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Page 1: Facilities Request Form

Q1

Contact Person:

Name	Tonie Campbell
Email Address	tonie.campbell@gcccd.edu

Q2

Department:

AKHE

Q3

Title of Request:

Acquisition of College-Owned Van Fleet

Q4

Location of Request:

Athletics - Building D

Q5

Description of Request: When making your request, please be as specific as possible and include information such as make, model, manufacturer, color, quantity, etc.

Executive Summary

Cuyamaca College is one of the few community colleges in San Diego whose athletics program does not operate a college-owned van fleet. Athletics currently rents three vans for ten months per year, representing its largest recurring operational expense. This proposal recommends that the college purchase three to five multi-passenger vans to replace rentals and create a shared transportation resource for the entire campus.

Currently, the Athletics Department has contracted with Avis Rental Car Corporation for three 12 passenger vans to facilitate travel to intercollegiate competition for the eleven sport programs at the college.

Budgeted year 2023-24, the Athletics team total expense paid to Avis Rental Car Corporations totaled \$26,753.92. The total amount reflects the need of seven sports programs and not the current eleven. In this budgeted year, the Men's Soccer and M/W Track & Field teams were of substantial sizes to require charter buses for competitions and two teams, women's basketball and women's soccer where still on hiatus. Due to the lower number of team rosters, and the need for bus charters for Track & Field in the spring, Athletics was able to reduce the van rental need in the spring from three vans in the fall to eventually one in late spring.

In budgeted year 2024-25, Cuyamaca Athletics experiences significant growth from all teams in addition to re-institution of both the women's soccer and basketball teams. The total expenses for rental vans increased to \$52,898.33 and three vans were required for the entire budgeted year.

Q6**Estimated Cost:****Financial Analysis****3.1 Purchase Cost**

Average market cost for mid-size passenger vans: \approx \$50,000 per van.

Grossmont-Cuyamaca College District has a purchase agreement with two vendors that sell 12 passenger vans.

Option 1 –

Make – Chevrolet

Model – Express

Vendor – Winner Chevrolet

Sales Price to District - \$45,270.00

Option 2 –

Make – Ford

Model – Transit XL (T350)

Vendor – Downtown Ford

Sales Price to District - \$52,909.00

Estimate Cost

Fleet Size Estimated Cost (Chevrolet ~ Ford)

3 vans \$135,810 ~ \$158,727

5 vans \$226,350 ~ \$264,545

Branding Wraps:

- \$3,000–\$5,000 per vehicle
- For 3 vans: \$9,000–\$15,000
- For 5 vans: \$15,000–\$25,000

3.2 Annual Estimated Operating Costs (per van)

- Insurance: \$1,900
- Fuel: \$2,414 (Based on 2024-25 fuel usage)
- Maintenance/repairs: \$500–\$1,500 (Normal wear/tear items)
- Registration/overhead approximately .065% of purchase price:
- \$294–\$344 (Chevrolet – Ford)

Total Estimated Annual Cost/Van: \$5,108 ~ \$6,158

Fleet Annual Operating Cost

Fleet Size Annual Cost Range

3 vans \$15,324 ~ \$18,474

5 vans \$25,540 ~ \$30,790

3.3 7–10 Year Total Cost of Ownership (3 Vans)**Option 1 – Chevrolet Express 12 passenger vans**

Using a mid-range recurring cost (~\$16,000/year for 3 vans):

Horizon Purchase + Ops Avg. Annual Cost

7 years \$247,810 \$35,401/year

10 years \$295,810 \$29,581/year

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Option 2 – Ford Transit XL (T350) 12 passenger vans

Using a mid-range recurring cost (~\$16,000/year for 3 vans):

Horizon	Purchase + Ops	Avg. Annual Cost
7 years	\$270,927	\$38,704/year
10 years	\$318,927	\$31,893/year

Q7

Please attach quote, if available

CUYAMACA%20VAN%20POOL%20-%20Proposal.docx (20.2KB)

Q8

Total Cost of Ownership:check all that apply

**Replacement (Life Cycle),
Operations Cost,
Maintenance Cost**

Q9

Please explain your plan to maintain this request:

Establish Fleet Management System

- Assign oversight to Athletics or Facilities
- Implement online reservation system for teams with ability for external to Athletics to reserve/use
- Set driver certification and training guidelines
- Establish maintenance & safety inspection schedule

Additionally, we can collaborate with the automotive department on campus for routine maintenance related issues.

Q10

Justification of Request: Please select the applicable criteria below and provide the details how the criteria relate to your request.

Support College Mission/Strategic Plan,

Health/Safety/Security Issues,

Growth of department/work area,

Demonstrate need for continuous quality improvement of department/work area

,

Provided details::

Campus-Wide Transportation Support With a scheduling system, vans can be used by: • Student Services • Outreach • Facilities • Clubs & Student Government • Field trips (science, environmental studies, etc.) • Career/Transfer Center events Brand Visibility Visible, vibrant vehicle wraps promote Cuyamaca College throughout the county, increasing recognition and community presence. The current van pool rental continues to be Athletics' greatest annual expense. Ownership of college vans eliminates limited availability of rental vehicles from vendor, eliminates high monthly rental fees, inconsistent vehicle condition and eliminates No opportunity for branding and campus recognition when teams are traveling.

Proposal: Acquisition of College-Owned Van Fleet

Submitted to: Cuyamaca College President Robinson, Executive Administration, Governing Board

Submitted by: Tonie Campbell, Dean AKHE

Date: December 2025

Executive Summary

Cuyamaca College is one of the few community colleges in San Diego whose athletics program does not operate a college-owned van fleet. Athletics currently rents three vans for ten months per year, representing its largest recurring operational expense. This proposal recommends that the college purchase three to five multi-passenger vans to replace rentals and create a shared transportation resource for the entire campus.

Currently, the Athletics Department has contracted with Avis Rental Car Corporation for three 12 passenger vans to facilitate travel to intercollegiate competition for the eleven sport programs at the college.

Budgeted year 2023-24, the Athletics team total expense paid to Avis Rental Car Corporations totaled **\$26,753.92**. The total amount reflects the need of seven sports programs and not the current eleven. In this budgeted year, the Men's Soccer and M/W Track & Field teams were of substantial sizes to require charter buses for competitions and two teams, women's basketball and women's soccer were still on hiatus. Due to the lower number of team rosters, and the need for bus charters for Track & Field in the spring, Athletics was able to reduce the van rental need in the spring from three vans in the fall to eventually one in late spring.

In budgeted year 2024-25, Cuyamaca Athletics experiences significant growth from all teams in addition to re-institution of both the women's soccer and basketball teams. The total expenses for rental vans increased to **\$52,898.33** and three vans were required for the entire budgeted year.

College-owned vans will:

- Reduce long-term operating costs,
- Increase scheduling flexibility,
- Improve student travel safety and reliability, and
- Provide new branding and marketing exposure through fully wrapped college-branded vehicles.

A 7- to 10-year cost-of-ownership analysis shows that purchasing vans is significantly more cost-effective than continued annual rentals.

1. Rationale and Need

1.1 Athletics Program Requirements

Cuyamaca's eleven sport teams travel regularly for competition and training. Athletics requires reliable, dedicated transportation for student-athletes, equipment, and coaches. Rental vehicles often come with:

- Limited availability,
- High monthly rental fees,
- Mileage restrictions or surcharges,
- Inconsistent vehicle condition, and
- No opportunity for branding or campus-wide benefit.

1.2 Campus-Wide Transportation Gaps

Other departments (Student Affairs, Outreach, Facilities, Career/Transfer, clubs, events) frequently need transportation but lack access to institutional vehicles. College-owned vans would create a shared-use resource available through a centralized reservation system.

1.3 Marketing & Community Exposure

Wrapped vans displaying Cuyamaca College branding, mascot, and program imagery serve as moving billboards throughout San Diego County. Athletics

alone travels thousands of miles per year—an excellent advertising opportunity at no additional operational cost.

2. Proposed Fleet

2.1 Initial Purchase:

- Three (3) vans to replace current rentals (Phase 1).
- Optional two (2) additional vans added as demand increases (Phase 2).

2.2 Vehicle Type:

- 12 passenger vans suitable for athletic teams.
- Safety-focused features (rear camera, blind-spot assist, stability control).
- Warranty coverage for 36k–50k miles, depending on manufacturer.

2.3 Branding:

- Full exterior wrap (estimated \$3,000–\$5,000 per van) featuring the college logo, mascot, athletics branding, and admissions tagline.
- Highlight athletics and academic programs (“Future Starts Here,” “Cuyamaca Strong,” etc.).

3. Financial Analysis

3.1 Purchase Cost

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This is significantly lower than cumulative rental costs over 7–10 years, which escalate annually.

4. Benefits of Fleet Ownership

4.1 Cost Savings

Rental fees for three vans across 10 months annually exceed the long-term cost of ownership. Purchasing turns a recurring drain into a depreciating but long-lived asset.

4.2 Greater Reliability & Safety

College-owned vans receive consistent maintenance, ensuring safety and avoiding the variable condition of rental vehicles.

4.3 Campus-Wide Transportation Support

With a scheduling system, vans can be used by:

- Student Services
- Outreach
- Facilities
- Clubs & Student Government
- Field trips (science, environmental studies, etc.)
- Career/Transfer Center events

4.4 Brand Visibility

Visible, vibrant vehicle wraps promote Cuyamaca College throughout the county, increasing recognition and community presence.

4.5 Long-Term Asset Management

Vans typically retain useful life for 7–12 years, maximizing value beyond initial investment.

5. Implementation Plan

Step 1: Approval & Funding

- Capital request submitted to administration
- Identify funding source (capital budget, instructional equipment funds, grants, or reserves)

Step 2: Purchasing & Vendor Selection

- Select model based on safety, capacity, and warranty
- Order vehicle wraps (graphics designed by the college Marketing Department)

Step 3: Establish Fleet Management System

- Assign oversight to Athletics or Facilities
- Implement online reservation system
- Set driver certification and training guidelines
- Establish maintenance & safety inspection schedule

Step 4: Campus Launch

- Publicize shared use to all departments
- Showcase wrapped vans through a campus unveiling event
- Include vans in community parades, outreach events, and recruitment trips

6. Recommendation

Given the demonstrated financial savings, operational advantage, and marketing benefits, Cuyamaca College should move forward with purchasing three vans immediately and consider adding two more in future years based on campus-wide demand.

The investment supports athletics, increases institutional efficiency, enhances student safety, and raises the college's public profile throughout the region.