

MVAC Minutes February 12, 2014

The meeting was held on February 12, 2014 at the Division of Wildlife, Big Horn Conference Room. Ron Clatterbuck started the meeting at 9:05 a.m.

In Attendance:

Barb Garcia – DOHE Metro
John Kreitner – CDOT
Roy Smith – CDOT
Aeron Beck – CDOT
Shawn Hermsillo – DONR CPW
Steve Cordova – CDOT
Markie Davis – DPA RISK
Alex Hernandez – CDOT
Kelley Waite – DOHS
Jason Turner – DPA SORM
Doug Herr – DOHS
Herman Cata – DOR Lottery
Brenda Dahley – DOR Lottery
John Flores – DOR Lottery
Bill Ware – DPA Fleet
Bob Giovanni – DPA Fleet
Ron Clatterbuck – DPA Fleet
Claudia Stevens – DPA Fleet
Ken Martin – CAR TOYS Guest
Jeff McGinnity – CAR TOYS Guest

On Teleconference:

Ken Price – DOR Lottery
Joleen Cabrera – DONR Land Board
Roni Hunter – DOR Gaming
Brianna Beasely – DONR Water Res
Steve Akers – DOLE
Raquel Valdez – DOH
Julia Rodriguez – DOH
Michael Stadler – DOHE UNC
Tim Guidry – DOC
Teresa Tafoya – CDOT

Introductions were made around the room.

Car Toys Presentation on Products and Services

Car Toys had been in business for twenty years. They can provide “Fleet Solutions” for vehicles. Their goal is to provide safety, security, productivity, and greening for fleets. For example: Fleet Tracking and Management, Fuel Economizer Technology, Laptop Mounts, Portable & In-Dash Navigation, Security & Remote Start, Driver Safety & Collision Avoidance (backup cameras), Mobile DVR, Bluetooth, Wireless & Connectivity, Enviro-Friendly Auto Detailing, Vinyl Seat Covers & Heated Seats. They only use their own MECP certified installers, no subcontracting. They do provide onsite (mobile) service. They have 20 stores in the Denver Metro area. There is a new service from SCT Fleet Solutions where you can program speed and idling controls to save fuel. If anyone is interested please call Ken Martin at 719-201-8685 kmartin@cartoys.com.

2014 New Vehicle Registration forms, Final Order Sheets, Compressed Natural Gas (CNG) Consumption by Dept, State Fleet Management (SFM) Website Review, Updated fuel site list.

Terry Sisneros will be sending out the 2014 New Vehicle Registration forms. On these forms she will need the fixed and variable billing codes, the physical address where the vehicle will be stationed, and the utilization code. Terry will also be sending the Final Order Sheets, please review the final order sheets for accuracy. This will be the last opportunity to make any corrections and change orders. Please return both forms to Terry as soon as possible.

Ron presented a worksheet showing the CNG consumption by department. He was able to show the CNG gallons consumed as well as the percentage of CNG fuel consumed based on total gallons of fuel used. There has been a steady increase of CNG consumption since last summer, but we have a long way to go before we reach acceptable levels. Please advise drivers to use CNG whenever practicable. If you would like to review this data for your department see attachment, or contact Ron Clatterbuck at 303-866-5416 ron.clatterbuck@state.co.us.

The Colorado Energy Office is managing the \$30 million CMAQ grant program where most of the funds will be for the addition of CNG infrastructure and the purchase of CNG vehicles. The Department of Natural Resources (DONR) Land Board as well as Colorado Department of Transportation (CDOT) has land available that could be donated for the installation of new CNG fueling stations.

Ron reviewed the new SFM web pages for everyone, demonstrating how to navigate through the different menus and areas of interest. There is a CNG Vehicle Feedback form in the “CNG Vehicle/Greening” section. SFM would like feedback on CNG vehicles whether it’s positive or negative so we can learn more about potential problems and concerns.

The Clean Energy fuel cards that we sent out with the new CNG vehicles were not able to capture a pin/id number or mileage. Clean Energy is now able to capture that data but we had to change to new cards from Clean Energy. SFM will be sending out new cards for each of the CNG vehicles. These cards will prompt for a pin/id number and mileage. The new PIN/ID is the first 5 digits of the current WEX pin. Please distribute these cards to the vehicles promptly. The original cards will work until March 1, 2014.

Update from Risk Management on MVR Samba Pilot & Solicitation, Driver Training Schedules.

Markie Davis from RISK introduced Jason Turner who is a new Loss Control Specialist at RISK Management.

There were only about 700 participants in the Samba Trial; however, RISK still feels it was a good trial. RISK is still working with the Attorney General on the privacy clarification issues. RISK also looked into the system that is used at DIA. DIA gets a nightly feed from the Department of Revenue (DOR) so the data is more current. Also the State would be able to set their own criteria to green, yellow, and red to describe the data they receive from DOR.

Defensive driving classes will start up again in March 2014 in the Denver area. Risk will send out a schedule of new dates.

Maintenance updates from SFM Call Center, Current Recalls.

There were 139 vehicles on the overdue maintenance list. This is a bit of an increase as we should be around 110 vehicles. When agencies hire new drivers be sure to have them read the "Vehicle Operators Manual" that is in every state vehicle so they are familiar with getting vehicles repaired, how to complete accident reports, and who to call for whatever issue they are trying to resolve.

There is a Jeep Liberty recall coming out, SFM will notify those folks who are driving vehicles that are affected. Five Ford Fusions were recalled for electrical problems. Keep in mind recalls are VIN # specific so you will always be notified if it is one of your department's vehicles.

MVAC Minutes March 12, 2014

The meeting was held on March 12, 2014 at the Division of Wildlife, Big Horn Conference Room. Ron Clatterbuck started the meeting at 9:07 a.m.

In Attendance:

John Kreitner – CDOT

Dennis Padilla – CSP
Shawn Hermosillo – CPW
Olen Teague – GOIT
Aeron Beck – CDOT
Sunny Bradford – RISK
Markie Davis – RISK
Kelley Waite – DOHS
Alex Hernandez – CDOT
Herman Cata – DOR Lottery
Ken Price – DOR Lottery
Michael Stadler – DOHE UNC
Ron Clatterbuck – SFM
Bob Giovanni – SFM
Claudia Stevens – SFM
Aaron Traywick – Zero RPM

On Teleconference:

Brenda Dahley – DOR Lottery
Brianna Beasley – DONR Water Res
Eric Surface – DOHE PPCC
Tim Guidry – DOC
Raquel Valdez – DOH
Candace Padilla – CBI
Art Hale - SFM

Introductions were made around the room.

ZeroRPM Presentation on their Products and Services that Reduce Vehicle Idling.

According to ZeroRPM, Idle Mitigation System will eliminate most, if not all, idling. The Idle Mitigation System powers the vehicle, provides cold air out of the factory vents in A/C Mode and warm air out of the factory vents in Heat Mode. The GRIP controller automatically stops the engine when idle time reaches one minute and restarts the engine based on voltage and current. The system also uses the engines A/C and heat as a backup. The ZeroRPM Idle Mitigation System makes the vehicle operate as if it were running, except the engine is off. It automatically manages the vehicle so the user does not have to be concerned with Idle Mitigation or fuel usage. The benefits: Conserve Fuel, Reduce Operating Costs, Protect the Environment, Improve Operator Safety and Comfort. If you are interested contact Aaron Traywick at 334-318-6151 or traywickaaron@gmail.com

SFM Operational Updates – Ron Clatterbuck

2014 Projected Miles by Dept

Ron presented the spreadsheet showing miles by department from 2012 to the 2014 projected miles. Many of the departments have had a steady increase of miles which demonstrates a sign of the economy coming back. Some of the departments showed a decrease of miles; however, with the addition of new vehicles coming up those departments may increase their miles. With the miles increasing or decreasing this may be the time to review the utilization codes on vehicles to be sure they are in line with the mileage. With the increase of miles the departments may need to up their operating dollars to take care of the increases.

Removal of Law Enforcement Equipment

Now that new vehicles are being delivered, State Fleet Management (SFM) will be receiving turn-ins. The vehicles coordinators must pass on the "Vehicle Turn in Requirements" to the drivers when they are advised to turn in their vehicle. Please keep in mind that the removal of Law Enforcement equipment must be done before turning in a vehicle. The CSP garage can decommission these vehicles for turn in. All new vehicles get a 4 year exemption on emission testing. This means that all 2010 vehicles are now coming due to get emission tests if they are in the enhanced emission area. If that vehicle is a turn in it will need an emission test. Please see the attachment for all of the "Vehicle Turn in Requirements".

Pending CNG Orders

Department of Transportation (DOT) and Department of Natural Resources (DONR) have the majority of pending new CNG vehicles orders. These departments are still trying to resolve some problems in regards to these orders. This has been escalated to a higher level for resolution. At press time, all CNG vehicle orders have been resolved and total number ordered for FY14 is (153) vehicles.

Colorado State Patrol (CSP) Purchases Hybrids

CSP is purchasing 30 Ford Fusion Hybrids for law enforcement in FY14. These vehicles get 40+ mpg as compared to the Dodge Charger which get approximately 16 mpg. CSP is anticipating a substantial cost savings in fuel as a result of these acquisitions.

Greening State Government (GSG) Rebates

Art Hale read off the GSG rebates by department for quarter 1 & 2 of FY14. These rebates are sent to department accountants/controllers for distribution.

Compressed Natural Gas (CNG) Consumption by Dept

Ron went over the CNG fuel consumption by department. The total gallons of CNG used for February was 1280 gallons. The January total was 1085 gallons, and the December total was 1311 gallons. The fleet is steadily using more CNG. The use of CNG fuel whenever practicable is the law of Senate Bill 13-070.

Update from RISK Management on Attorney General's (AG) opinion on "Driver's Privacy Protections Act" & how it relates to Motor Vehicle Record (MVR) checks at the State. Driver Training Schedules.

The MVR checks have received too much resistance from drivers to move forward on the original plan. At this point we need a legal opinion/clarification of the "Drivers Privacy Protections Act" from the AG's office. RISK is hoping to get this clarification in approx 1 month.

There are no driver training classes currently scheduled. Let Sunny Bradford know if your group is interested in attending a class. sunny.bradford@state.co.us

Greening State Government Updates

The Energy Office is hiring professional facilitators to roll out more of the greening initiatives. There may be CMAC grant money for CNG infrastructure. There may also be grants available for "slow fill CNG" to be installed at some State facilities such as DOHS Ft Logan, GEM garages, DOC at Canon. These possible state facilities have to have enough volume, which may be an opportunity to partner with a city or county. Let Art Hale know if you are interested in applying for grants. art.hale@state.co.us

Maintenance Updates from SFM Call Center, Current Recalls. Tech Service Bulletins (TSB's).

Ford will not cover after market trailer brake controller connecting to the Econoline E350's. When ordering a new Ford E350 Econoline order with the OEM trailer brake controller so this won't be a problem.

MVAC Minutes May 14, 2014

The meeting was held on May 14, 2014 at the Division of Wildlife, Big Horn Conference Room. Ron Clatterbuck started the meeting at 9:05a.m.

In Attendance:

Thomas Currington – DOHE UNC
Michael Stadler – DOHE UNC
Candace Padilla – CBI
Roy Smith - CDOT
Dennis Padilla – CSP
Rick Lucero –DOC
Olen Teague – GOIT
Alex Hernandez – CDOT
Allison Stanton – CDOT
Herman Cata – DOR LOTTERY
John Flores – DOR LOTTERY
Tavis Hanna – DOHS
Doug Herr – DOHS
Shawn Hermosillo – CPW
John Kreitner – CDOT
Markie Davis – DPA RISK
Ron Clatterbuck – SFM
Claudia Stevens – SFM
Bob Giovanni - SFM

On Teleconference:

Brenda Dahley – DOR LOTTERY
Ken Price – DOR LOTTERY
Roni Hunter – DOR GAMING
Brianna Beasley – DONR WATER RES
Ron Olson – DOMA
Raquel Valdez – DOH
Eric Surface – DOHE PPCC
Tim Guidry - DOC

Introductions were made around the room.

FY15 JBC Approved Replacement List

As you know State Fleet Management (SFM) recommended that (777) vehicles should be replaced in FY15 to the Joint Budget Committee (JBC) last fall. The JBC recently approved (684) vehicles for replacement in FY15. Ron broke down the 684 approved vehicles per department at the meeting. The number of CNG vehicles targeted for purchase in FY15 is currently at (250) vehicles. There are agencies that also received approval for additional vehicles in FY15. If the Fleet Coordinator's at each agency could touch base with your budget folks to inquire if any additional vehicles were approved for your departments that would be great. Once confirmed, it will be much easier to ensure they are included during the ordering process this fall. See attachment for the Final FY15 JBC Replacement list, no action is needed at this time.

FY15 Proposed Variable Rates Motor Pool Rates

The “proposed” FY15 Variable Rates by Department was presented at the meeting, and at this time the overall average increase is currently at 0.3% over the FY14 rates. Keep in mind rates are determined by the actual maintenance that was performed in the previous 12 months for each department, so some agencies will experience an increase while others will have a decrease. Ron went over the percentage of increase or decrease per department as well as covering the net difference in funding needed by department. See attachment for the “proposed” variable rates, which are subject to change depending on the volatility of the price of fuel.

Management Fee

The management fee will remain the same at \$22.00 per vehicle per month, with the exception of Wildlife vehicles. The Wildlife management fee will increase to \$38.00 per month per vehicle.

Motor Pool Rates

Motor Pool rates will increase from \$50.00 to \$52.00 per rental of a sedan, 65.00 to \$70.00 on minivans, and \$68.00 to \$72.00 on SUVs.

Update from RISK Management on Attorney General’s (AG) legal opinion on “Driver’s Privacy Protection Act” & how it relates to Motor Vehicle Review (MVR) checks at the State.

RISK is still working on the legal opinion on the “Driver’s Privacy Protection Act”. It seems like the push back on this has come from the employment side of the house. RISK is also working with the new director at Human Resources to address some of these issues. There was an interesting article in a fleet publication recently about a New Mexico state driver that was at fault in an accident which involved fatalities, and the driver had an expired driver’s license. This is a perfect example of why we need to be proactive on MVR checks.

Maintenance update from SFM Call Center.

Two new vendors:

GMS Autoglass 800-540-0467 They only use original equipment (OE) glass. Denver metro only.

Les Schwab Tire Centers – They currently have 8 stores but plan to expand to 12 to 16 stores. They can do everything but oil changes.

Keep in mind that the new Dodge Durango's are all wheel drive and not off road 4WD.

SFM can still get backup alarms or cameras and have them installed before delivery of a new vehicle.

MVAC Minutes June 11, 2014

The meeting was held on June 11, 2014 at the Division of Wildlife, Big Horn Conference Room. Ron Clatterbuck started the meeting at 9:07a.m.

In Attendance:

Olen Teague – GOIT
Eric Surface – DOHE PPCC
Thomas Currington – DOHE UNC
Barb Garcia – DOHE Metro
Dennis Padilla – CSP
Michael Stadler – DOHE UNC
Ken Price – DOR Lottery
Herman Cata – DOR Lottery
Carol Hoisington – CDOT
Markie Davis – DPA RISK
John Kreitner – CDOT
Sunny Bradford – DPA RISK
John Wieneke – Spradley Ford
Kris Kielty – Ward Energy

On Teleconference:

Brenda Dailey – DOR Lottery
Brianna Beasley – DONR Water Res
Rob Dawson – DOR Emissions
Teresa Tafoya – CDOT
Tim Guidry – DOC
Raquel Valdez – DOH

Carol Filey - DOAG

Introductions were made around the room.

FY15 JBC Approved Replacement List

As you know the Joint Budget Committee (JBC) recently approved 684 vehicles for replacement in FY15. Ron went over the list so the agencies would know where to find the Fixed Rates for budgeting purposes.

FY16 “Suspect” Replacement List, Review Procedures for Agency Input, FY16 Additional vehicles via Decision Items or Supplemental’s

The FY16 Suspect Replacement list has 2081 vehicles on it. Ron went over the list per department. After State Fleet Management (SFM) narrows down the list to approximately 800, Ron will distribute it to the agencies for review. Please return the list by July 2, 2014. You must consider choosing the vehicles with the highest mileage, highest cost, and oldest age. Also identify the attachments on these vehicles such as: toppers, winches, and law enforcement equipment.

FY15 Proposed Variable Rates, Management Fees

SFM does not expect any changes to the proposed Variable or Management Fee. These rates should be finalized approximately at the end of June.

Misc Info

SFM has been asked about the use of Vapor or E cigarettes in Fleet vehicles. The “Vehicle Operator’s Manual” states “Smoking is not allowed in State vehicles.” RISK has interpreted this to include vapor or e cigarettes.

When turning in vehicles remember to remove all decals. If the vehicle is in the enhanced emission area, please get an emission test if the test is over 9 months old. Bring the original Vehicle Inspection Report when turning the vehicle in.

RISK Management Driver Training Schedules, Safety Expo

The Safety Expo is scheduled for Wednesday September 24, 2014 at the Summit Event Center located at 411 Sable, Aurora. The theme this year is “Safety is a Personal Choice.” There will be 3 sessions and 2 keynote speakers. The DPA DHR website has more information including how to sign up.

Defensive Driving classes have trained 2000 state drivers to date. Non-state drivers are requesting to participate also. RISK’s main focus is to train the state drivers but they do not want to discourage the non-state drivers. They are working on a plan that may include non-state drivers as well as incentives for state drivers.

Guest Speakers

John Wieneke from Spradley Barr Ford in Greeley and Kris Kielty from Ward Energy came to speak about the Compressed Natural Gas (CNG) vehicles. Spradley Barr Ford is completely equipped to take care of all the needs on CNG vehicles. John has been hearing that some of the other Ford dealers are not wanting to work on the Ford CNG vehicles, even if the problem has nothing to do with CNG. Spradley Barr Ford in Greeley is here to support the state in CNG if anyone has questions or concerns. Kris Kielty works for Ward Energy who took over Fuel Tech. Ward Energy is in the process of planning the opening of 4 to 6 new CNG fueling stations in Colorado. The proposed sights they are negotiating on could be at Loveland, Ft Collins, Gilcrest, and Colo Spgs. Some CNG tips from John and Kris: the CNG system in the vehicles need to inspected every three years, CNG fuel filter needs to changed every 10K miles, run at least 1 tank of unleaded gasoline per month in the CNG/Hybrid vehicles.