



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(Revised: 8/18/11)

## Board Clerk Use Only

Meeting Date: 11/6/2012  
Agenda Item #: B-1  
Est. Start Time: 10 a.m.  
Date Submitted: 10/23/2012

**Agenda Title:** Informational Board Briefing on Fleet Maintenance Pilot Project with the City of Portland

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

**Requested Meeting Date:** November 6<sup>th</sup>, 2012 **Time Needed:** 20 minutes  
**Department:** County Assets **Division:**  
**Contact(s):** Korrie Hicks  
**Phone:** 503-502-9067 **Ext.:** **I/O Address:** 503/4  
**Presenter Name(s) & Title(s):** Sherry Swackhamer, invited others

## General Information

### 1. What action are you requesting from the Board?

Hear an informational briefing on the upcoming Fleet Maintenance pilot project with the City of Portland's fleet maintenance organization, *CityFleet*.

### 2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

Beginning in January, 2013, the County and the City of Portland will undertake a 6-month joint pilot project in which the City's fleet organization, CityFleet, will provide maintenance services and fueling for 278 County vehicles, currently serviced by the County at the Blanchard Building. The purpose of the pilot project is to determine the feasibility of contracting with the City for these services on an ongoing basis.

Services provided by CityFleet during the pilot project may include vehicle maintenance and repair, parts procurement, welding, machining, metal fabrication, specification engineering, custom outfitting, fleet analysis, and fueling. The vehicles' preventative maintenance schedules will be managed by CityFleet, which will provide a monthly report of upcoming vehicles due for preventative maintenance. The County Fleet Manager will work as the liason between the City and County, notifying the program managers of the specific vehicles due for service. The program managers will contact CityFleet to schedule service.

The City uses technology to report on vehicle mileage and condition. Under this pilot project each County vehicle will be equipped with a small receiver (on board computer) that will pull data from the vehicle and transmit it over wireless communications to CityFleet's data system. Installation of these receivers will also provide the County pilot vehicles with the ability to fuel at any City-owned fueling site. The reporting provided by the City will allow

the County to analyze vehicle utilization, cost to maintain vehicles, and condition of the vehicles. The results of the pilot project will provide data and information the county can use to improve overall efficiencies of the County's fleet operations and determine whether a long term relationship with the City is appropriate for the County.

**3. Explain the fiscal impact (current year and ongoing).**

The pilot is expected to be cost-neutral in the current fiscal year, and because it is a pilot program, there will be no ongoing fiscal impact. Should the City and the County wish to pursue this joint venture further, DCA-Fleet will return to the Board with more information on which to base a decision.

**4. Explain any legal and/or policy issues involved.**

This Pilot Agreement is effective January 1, 2013 and will expire June 30, 2013. The County has expressly assured the City that no County employees will lose their jobs with the County in relation to the City performing work under this Agreement.

**5. Explain any citizen and/or other government participation that has or will take place.**

The City of Portland will be our government partner in this project through a formal IGA.

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**Required Signature**

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Elected Official  
or Department/  
Agency Director:

  
\_\_\_\_\_  
Sherry Swackhamer

Date: 10-23-12