

CITY OF OAKLAND

AGENDA REPORT

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2009 JUN 11 PM 9:43

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Public Works Agency
DATE: June 23, 2009

RE: **Follow Up And Possible Action On A Report Discussing The City's Fleet Status**

SUMMARY

This follow up report provides additional information requested by the Finance Committee on April 28, 2009, concerning underutilized vehicles, City CarShare, police vehicle accidents and retraining after accidents, vehicle auction data, and take-home police vehicles.

FISCAL IMPACTS

Reducing the fleet by an additional 100 vehicles is projected to save the City in operations, maintenance and fuel costs from the various using departments from which the vehicles are reduced. However, without a significant capital fleet replacement effort, there will also be a corresponding increase in operations and maintenance due to an already overaged fleet getting older. The real savings of reducing the fleet by 100 vehicles will be through cost avoidance of \$5,483,900 over seven years by not replacing these vehicles.

BACKGROUND

At the April 28, 2009, Finance and Management Committee meeting, staff was directed to return on June 23, 2009 to provide information on the following:

- An update on wrecked police vehicles and the status of training for new police officers,
- The number of cars removed from the fleet and transferred to the car share program/pool vehicle program,
- The number of cars that will be taken out of service in the next two years including a list of cars being removed from the fleet,
- The issues/benefits of using pool vehicles vs. car share vehicles,
- Results from past auctions and dates of upcoming auctions,
- The status on the use of one rental vehicle being used as a take home vehicle, and
- Alternatives for OPD vehicle use (i.e., mileage reimbursement vs. taking City vehicles home).

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Finance and Management Committee
June 23, 2009

KEY ISSUES AND IMPACTS

Totaled Police Vehicles

The Equipment Services Division (ESD) has not received any additional total loss vehicles beyond the 15 reported for FY 2008-09 in the April 28, 2009, report. However, ESD is aware that since then, two marked police vehicles have been involved in serious collisions—vehicle no. 1423 was involved in a serious injury accident on April 18 and vehicle no. 1710 on April 30, 2009. These vehicles remain in police custody pending ongoing investigations, and have not been reported or released to the Equipment Services Division.

Fleet Reduction

Staff issued a memorandum to agency/department heads requesting relinquishment of the 100 least utilized vehicles in the fleet by June 26, 2009. *Attachment A* lists the vehicles requested. The Fleet Utilization Management Committee is scheduled to meet in late-June to review any appeals and make final determinations on whether a vehicle should be retained by a department or returned to ESD as an underutilized vehicle. Returned vehicles will be evaluated for reassignment or removal.

As a result of the recent upgrade to the fleet management system, online reservations for motor pool vehicles are now available. City staff can request reservation of a sedan/wagon from the pool at 250 Frank H. Ogawa Plaza, sedan/wagon from 7101 Edgewater Drive, Bldg 5, or a truck, bus, van, or construction equipment from the equipment pool at 5050 Coliseum Way.

In order to minimize impact to service delivery, ESD staff will continue to monitor City motor pool and City CarShare usage to determine if additional units should be transferred to or from any of the pools. Further reductions to the fleet are dependent on program and/or staff reductions, which are not yet identified for FY 2009-11.

City CarShare vs. City Motor Pool

ESD contracts with City CarShare to provide two compact sedans for exclusive City personnel use between the hours of 7:00 a.m. and 6:00 p.m. weekdays. Thereafter, the vehicles are available for use by any City CarShare subscriber.

The benefits of using car sharing include no initial capital outlay for vehicle acquisition, and no upfront insurance, maintenance or repair costs. These costs are recovered through the \$250 per vehicle administrative fee and the \$800 per vehicle prepaid core hours fee charged ESD each

month. ESD charges back the individual hourly and mileage costs to the using departments. The City pays City CarShare and minimum of \$1,050 per vehicle each month.

CITY CARSHARE VS. CITY OF OAKLAND POOL VEHICLE COSTS		
	City CarShare	City of Oakland
Number of cars available downtown	2	5
Prepaid Core hours per vehicle	\$800.00	\$356.00
Monthly administrative fee per vehicle	\$250.00	\$0.00
Enrollment fee per person	\$30.00	\$0.00
Hourly Usage Rate	\$5.00	\$4.00
Mileage rate	\$0.40	\$0.10 after 50 miles
Fuel	Included in rate	\$45.00 (CNG)
Garaging	\$0.00 (on street)	\$180.00
Overtime penalty	\$10 to \$20 per 1/2 hour	\$5.00 per hour
No show	\$50 fee plus hourly reservation rate	\$25.00

There are some differences between City CarShare and City-owned sedans. City CarShare replaces vehicles every three years; City-owned sedans are retained for a minimum of seven years, and frequently remain in service for ten years. This longer retention cycle significantly reduces the monthly cost of the vehicle by spreading the depreciation over a longer period. City CarShare vehicles are driven days, evenings and weekends, requiring more frequent maintenance and therefore higher maintenance costs. Generally, municipal sedans are driven only during regular business hours, are low mileage vehicles and therefore require less frequent maintenance than car sharing vehicles.

In order for usage of City CarShare vehicles to equal the minimum monthly charge, usage would have to double from an average of 100 hours per vehicle per month to approximately 200 hours per month.

Similarly, 200 hours of usage of a City pool vehicle would recover \$800 from using departments and would more than cover the \$581 monthly operations and maintenance costs.

Auction Results and Upcoming Dates

Net auction proceeds for FY 2007-08 were \$79,198.10 in December 2007 and \$1,147.52 in March 2008, for a total of \$80,345.62. Auction amounts for FY 2008-09 total \$125,684.68. The City's next scheduled auction is June 26 and 27, 2009.

The contracted auction company, First Capitol Auctions, performs auctions at its Vallejo facility for a variety of public and private fleets, and schedules auctions about every six to eight weeks.

The Contracting and Purchasing Department states that auctions are scheduled in two ways: 1) When PWA states it has enough equipment ready for auction and requests that Contracting and Purchasing schedule an auction; and 2) when the accumulation of equipment exceeds Central Stores' storage capacity. In either case, auctions are not scheduled for predetermined dates as a matter of routine.

OPD Take-home Vehicles and New Officer training

The Police Department provided the following responses to the Committee's request for additional information on driver training and "take home" vehicles:

Officers receive initial driver training during the academy. Officers then receive additional driving training (approximately 6 hours) annually.

The take home rental vehicle noted in the April 28, 2009 report is provided by the Federal Government.

The take home vehicles are emergency vehicles that have emergency equipment, code 3 response and radio/communication capabilities. They allow quicker response to scenes and quicker response to manage critical incidents to include natural disasters and terrorist, manmade events. This would include ICS requirements. They also allow response to criminal scenes in vehicles other than an officer's personal vehicle.

The Committee also requested updated information on the additional cost associated with OPD staff using City-owned vehicles for commute. It is provided in Figure 2:

Figure 2

COMMUTE COSTS - OPD CARS	
	Unmarked cars / 17 mpg
Annual Commute Fuel Costs (\$2.60/gal)	\$ 63,687
Monthly Commute Fuel Costs	\$ 5,307
Average Monthly Commute Fuel Costs	\$ 161
Estimated Annual Per Vehicle Increased Maintenance Costs	\$ 520
ESTIMATED PER VEHICLE INCREASED ANNUAL COSTS	\$ 2,450
ESTIMATED TOTAL INCREASED ANNUAL COSTS	\$ 80,847

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that Council accept the follow up report.

Respectfully submitted,



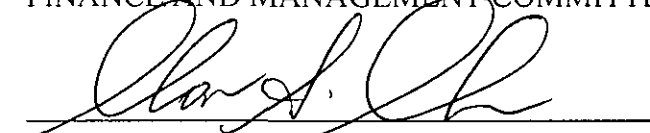
Raul Godinez, II, P.E.
Director, Public Works Agency

Reviewed by:
Bruce Saunders, Assistant Director
Department of Infrastructure & Operations

Prepared by:
Stephanie McCormick, Equipment Services Manager
Equipment Services Division

Attachment A: Fleet Reduction Vehicle List

APPROVED AND FORWARDED TO THE
FINANCE AND MANAGEMENT COMMITTEE:


Office of the City Administrator

Item: _____
Finance and Management Committee
June 23, 2009

FLEET REDUCTION VEHICLE LIST

Department Number	Department Name	Maintenance			Make	Model	Description	Life-to-Date Mileage	Average Annual Mileage	License #	Serial #	Account (Funding Code)	Department
		Equip #	Class	Year									
88481	CEDA-BUILDING SVC ADMIN	3811	1322	1998	FMD	ESCORT	WAGON 4DR LX	28,102	2,795	E1004657	3FAPP15P9WR270991	1010-88481-58411-0000000-PS31	88481 CEDA-BUILDING SVC ADMIN
88481	CEDA-BUILDING SVC ADMIN	3813	1333	1998	FMD	ESCORT	WAGON 4DR LX	61,010	4,897	E1004662	3FAPP15P9WR270991	1010-88481-58411-0000000-PS31	88481 CEDA-BUILDING SVC ADMIN
88481	CEDA-BUILDING SVC ADMIN	3814	1333	1998	FMD	ESCORT	WAGON 4DR LX	85,499	6,198	E1004663	3FAPP15P9WR270991	1010-88481-58411-0000000-PS31	88481 CEDA-BUILDING SVC ADMIN
88481	CEDA-BUILDING SVC ADMIN	3818	1322	1998	FMD	ESCORT	WAGON 4DR LX	30,398	2,907	E1004694	3FAPP15P9WR272202	1010-88481-58411-0000000-PS31	88481 CEDA-BUILDING SVC ADMIN
88481	CEDA-BUILDING SVC ADMIN	3819	1322	1998	FMD	ESCORT	WAGON 4DR LX	18,056	1,566	1004682	3FAPP15P9WR272201	1010-88481-58411-0000000-PS31	88481 CEDA-BUILDING SVC ADMIN
101110	OPD - POLICE PLANNING	1092	1322U	1991	CHV	GEO PRIZM	SEDAN 4D GSI NUMI DONATED DARE	61,589	3,310	E335442	1Y1SL5454M2930418	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	1093	1322U	1991	CHV	GEO PRIZM	SEDAN 4D GSI NUMI DONATED DARE	70,984	3,838	E347759	1Y1SL7458M2930420	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	1094	1322U	1991	CHV	GEO PRIZM	SEDAN 4D LSI NUMI DONATION DARE	87,514	3,849	E335441	1Y1SL5488M2930415	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	1095	1322U	1991	CHV	GEO PRIZM	SEDAN 4D LSI NUMI DONATION DARE	50,321	2,826	E347755	1Y1SK5488M2930418	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	1096	1322U	1991	TOY	COROLLA LE	SEDAN 4DR NUMI DONATED DARE	45,392	2,454	E347753	1NXAE97A0M2930421	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	1097	1322U	1991	TOY	COROLLA LE	SEDAN 4DR NUMI DONATED DARE	65,722	3,563	E347751	1NXAE97A2M2930422	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	1098	1322U	1991	TOY	COROLLA LE	SEDAN 4DR NUMI DONATED DARE	35,087	1,896	1NXAE97A0M2930435	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING	
101110	OPD - POLICE PLANNING	1277	1648U	1993	FMD	ESCORT	WAGON 4DR LX	41,288	2,550	E371633	3FAPP15J4PR118442	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	1682	1338U	1998	FMD	ESCORT	SEDAN 4DR	41,523	3,320	E020406	3FASPI13J1TR114280	1010-101110-58411-0000000-PS01	30541 PWA-EQUIPMENT SERVICES
101110	OPD - POLICE PLANNING	1682	1322	1996	FMD	ESCORT	SEDAN 4DR	43,206	3,302	E020406	3FASPI13J1TR114260	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	3016	1322U	1990	FMD	ESCORT	SEDAN 4DR WAGON POLICE	20,589	1,254	E203738	1FAPP9894LT132656	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	3102	1332U	1991	CHV	CAVALIER	SEDAN 4D WAGON POLICE	52,112	3,276	E290158	1G1JC84G9M7153872	1010-101110-58411-0000000-PS01	30652 PWA - PARK SERVICES
101110	OPD - POLICE PLANNING	3120	1322U	1991	CHV	CAVALIER	SEDAN 4D WAGON POLICE	45,690	4,882	E290172	1G1JC84G9M7155112	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	3121	1322U	1991	CHV	CAVALIER	SEDAN 4D WAGON POLICE	37,888	4,069	E290173	1G1JC84G4M7154489	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	3122	1322U	1991	CHV	CAVALIER	SEDAN 4D WAGON POLICE	65,748	7,044	E290174	1G1JC84G4M7153634	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	3129	1322U	1991	CHV	CAVALIER	SEDAN 4D WAGON POLICE	48,704	5,004	E331951	1G1JC84G9M7214059	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	3130	1322U	1991	CHV	CAVALIER	SEDAN 4D WAGON POLICE	83,828	8,839	E331950	1G1JC84G3M7213917	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING
101110	OPD - POLICE PLANNING	3133	1322U	1991	CHV	CAVALIER	SEDAN 4D WAGON POLICE	44,871	4,808	E331959	1G1JC84G9M7214010	1010-101110-58411-0000000-PS01	101110 OPD - POLICE PLANNING

Identified in the Performance Audit
 Selected by Equipment Services