



MEMORANDUM

Date: October 25, 2013

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

From: C.H. Huckelberry
County Administrator

A handwritten signature in black ink, appearing to read "C.H. Huckelberry", is written over the typed name and title.

Re: **New Fuel Management System**

Pima County recently awarded a contract to Syn-Tech for their FUELMASTER fuel management system. This new system was acquired to replace the old, unreliable and outdated TRAK system. The TRAK system is over 20 years old and used outdated technology, making it difficult to integrate/communicate with the existing Fleet Management System.

Pima County owns and operates nine fuel stations located throughout the County. Last Fiscal year the County used 1,546,575 gallons of fuel at a cost of \$4,842,179. Fleet Services recorded 109,605 transactions that were used to obtain this fuel.

The new fuel management system will result in:

- Time savings once the system is fully operational,
- Accurate fuel accountability,
- System integration with the existing Fleet Management System and GPS,
- Ready availability of parts,
- Flexibility with fuels and access, whether it be automated or with keys,
- Extensive reporting capabilities
- No unplanned interruption of service to our customers, and
- Capability to remotely turn fuel dispensers on or off as needed.

The cost of the new system is \$804,196. This cost includes all infrastructure upgrades to the nine fuel stations and the FUELMASTER hardware for both the fuel stations and all vehicles. This system is used by the US Department of Defense and has provided years of reliable service.

There are three major phases in the implementation process, and this process is moving forward. The first was an intensive pilot phase to test and monitor the system for 45 days using 20 vehicles from various departments. The second step is to convert all nine stations to the new hardware and upgrade existing infrastructure. The last phase, the most time consuming, is to install the required equipment into each vehicle.

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Once the fuel station infrastructure and hardware have been upgraded and the vehicles have the hardware installed, fueling will be quick and simple. All that needs to be done is insert the fuel dispenser nozzle into the vehicle fuel tank. Once this occurs, the system is activated and within 10 seconds confirms the vehicle is a County asset; obtains the odometer reading; designates type of fuel used; and acquires engine diagnostics. It is simply fill and go.

A survey of the time to exit the vehicle, utilize the fuel keys, input the odometer and choose a pump averaged 45 seconds. With the new system, this process will take only 10 seconds. Utilizing data from last fiscal year, we can compare the transaction times:

- Current TRAK System
45 seconds per transaction x 109,605 transactions = 1,320 hours
- New FUELMASTER System
10 seconds per transaction x 109,605 transactions = 304 hours

Obviously, there is a significant time reduction (77 percent) and cost savings resulting from the new system that will ultimately more than offset the capital investment.

An extensive marketing strategy was developed to inform all customers of the dates and times the fuel stations would be affected by the upgrading of the infrastructure required. This information was provided through the following media;

- Fleet Services Internet and Intranet,
- Countywide email communications,
- Ongoing communications with Department Transportation Coordinators and intergovernmental agreement customers,
- Posters and flyers at the stations and dispensers, and
- Department presentations, as requested.

The new system will provide Pima County with a fuel management system that is reliable, accurate and efficient. Please visit either the Fleet Services

Internet: (http://webcms.pima.gov/government/fleet_services/)
or Intranet (<http://intranet.pima.gov/Fleet/>)

for more information and updates regarding the new fueling system implementation.

CHH/mjk

c: John Bernal, Deputy County Administrator for Public Works
Frank Samaniego, Director, Fleet Services