

COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY

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Policy:

It is the policy of the Board of Supervisors to support a Rideshare Program utilizing County vehicles for regular full time County employees, or the employees of any other entity with which the County has entered into a Memorandum of Understanding for participation in the County Vehicle Program. County Fleet Services vehicles will be used as availability permits.

The passenger fares will be determined by the Rideshare Office in collaboration with Fleet Services and are subject to change as deemed necessary. Every effort will be made to ensure that the vehicles will operate at a 100% cost recovery. Fares will be established based on a vehicle's daily round-trip commute mileage. All passengers within a vehicle will pay the same fare. The fares will be collected via automatic payroll deductions for County employees, and by monthly warrant for non-County employees.

Department availability of vehicles for use in this program will be determined by the department head or designee in collaboration with the Rideshare Office. Additionally, County department vehicles may be withdrawn from the program as requested by the County department head or designee providing a minimum two week notice.

Authorization forms must be completed and signed by each participant prior to riding in the vehicle.

Final selection of participants in the County Vehicle Program will be based on factors such as vehicle routing and will be determined by the Rideshare Office.

Reference:

- Minute Order 3.30 of 01/08/91
- Minute Order 3.21 of 01/19/99
- Minute Order 3.25 of 03/27/07
- Minute Order 3.4 of 12/18/07