p>93</p>	<p>New vehicle service and preparation for the vehicles described in 92 above, such as pre-delivery inspection, parts and accessories, installation, and vehicle marking application or installation;</p>	<p> <input checked="" type="radio"/> Yes  <input type="radio"/> No         </p>	<p>Doering Fleet Management provides comprehensive new vehicle service and preparation to ensure all vehicles acquired by Sourcewell participating entities are delivered in safe, compliant, and mission-ready condition. Our process covers every step from factory release to final delivery and is customized based on agency requirements.</p> <p>1. Pre-Delivery Inspection (PDI) All new vehicles undergo a standardized PDI performed by certified technicians at the delivering dealership or authorized service center. Services include:</p> <ul style="list-style-type: none"> <li>• Verification of VIN, trim level, and ordered options</li> <li>• Inspection of safety systems, lighting, fluids, and tire pressure</li> <li>• Road-test validation when applicable</li> <li>• Installation of OEM software updates</li> <li>• Inspection for shipping damage</li> </ul> <p>2. Parts and Accessories Installation Doering coordinates installation of OEM and aftermarket components required for agency-specific operational needs. Typical installations include:</p> <ul style="list-style-type: none"> <li>• Safety equipment (light bars, sirens, cages, push bumpers)</li> <li>• Technology (GPS, telematics hardware, MDT mounts, cameras)</li> <li>• Storage systems (tool drawers, cargo partitions, ladder racks)</li> <li>• Fleet decals and graphics</li> <li>• Specialty equipment for public works, law enforcement, utilities, and emergency response</li> </ul> <p>We manage all vendor relationships, ensuring compliant pricing, quality workmanship, and on-time completion.</p> <p>3. Vehicle Marking, Decals, and Branding We offer end-to-end vehicle marking services, including:</p> <ul style="list-style-type: none"> <li>• Agency logo and branding application</li> <li>• Reflective striping and safety markings</li> <li>• Unit numbering, asset tags, and barcode labels</li> <li>• Custom-designed graphics packages for police, fire, transit, and public works fleets</li> </ul> <p>All graphics are installed by trained technicians using long-life materials appropriate for commercial and government fleets.</p> <p>4. Quality Assurance Prior to Delivery Before the vehicle leaves the upfitter or dealership, Doering performs a multi-point quality control check to ensure:</p> <ul style="list-style-type: none"> <li>• Proper installation of all equipment</li> <li>• Operational testing of every accessory</li> <li>• Compliance with agency specifications and federal/state safety requirements</li> <li>• Cleanliness and presentation standards for delivery</li> </ul> <p>5. Transportation and Final Delivery</p>
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			<p>Doering Fleet Management arranges nationwide transportation to the final delivery site through insured, vetted carriers.</p> <p>Delivery options include:</p> <ul style="list-style-type: none"> <li>• Direct-to-facility delivery</li> <li>• Delivery to local dealer partners</li> <li>• Staged deliveries for large quantity orders</li> <li>• White glove delivery with in-person handoff</li> </ul> <p>6. Post-Delivery Support and Documentation</p> <p>After delivery, we provide:</p> <ul style="list-style-type: none"> <li>• Warranty documentation</li> <li>• Upfit invoices and parts lists</li> <li>• Vehicle build sheets</li> <li>• User manuals and training materials</li> <li>• Confirmation of titling/registration as required</li> </ul> <p>Doering Fleet Management ensures that all Sourcewell participating entities receive fully prepared, fully equipped, and fully inspected vehicles ready for immediate service. Whether administrative vehicles, police vehicles, public works vehicles, etc., our ability to coordinate PDI, upfitting, accessories, markings, and delivery makes us a complete turnkey provider for government and education fleets.</p>
<p>94</p>	<p>Preventative maintenance plans, vehicle maintenance and repair services, and related service level agreements for Sourcewell participating entity on-road vehicle fleets of all types;</p>	<p><input checked="" type="radio"/> Yes  <input type="radio"/> No</p>	<p>Doering Fleet Management offers a full suite of preventative maintenance, repair, and lifecycle support services designed to keep Sourcewell participating entities' fleets safe, compliant, and operational with maximum uptime. These services are available for all on-road vehicle types, all weight classes, and all engine types, including ICE, hybrid, and EV.</p> <p>1. Preventative Maintenance (PM) Plans</p> <p>We provide structured, customizable PM programs aligned with OEM maintenance schedules and tailored to each agency's operational needs. Offerings include:</p> <ul style="list-style-type: none"> <li>• Standard PM schedules (oil changes, tire rotations, inspections)</li> <li>• Enhanced PM plans based on high-utilization vehicles</li> <li>• EV-specific maintenance protocols (battery health monitoring, thermal management checks)</li> <li>• DOT-required maintenance for applicable vehicles</li> <li>• Mileage-based, time-based, or hybrid PM schedules</li> </ul> <p>Agencies may select:</p> <ul style="list-style-type: none"> <li>• Managed PM (Doering coordinates all scheduling and vendor management)</li> <li>• Self-directed PM with Doering oversight, compliance tracking, and reminders</li> </ul> <p>2. Vehicle Maintenance &amp; Repair Services</p> <p>Doering provides a national-level, full-coverage maintenance and repair program that includes:</p> <ul style="list-style-type: none"> <li>• Mechanical repairs (engine, transmission, driveline)</li> </ul>

			<ul style="list-style-type: none"> <li>• Electrical system diagnostics and repair</li> <li>• EV system diagnostics and repair</li> <li>• Tire repair and replacement</li> <li>• Brake service and replacements</li> <li>• Warranty support and coordination with OEM dealer networks</li> <li>• Upfit repair coordination (lighting, racks, cages, graphics, emergency upfits, etc.)</li> </ul> <p>Our service model delivers:</p> <ul style="list-style-type: none"> <li>• Access to 90,000+ approved repair facilities across North America</li> <li>• Negotiated national pricing to reduce agency costs</li> <li>• Real-time approval workflows to control spending</li> <li>• Rental or replacement vehicle support when available</li> </ul> <p>3. Maintenance Management Program For participating entities seeking fully outsourced fleet support, Doering provides a comprehensive Maintenance Management Program, which includes:</p> <ul style="list-style-type: none"> <li>• 24/7 maintenance support hotline</li> <li>• Real-time repair authorization</li> <li>• Cost control &amp; price verification</li> <li>• Work-order tracking</li> <li>• Compliance monitoring</li> <li>• Automated PM reminders</li> <li>• Driver support for breakdowns or roadside events</li> <li>• Consolidated monthly billing</li> </ul> <p>4. Roadside Assistance Available as an optional service:</p> <ul style="list-style-type: none"> <li>• Towing</li> <li>• Jump-starts</li> <li>• Lockouts</li> <li>• Fuel delivery</li> <li>• EV charging support</li> </ul> <p>Response time and service availability vary by region but follow strict performance benchmarks.</p> <p>5. Additional Benefits</p> <ul style="list-style-type: none"> <li>• Centralized billing: One invoice regardless of number of vehicles or repair vendors</li> <li>• Data analytics: Trends, cost forecasting, and lifecycle planning.</li> <li>• Full transparency: Agencies can view all work orders, PM schedules, and cost details through our various reports and analytics.</li> </ul>
95	<p>In addition to the solutions described in 92-94 above, proposers may include a complimentary offering of the following ancillary services:</p> <ol style="list-style-type: none"> <li>i. Short-term rental programs;</li> <li>ii. Upfitting or aftermarket products;</li> <li>iii. Fleet management information technologies, such as: telematics, fleet monitoring, fuel management, fuel tank management, and motor pool/fleet sharing software systems;</li> <li>iv. Roadside assistance including towing, emergency charging, and repairs;</li> <li>v. Vehicle battery longevity monitoring and replacement plans; including installation, operation, and maintenance of dedicated charging and fueling stations.</li> </ol>	<p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	<p>In addition to the core fleet acquisition, leasing, financing, and maintenance services described previously, Doering Fleet Management offers the following optional ancillary solutions to support the full lifecycle management needs of Sourcewell participating entities. These services are designed to complement on-road vehicle acquisitions and enhance operational readiness, safety, and total cost management.</p> <p>i. Short-Term Rental Programs (Optional Program) Doering Fleet Management, through our partnership with Wheels/Network, maintains a nationwide network of rental partners with capabilities to provide short-term vehicle solutions, including:</p> <ul style="list-style-type: none"> <li>• Temporary replacements during</li> </ul>

accidents, repairs, or seasonal peaks

- Specialized vehicles needed for short durations
- Bridge vehicles to support agencies transitioning to long-term leases

Short-term rentals can be billed daily, weekly, or monthly, and are available across most vehicle classes (light-duty through heavy-duty).

ii. Upfitting and Aftermarket Products  
 We provide full coordination and project management for:

- Emergency lighting and sirens
- Police and fire upfitting packages
- Utility bodies, service bodies, dump bodies, and flatbeds
- Racks, tool storage, and cargo management systems
- Communications equipment
- Decals, striping, and agency branding
- Snowplows, liftgates, winches, and public works accessories

Doering handles all scheduling, transportation, quality-control checks, and delivery of fully upfitted, mission-ready vehicles.

iii. Fleet Management Information Technologies  
 Doering Fleet Management offers a full suite of technology solutions designed to improve safety, compliance, cost control, and real-time operational oversight:

Telematics & GPS Tracking (We use Geotab but can work with most providers)

- Real-time vehicle location
- Driver behavior monitoring
- Idle reports and fuel waste reduction
- Automated maintenance alerts

Fuel Management Solutions (We use WEX but can work with most providers)

- Integrated fuel card programs
- Fuel usage analytics
- EV charging data integration

Motor Pool / Fleet Sharing Systems (Optional Program with Wheels)

- Reservation platforms
- Automated key management systems
- Utilization reporting to right-size fleets

Fleet Monitoring & Reporting Tools

- Online dashboards
- Life-cycle cost analysis
- Maintenance trend monitoring
- Custom reporting for government transparency

These systems help agencies improve compliance, reduce operating costs, and enhance asset accountability.

iv. Roadside Assistance  
 We offer national roadside assistance programs with coverage available 24/7/365, including:

- Towing (light-, medium-, and heavy-duty)
- Tire changes
- Lockouts

		<ul style="list-style-type: none"> <li>• Battery jump-starts</li> <li>• Emergency charging services for electric vehicles</li> <li>• Fuel delivery</li> </ul> <p>Roadside assistance programs may be included within maintenance plans or offered as a standalone product depending on agency needs.</p> <p>v. Vehicle Battery Health Monitoring &amp; Charging Infrastructure Support (3rd Party)</p> <p>Doering provides specialized support for electric vehicle (EV) fleets, including:</p> <p>Battery Longevity Monitoring</p> <ul style="list-style-type: none"> <li>• State-of-health tracking using OEM tools or telematics</li> <li>• Range performance analytics</li> <li>• Warranty compliance monitoring</li> <li>• Predictive replacement planning</li> </ul> <p>Battery Replacement Plans</p> <ul style="list-style-type: none"> <li>• Coordinated replacement scheduling</li> <li>• End-of-life battery recycling or repurposing</li> <li>• Cost forecasting for financial planning</li> </ul> <p>Charging &amp; Fueling Infrastructure Support</p> <ul style="list-style-type: none"> <li>• Coordination of charging-station installation</li> <li>• Site evaluation and electrical-load assessments</li> <li>• Charger maintenance and service agreements</li> <li>• Partnerships with leading charging providers</li> <li>• Optional management of fueling infrastructure for alternative fuels</li> </ul> <p>These programs help agencies adopt EVs responsibly, ensuring uptime, safety, and predictable budgeting.</p>
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**Table 8: Exceptions to Terms, Conditions, or Specifications Form**

**Line Item 96. NOTICE:** To identify any exception, or to request any modification, to Sourcewell standard Master Agreement terms, conditions, or specifications, a Proposer must submit the proposed exception(s) or requested modification(s) via redline in the Master Agreement Template provided in the “Bid Documents” section. Proposer must upload the redline in the “Requested Exceptions” upload field. All exceptions and/or proposed modifications are subject to review and approval by Sourcewell and will not automatically be included in the Master Agreement.

Do you have exceptions or modifications to propose?	Acknowledgement *
	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Documents**

**Ensure your submission document(s) conforms to the following:**

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

- [Pricing](#) - Table 6A & 6B - PRICING.pdf - Wednesday November 19, 2025 17:13:24
- [Financial Strength and Stability](#) - Table 2A - Bank References.zip - Wednesday November 19, 2025 17:26:17
- [Marketing Plan/Samples](#) - Marketing Plan - Samples.zip - Wednesday November 19, 2025 22:16:30
- [WMBE/MBE/SBE or Related Certificates](#) - Table 5B - SDVOSB.zip - Wednesday November 19, 2025 17:47:56
- [Standard Transaction Document Samples](#) - Marketing Plan - Samples.zip - Wednesday November 19, 2025 22:18:29
- Requested Exceptions (optional)
- [Upload Additional Document](#) - Additional Documents.zip - Wednesday November 19, 2025 22:20:25

## Addenda, Terms and Conditions

### PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.
3. The Proposer certifies that:
  - (1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-
    - (i) Those prices;
    - (ii) The intention to submit an offer; or
    - (iii) The methods or factors used to calculate the prices offered.
  - (2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and
  - (3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.
5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.
6. The Proposer possesses, or will possess, all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.
7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
8. Proposer its employees, agents, and subcontractors are not:
  1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
  2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
  3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Robert Crowe, Sr. Manager - Government Fleet Leasing and Sales, Doering Leasing Co.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

Yes  No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
<b>Addendum_2_Fleet_Management_Leasing_RFP_112025</b> Fri October 24 2025 04:36 PM	<input checked="" type="checkbox"/>	-
<b>Addendum_1_Fleet_Management_Leasing_RFP_112025</b> Tue October 21 2025 05:07 PM	<input checked="" type="checkbox"/>	2