



MEMORANDUM

Date: December 14, 2017

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: C.H. Huckelberry
County Administrator

A handwritten signature in black ink, appearing to be "CHH", is written over the printed name "C.H. Huckelberry".

Re: **Fleet Services Goals to Increase Fleet Fuel Efficiency**

Please see the attached December 8, 2017 memorandum from Fleet Services Director Frank Samaniego. I have approved all of the actions outlined in Mr. Samaniego's memorandum designed to increase vehicle fuel efficiency as well as overall vehicle fleet use efficiency.

Please note, the specific implementation for these actions will occur at the beginning of the fiscal year. In the case of the purchase of electric vehicles, Procurement is in the process of evaluating those received regarding the procurement of these vehicles with Fleet Services and will place a contract award on the Board of Supervisors agenda for a consideration in the near future. The changes all are reasonable and will significantly reduce our fleet services in the future as well as implement significant energy saving actions as required by Pima County Resolution 2017-39 reaffirming our commitment to address climate change.

CHH/mp

Attachment

c: Tom Burke, Assistant County Administrator for Administration
Frank Samaniego, Director of Fleet Services



MEMORANDUM

DATE: December 8, 2017

TO: C.H. Huckelberry
County Administrator

FROM: Frank Samaniego
Director

THRU: Tom Burke
Deputy County Administrator

RE: Pima County Resolution 2017-39

As per the Pima County Resolution 2017-39, Fleet Services is proposing a written plan to accomplish the goals to increase fleet fuel efficiency by 10% and to replace 120 gasoline sedans with electric vehicles by 2025 or sooner. In order to increase fleet fuel efficiency, we require the authority to do the following:

1. **Idling:**

According to reports generated from the County GPS system, there is still significant idling occurring daily. We plan to add a surcharge for excessive idling. The amount and methodology will be determined between Finance & Risk Management and Fleet Services.

Timeline: Implementation to start on July 1, 2018.

2. **Underutilization:**

Underutilization has always been a challenge to enforce. Departments have a multitude of reasons why their staff require a vehicle, but drive it occasionally. We require the authority to remove vehicles from Departments that are minimally used. We would initially require Departments to return vehicles driven less than 2,000 miles in a year. This would impact the use of 135 vehicles, which currently are driven less than 2,000 miles annually. Each year thereafter, an additional 500 miles will be added until the minimum miles driven per year for each vehicle is reasonable. Departments that have vehicles taken from them will be required to use their existing fleet more efficiently.

Timeline: Implementation to start on July 1, 2018.

3. **Downsizing:**

Downsizing is another challenge since Departments generally request the larger sedans and trucks for their staff. We propose to standardize the model of truck and sedan/midsize vehicle for Departments to use. We require the authority to select the standardized vehicle for Departments. Included in this action Fleet Services will make the following changes:

C.H. Huckelberry, County Administrator
Re: Pima County Resolution 2017-39
December 8, 2017
Page 2 of 2

- Purchase vehicles with 4 cylinder or 6 cylinder engines and fewer 8 cylinder engines.
- Acquire more hybrid and electric vehicles.

For instance, for those Public Works Managers/Supervisors who drive a large vehicle, Fleet Services would suggest downsizing to a compact truck or SUV.

Timeline: Implementation to start July 1, 2018

4. Adding Surcharge:

Currently, Fleet Services has over 400 four-wheel drive vehicles in the County fleet. Four-wheel drive vehicles are less fuel-efficient than two wheel drive vehicles. We will add a monthly surcharge for use of four-wheel drive wheel drive. This charge will act as a deterrent to Departments who are using four-wheel drive vehicles when operationally not necessary.

Timeline: Implementation to start on July 1, 2018.

5. Electric Vehicles

At a minimum, Fleet Services will purchase twenty electric vehicles each year for the next five years to replace standard combustion engine vehicles. The criteria for obtaining these vehicles is the cost of the vehicle and range in miles.

Timeline: Implementation is in process.

In order to accomplish the goals outlined above Fleet Services will propose changes to Administrative Procedures to begin the recommendations defined above. If further discussion is needed please let me know when you available.

FS:fm

Attachment

c: Ray Ochotorena, Deputy Director, Fleet Services Department

The graph below represents asset utilization for FY17. If we were to use 2,000 miles as the minimum utilization target there would be 135 vehicles returned to Fleet Services.

