

Fleet Management Steering Committee (FMSC)



**Management Review Office (MRO) and
Equipment Management Department (EMD)
January 10, 2013**

Purpose



- The purpose of FMSC is to determine policy and provide oversight for all aspects of specifying, purchasing, assigning to departments, reassigning between departments and retiring vehicles and equipment for the City.

Background



- Established by Executive Order 2011-04 on August 26, 2011
- Representatives include:
 - EMD
 - Purchasing
 - Budget
 - Mayor’s Office
 - Water and Sewer
 - Streets and Stormwater
 - Working in Neighborhoods
 - Police
 - Fire
 - Information Technology
 - Development Services
 - Engineering
- The first meeting occurred September 14, 2011
- Meets monthly

Process



- Departments' submit a Fleet Justification Form for vehicles and/or equipment
 - Fleet Justification Forms include:
 - Rationale for replacement or purchase
 - Fleet Utilization Score
 - Department Head authorization
- EMD maintains a log of all requests
- Departmental representatives may discuss Fleet Justification Form(s)
- FMSC holds a formal vote to approve, modify, or deny the request
- Budget and Purchasing tracks FMSC votes

Outcomes



- FMSC has resulted in:
 - Sharing under-utilized equipment/vehicles
 - Transferring under-utilized equipment/vehicles
 - Maximizing the useful life of equipment/vehicles previously purchased
 - Asking difficult questions of peers
 - Reviewing all requests for repurposing
 - Collaborating to save the City money

Statistics



- Through November 2012, the FMSC has reviewed 296 Fleet Justification Forms
 - 253 approved
 - 27 of these are to be replaced with CNG or bi-fuel technology
 - 8 denied
 - 35 tabled

Impacts



- Over the last year EMD, MRO, and City Departments have identified under-utilized equipment/vehicles and reduced the City's fleet by:
 - 148 vehicles
 - 230 pieces of equipment
- \$395,100 in additional auction proceeds (vehicles alone)
- MRO reviewed 431 take home vehicle requests:
 - 95 approved with no conditions
 - 37 approved with conditions
 - 14 denied
 - 2 repurposed
 - 4 in process
 - 336 Police approved in compliance with CBA

Impacts



- New vehicle inspections
- Increasing motor pool size
- Questions?