

**CITY OF ALEXANDRIA, KENTUCKY  
REQUEST FOR PROPOSALS (RFP)  
FLEET MANAGEMENT SERVICES**

**Issue Date:** May 19, 2025

**Proposal Due Date:** May 27, 2025, at 4:00 PM (ET)

## **I. INTRODUCTION**

The City of Alexandria, Kentucky is seeking qualified vendors to submit proposals to provide Fleet Management Services for the Alexandria Police Department. This RFP is intended to solicit proposals from firms with expertise in administering and managing law enforcement vehicle fleets throughout the agreed upon term of lease as directed by the city.

## **II. SCOPE OF SERVICES**

Such services generally include acquisition, outfitting, registration and final disposal as defined below:

### **A. Acquisition Services**

- Assist in the acquisition of new vehicles used by the police department as needed.
- Ensure timely delivery in coordination with the department's operational requirements.

### **B. Vehicle Outfitting**

- Coordinate installation of police-specific equipment (e.g., light bars, sirens, cages, communications gear, decals).
- Ensure all registration with The State of Kentucky.
- Provide quality assurance and testing pre-delivery.

### **C. Disposal Services**

- Manage the disposal of vehicles at a mutually end-of-life age as dictated by the city. This may include vehicles currently identified and owned by the city.
- Any profit of the disposed vehicles should be applied against the overall cost of fleet management services.
- Fleet Management Service should provide strategic recommendations to assist with vehicle replacement schedules.

### **III. TERMS AND NEGOTIATION**

The City reserves the right to negotiate all terms and conditions of any contract resulting from this RFP to ensure alignment with its operational and fiscal priorities. Proposers are encouraged to identify key areas for discussion or flexibility in their submission.

The city will ensure each vehicle, track usage and assess readiness for the road. The city will additionally maintain records of maintenance and will commit to satisfy all requirements of any Manufacturer's Warranty.

### **IV. PROPOSAL SUBMISSION**

#### **Deadline:**

Proposals must be submitted no later than 4:00 PM ET on May 27, 2025. Proposals received after this time will not be considered.

#### **Submission Instructions:**

Proposals may be submitted electronically to [dplummer@alexandriaky.org](mailto:dplummer@alexandriaky.org); or dropped off at the City of Alexandria City Building at 8236 West Main Street, Alexandria, KY 41001 by May 27<sup>th</sup>, 2025 at 4:00 pm.

Please include "*Fleet Management Services RFP*" in the email subject line, or upon the submission of physical materials.

The City reserves the right to reject any and all bids for any reason.

### **VI. QUESTIONS AND DISCLAIMER**

Any questions regarding this RFP must be submitted in writing to [dplummer@alexandriaky.org](mailto:dplummer@alexandriaky.org). Responses will be shared with all interested vendors upon request.