

City of High Point

Fleet Services Department





Agenda

- Introduction
- Mission / Vision
- Background
- Customers
- Facility / Hours
- Staff
- Fleet Overview
- Services / Service Procedure
- Fuel
- Fleet Management
- Auction
- Safety
- Future Needs



What is Fleet Services?

The Fleet Services Department provides equipment acquisition, maintenance, fuel, and equipment disposal to support the entire city.

Our Department manages the equipment operations and equipment replacement funds, coordinates fleet acquisitions, repairs to equipment, coordinates outside vendor services and disposal of equipment.



Mission Statement

To provide our customers with the highest quality fleet management services at the lowest possible cost.

We strive to service the equipment in the most cost-effective manner possible through high productivity of our personnel and sound professional decisions in the management of the fleet.

We are proud of our organization and the services that we provide through hard work, professionalism, and the positive image our people present.

Vision Statement

*"Creating the single most livable, safe
and prosperous community in
America"*



Background

- Internal service fund
- Revenue is generated from our internal customers who use and operate the equipment owned by Fleet Services through a rental program
- Each department has monthly rental payments which include maintenance and repair costs, insurance, and replacement of the equipment
- Allows departments to budget a fixed amount for vehicles and equipment

Customers

- Police Department
- Environmental Services
- Landfill / Ingleside
- Material Recycling Facility
- Water & Sewer
- Streets
- Parks & Recreation
- Transportation-Signs Signals
- Storm Water
- Engineering & Inspections
- Planning
- Housing & Community Development
- Electric

Facility and Hours

- Fleet Services located at 3524 Triangle Lake Road
- Operate from 7:00 am until 4:00 pm five days a week
- 24/7 for emergencies, inclement weather, natural disasters, etc.
- Provide mobile emergency service, fuel, and tire repairs



Facility



18 Work Bays



Facility



Full Police Equipment
Installation

Off Road / Construction



Facility



Complete Tire
Inventory

Tire Shop / Nitrogen



Staff

The Equipment Services Division consist of 19 employees

- 1 - Manager
- 1 - Shop Supervisor
- 4 - Lead Technicians
- 9 - Technicians
- 1 - Parts Manager
- 2 - Parts Technicians
- 1 - Administrative



Fleet Overview

There are over 900+ pieces of equipment maintained through Fleet Services



Services

Our Department provides numerous types of preventive maintenance programs directed toward various vehicle & equipment PM requirements.

PM Type	Description	Schedule
PM-A	Vehicle Oil Change & Lubrication	4,000 Miles or 250 Hours
PM-B	Off Road Service	1000 Hours
PM-C	Complete Vehicle or Equipment Inspection	30,000 Miles, 2000 Hrs on off-road or Annually
PM-E	Arial Truck Dielectric Testing	Annually
PM-L	Vehicle or Equipment Lubrication	2,000 Miles
PM-S	Complete Snow Removal Equipment Inspection	Annually
PM-W	Vehicle or Equipment Winterization Inspection	Annually
PM-X	North Carolina Safety & Emission Inspection	Annually

Services

Fleet Services currently utilizes the following types of complete or limited outsources:

Full Outsourcing

- Paint and body work
- Towing
- Glass replacement
- Upholstery work

Limited Outsourcing

- Peak work loads
- Tire service
- Mufflers and exhaust
- Welding

Service Procedure

Employees can fill out a service envelopes and place it in the drop box. Text updates on status. Call box option!



Fuel

Fleet Services operates and maintains a fuel system consisting of (2) fully automated fuel sites.

Over 900,000 gallons are dispensed annually to the city fleet vehicles and equipment

Gallons	Type
400,000	Unleaded
500,000	Diesel
900,000	Total

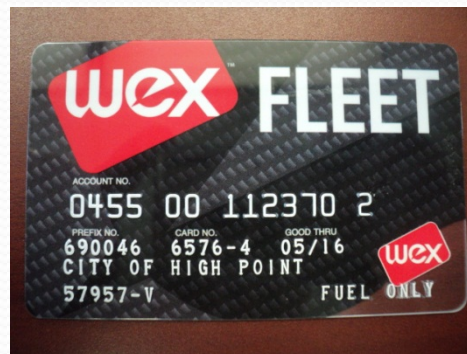
Fuel



3524 Triangle Lake Road



816 West Green Drive



Fleet Management

July

- We begin placing orders and bring items \$90,000+ to Council for approval to purchase
- Lead time, end of model year discounts

Fall / Winter

- We analyze our fleet program
- Review maintenance history
- Replacement factors: Age, mileage, maintenance costs, useful life

Utilization

- Look at annual usage
- Purchase new or used
- Reassignments
- Rental opportunities



Fleet Management

In January, we meet with departments to discuss their needs

Equip	Department	Description	Year	Cost	Replace Year	Cycle Years	Replace Value	2015 FY16	2016 FY17	2017 FY18	2018 FY19	2019 FY20	2020 FY21	2021 FY22	2022 FY23	2023 FY24
2200	101121-City Attorney	Chevrolet Impala	2011	\$13,870	2019	8	\$20,000	-	-	-	-	23,780	-	-	-	-
775	101212-Health/Safety	Chevrolet Impala-Gray	2008	\$15,900	2016	8	\$20,000	-	22,080	-	-	-	-	-	-	-
776	101212-Health/Safety	Chevrolet Impala	2012	\$15,942	2020	8	\$20,000	-	-	-	-	-	24,360	-	-	-
531	101231-Engineering	Ford F150 Pickup	2008	\$12,638	2018	10	\$22,500	-	-	-	26,100	-	-	-	-	-
532	101231-Engineering	Ford F150 Pickup	2008	\$12,638	2018	10	\$22,500	-	-	-	26,100	-	-	-	-	-
537	101231-Engineering	Ford F150 Pickup	2008	\$12,638	2018	10	\$22,500	-	-	-	26,100	-	-	-	-	-
538	101231-Engineering	Ford Escape	2013	\$19,990	2021	8	\$26,500	-	-	-	-	-	-	34,742	-	-
497	101241-Info Systems	Dodge Minivan	2006	\$15,980	2016	8	\$22,000	-	24,288	-	-	-	-	-	-	-
499	101241-Info Systems	Ford Escape 2WD	2008	\$14,168	2018	10	\$26,500	-	-	-	30,740	-	-	-	-	-
69	101261-Maint Ops	Chevrolet C1500	2005	\$12,016	2016		\$22,500	-	24,840	-	-	-	-	-	-	-
850	101261-Maint Ops	Chevrolet Silverado Pickup	2003	\$18,730	2016		\$22,500	-	24,840	-	-	-	-	-	-	-
852	101261-Maint Ops	Ford Escape SE 4x4	2016	\$24,597	2024	8	\$26,500	-	-	-	-	-	-	-	-	-
209	101311-Police Chief	Dodge Charger-Unmarked	2012	\$25,000	2020	8	\$25,000	-	-	-	-	-	30,450	-	-	-

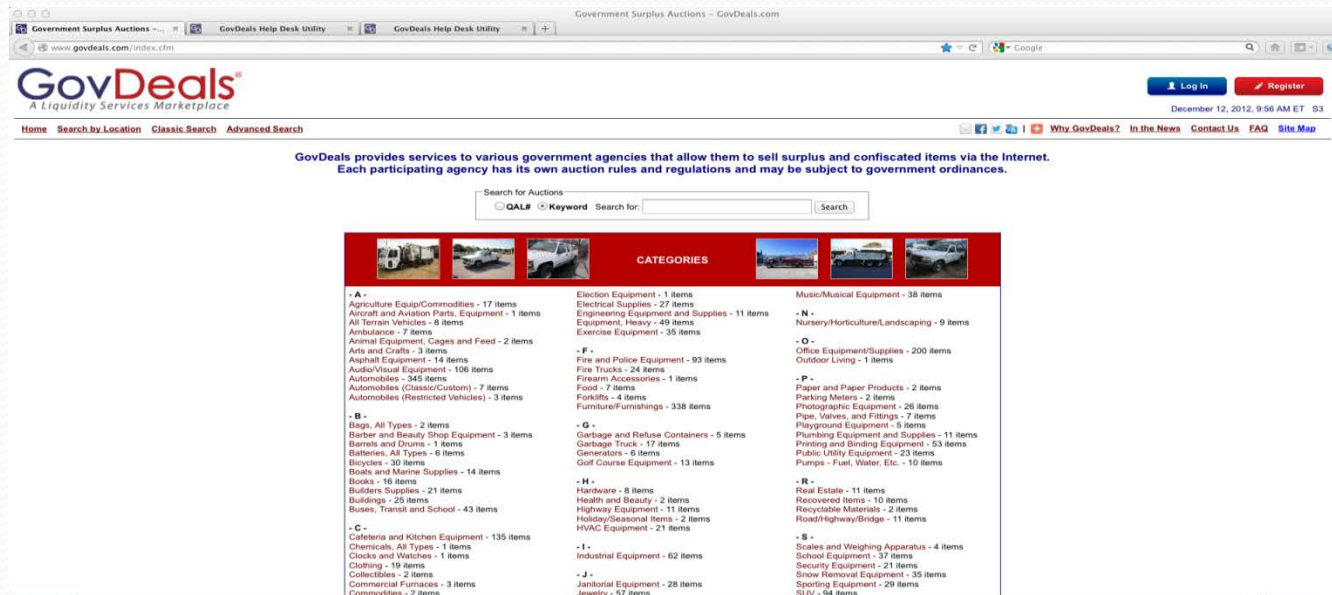
Fleet Management

Spring

- Being preparing vehicle and equipment specifications
- Standardization benefits, cost savings
- Contact potential vendors and suppliers
- Schedule equipment demonstrations
- Contact manufacturers for end of year programs
- Look for state and national contract opportunities
- Process starts over

Auction

- Surplus equipment sold through online auction
- Generates \$450,000 - \$500,000 annually
- \$3.7 million since 2008



Auction

- Cars, trucks, equipment



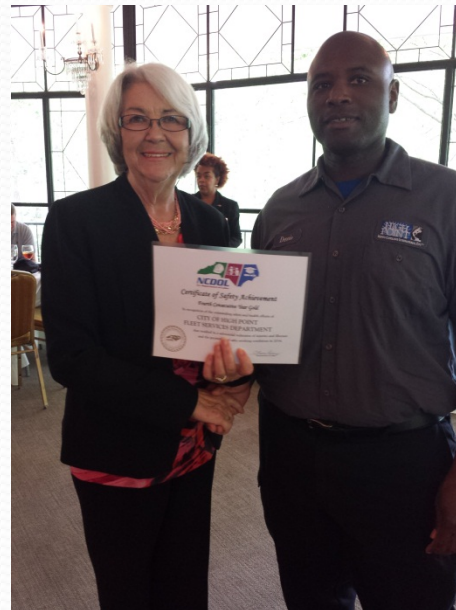
Auction

- Surplus Items



Safety

- Recognized by the NC Department of Labor for Safety and Health efforts that resulted in the reduction of injuries and promotion of safer working conditions



Additional Work Space



Fuel Site – Triangle Lake Road



Carwash – Triangle Lake Road



Questions?

Fleet Services Department

