

ALACHUA COUNTY

FLEET MANAGEMENT



MISSION STATEMENT

Assist our customers in the effective and efficient completion of their missions by providing safe, appropriate, and well maintained fleet vehicles and equipment at a competitive cost with high quality services.

VISION

Be recognized by our customers as improving their efficiency and effectiveness.

Information packet on Fleet vehicles and equipment for the Energy Conservation Strategies Commission.

**How many vehicles/equipment are in Alachua County's Fleet?
 How many miles/hours do they average?
 What type of vehicles / equipment are in the Fleet?**

FY 05/06 SUMMARY OF FLEET

Cars, Utility vehicles, Light Pickup Trucks, Vans-----	220
Medium and Heavy Trucks-----	87
Heavy Equipment-----	53
Trailers-----	77

Total-----	437

Break down of Fleet FY 05/06

TYPE OF VEHICLE OR EQUIPMENT	Total Pieces	Yearly Total Mileage	Yearly Total Hrs	Average Total miles/hours per unit yearly
ALL TERRAIN VEHICLES	5		176	35.20
ANIMAL CONTROL PICKUP UNIT	11	172128		15,648.00
AMBULANCE RESCUE UNIT	19	453537		23,870.37
BRUSH TRUCKS/FIRE/RESCUE	4	3606		901.50
DUMP TRUCK, LARGE	8	144187		18,023.38
DUMP TRUCK, SMALL	1	21478		21,478.00
ELECTRIC TRUCKS	2	700		350.00
FIRE TRUCK TANKER	3	4178		1,392.67
FIRE TRUCK PUMPER	13	83340		6,410.77
GOLF CARTS	3	0		0.00
HEAVY EQUIPMENT	53	22510		424.72
LABOR TRUCK	9	119257		13,250.78
PICKUP TRUCKS	88	994919		11,305.90
PICKUP TRUCK HYBRID	1	1275		1,275.00
PUMPS - EQUIPMENT	9		965	107.22
SEDANS	15	119814		7,987.60
SEDANS - HYBRID	13	121808		9,369.85
SUV- UTILITY	34	280477		8,249.32
SUV - UTILITY HYBRID	13	94846		7,295.85
SEMI - TRUCK	11	521126		47,375.09
SMALL ENGINE EQUIPMENT	290		3304	11.39
STATIONARY GENERATOR	9		23	2.56
SPECIALIZED EQUIPMENT	18	231815		12,878.61
SERVICE TRUCK	2	15740		7,870.00
TRAILERS	77	480194		6,236.29
VANS	41	199837		4,874.07
VANS ANIMAL TRANSPORT	2	0		0.00 **
WATER TANKER	1	1816		1,816.00
TOTAL	755	4,088,588.00	4,468.00	5,415.35

** Received late in the year –no mileage report

**How much fuel was used in FY 05/06?
How is Alachua County's Fleet fueled?**

Fleet Fueling. In FY 05/06 Alachua County Fleet used a total of 482,812 gallons of fuel. The breakdown of which is as follows: 344,943 gallons of diesel and 137,869 gallons of gasoline.

Fueling the fleet is accomplished by utilizing several different methods. Fleet operates and maintains two (2) bulk storage fuel stations. The main bulk storage fuel station is located in the Public Works compound in Hague. At this site there are 8,000 gallons of diesel and 6,000 gallons of gas stored in above ground, double walled tanks, with 2 diesel and 2 gas fueling points. The other bulk storage tank is a 5,000 gallon diesel only tank, which is also an above ground, double walled tank. It has a single dispenser and is located in the Leveda Brown Environmental Park, and primarily serves the Transfer Station operations. Both of these bulk sites are linked to the Fleet Management office by a TRAK Automated Fuel System.

Alachua County Fleet can also fuel up at several retail fuel stations owned and operated by Lewis Oil of Gainesville that are located throughout the county, which utilizes a fuel card system. These retail outlets are located as follows:

Gainesville Bulk Plant
621 SE Depot Avenue
Gainesville, Fl.

Waldo Road Site
2018 NE 27th Off Waldo Rd behind Sonny's
Gainesville, Fl.

Williston Road Chevron
3450 Williston Road
Gainesville, Fl.

Oaks Mall Chevron
6815 Newberry Road
Gainesville, Fl.

Alachua Chevron
13725 Milk Blvd – US 441
Alachua Fl.

This retail service, and bulk fuel sales are purchased on bid. Fleet also has a fuel/lubrication service truck which delivers fuel on site, to fire stations and rescue units as needed and heavy equipment out on the road. This fuel truck also provides support to emergency operations as needed (i.e. brush fires, hurricane response, flooding, etc).



Fleet fuel and lubrication service truck.



Fleet fuel facility at the
Public Works Compound in Hague



Fleet fuel facility at the Transfer Station in the
Leveda Brown Environmental Park

What are some of the programs that are currently in use at Fleet Management that conserve resources?

Bio-diesel. Bio-diesel is a renewable fuel which is a direct replacement for petroleum diesel, and can be blended with petroleum diesel in differing percentages. Fleet currently utilizes a B20 blend (20% bio-diesel, 80% diesel) in all its bulk fuel stations, which has demonstrated significant environmental benefits with a minimum increase in cost. This conserves petroleum diesel and has much lower emissions. To further reduce emissions, the petroleum diesel fuel that we blend bio-diesel with is Ultra Low Sulfur Diesel.

Hybrid Vehicles. Alachua County has 13 Toyota Prius Hybrids averaging 43 miles per gallon and 13 Ford Escape Hybrids averaging 27 miles per gallon (City/Hwy. combined). We also have 2 (two) electric work trucks, which belong to Facilities Management, used for maintenance on county facilities which are all located within a 2 or 3 block radius. These electric trucks replaced conventional gas work vans, which had terrible fuel mileage due to the stop and go driving and short trips. The Prius Hybrids are used for county employees who just need transportation around the county. The Ford Escapes SUV's are for personnel who need to carry tools, equipment, plans, etc. and perform work off the road as well as on the road.

Vehicle Rightsizing. As vehicles/equipment are purchased, Fleet Management conducts a needs analysis to determine the correct size vehicle or equipment needed to perform the intended job. Fleet Management also looks at fuel consumption, emissions, lifecycle costs, and standardization to ensure the most efficient vehicle or equipment is purchased.

Vehicle Replacement Schedule. Vehicles and equipment are scheduled for replacement according to their projected useful life in years and miles. This insures that they are replaced at the end of their useful life, to minimize ownership costs.

Vehicle Maintenance Schedules. Vehicle maintenance schedules are frequently analyzed to maximize the life of vehicles and equipment, and to keep them operating efficiently. Performing maintenance too soon or too late is a waste of resources and money.

Remanufactured/Recycled Parts. Whenever possible, remanufactured parts are used instead of new parts. This results in cost savings and conserves resources that would be used in the manufacture of the new parts. Also, recycled parts (salvage yard) are used if possible; for example, accident damage, trim parts, etc.

Recycling/Reusing in the Shop. All oils, fluids, and antifreeze are stored and recycled or reused via waste oil companies. Used batteries are recycled, as well as all metal. All Freon is captured and recycled. We also have a self contained wash rack where there is zero discharge of greases or oils into the environment. It uses a closed loop system that cleans and recycles the water that is used to wash with. A mobile floor scrubber is used to clean the shop floors, and the dirty water is cleaned and reused. Absorbents used to clean up spills are reused many times before being drummed up and sent to our waste handlers. The cardboard boxes our parts are packaged in are recycled.

How is Fleet Management customer Service Teams Organized? How are the maintenance and repairs completed so efficiently and effective?

Fleet Management. One of the greatest strengths of Fleet Management is the employees. They are experienced, knowledgeable, and are highly motivated. The average years of service of the employees in Alachua County Fleet Management is 11.68 years. We have 18 full time positions working in self directed work teams. All of the fleet repairs and maintenance are performed by 3 teams consisting of a team leader and 2 technicians. Each group has multiple customers, and work is divided by work load not number of customers. The team leader prioritizes work and responds to customers needs, and directs the work of the team. The technicians rotate teams every 2 months to other teams and the team leaders rotate yearly. This keeps everyone highly trained and proficient on all of the fleet vehicles and equipment.

With this efficient and unique way of organizing Fleet's work flow we are able to take on some external customers. The self directed work teams take a very personal interest in their customers, and the fleet assigned to them.

The administrative duties of Fleet Management are performed by a team of 4 employees. Some examples are: billing, fuel inventory, parts inventory, work orders, accounting, budget, vehicle replacement funds, tags and titles, etc.

The fleet support team is comprised of 2 technicians. One is a fleet technician assigned to small engine repairs. Some examples are: chain saws, push mowers, weed eaters, etc. And, one fleet technician is assigned to the fuel and lubrication truck performing fuel delivery, on site maintenance of heavy equipment, and minor repairs.

These self directed work teams interact and work together to provide our customers with excellent fleet services. Fleet employees are a "working" model in employee empowerment and teamwork.



Jim Keil making repairs to pickup



Chris Beville diagnosing leak on fire truck



Mike Amos repairing a gauge on a mowing tractor



Jim Milton repairing air compressor on the Sign Shop truck

What Certifications do the technicians at Alachua County Fleet management currently hold?

Certification. Alachua County Fleet Management is an ASE (Automotive Service Excellence) Blue Seal of Excellence repair facility. This is an award for repair shops that have at least 75% of the technicians ASE certified. Fleet also has technicians certified by EVT (Emergency Vehicle Technicians) in several different areas. ASE and EVT are both internationally accredited in the certification of technicians. Fleet Technicians currently hold 172 ASE Certifications and 7 EVT Certifications.



Alachua County Fleet Management Blue Seal of Excellence Certification

What customers does Fleet provide services to besides Alachua County?

External Customers. Fleet Management also provides services to Constitutional Officers, other outside government agencies and municipalities on an “as requested basis”. The following is a list of our external customers.

Customer List

- Alachua County Health Department
- City of Alachua
- Chiefland Fire Department
- Alachua County Clerk of Courts
- Cross Creek Fire Department
- Fanning Springs Fire Department
- Gainesville Airport
- Gilchrist County Fire Department
- Hawthorne Fire Department
- Town of Micanopy
- Newberry Fire Department
- Putnam County Fire Department
- State Attorney
- Alachua County Supervisor of Elections
- University of Florida
- Waldo Fire Department
- Windsor Fire Department
- Alachua County Property Appraiser

This revenue stream helps to keep our hourly shop labor rate down by spreading out costs over a larger customer base. Fleet has no contracts or formal agreements with our outside customers, instead we rely on good customer service, reasonable labor rate, and high quality repairs to attract external customers. This additional work doesn't interfere with Fleet's ability to provide services to our first priority, Alachua County.



University of Florida Waste Collection
Truck in for maintenance



Pump testing a fire truck for Chiefland