

CITY OF INGLEWOOD



Interdepartmental Memorandum

DATE: March 31, 2007

TO: Jerry Givens, Assistant City Administrator/Operations

THROUGH: Katie Howe, Administrative Analyst

FROM: Rick D. Longobart, Fleet Management and Transit Services Superintendent

SUBJECT: QUARTERLY MANAGEMENT REPORT

The following is a highlight of the Department's accomplishments/benchmarks for the 1st Quarter 2007:

Major and Significant Accomplishments:

On Board GPS: Fleet Management has installed on-board Global Positioning System (GPS) devices in 11 vehicles. Fleet Management has ordered 19 more, and will be installing them into vehicles as soon as they are ready. The system will be serviced by a new vendor; WebTech Wireless. With these devices the departments can keep track of their vehicles to know location, and dispatching of assignments. WebTech Wireless uses state of the art mapping software in which icons will show the exact position of a vehicle, direction, and speed of travel. All this information is usable to the supervisor, and can also be effective in Risk Management situations where the speed of the vehicle is a known factor. In cases such as street sweeping, the supervisor will be able to tell a citizen if their street was swept, and at what time the sweeper went down their street. This monitoring is also something that is beneficial to the employee regarding safety. If anything should happen to an employee, to disable them, the vehicle will be instantly locatable, and sending help will take less time.

<http://www.webtechwireless.com>

On Board Drive Cameras: Fleet Management has purchased, and will be installing five DriveCam cameras to install into City vehicles. These cameras have been procured in order to help in Risk Management for the City. The camera records information in continuously throughout the time the vehicle is driven, and also even when the vehicle is not being driven. When an "event" happens the camera retains video, and sound of the 10 seconds before the event, through the event, and the 10 seconds after the event. An event could be an accident, a hit to a parked vehicle, or a hard braking situation. This information will be used to evaluate each, and every accident in order to apply fault to the driver responsible for the accident. This system will help staff to fight false claims against the City, when the video will show indiscriminately who is at fault in an accident. DriveCam has reduced claims against users of the system by up to 50%. The system will also encourage safer driving by City employees, who knowing their actions will be recorded at the time of an incident. DriveCam has reduced at fault collisions by up to 44%. Fleet Management will continue to install DriveCam cameras as the budget allows, into the portion of the fleet with the highest accident record.

<http://www.drivecam.com>



Integration of WebTech Wireless, and DriveCam: Fleet Management invited representatives from both WebTech Wireless, and DriveCam to the City Service Center to discuss the possibility of integrating their systems, so that if something were to happen at any given time, the event would not only be recorded in the GPS software, but also in the DriveCam software. This would be used especially in a Risk Management situation where accident information is critical. The information provided would allow the City's Risk Management personnel to evaluate the incident from GPS information, as well as video, and this information would coincide with one another to solidify a position for Risk Management.

On Site Outfitting of City Vehicles: Fleet Management continues to outfit new, vehicles in-house. Below are pictures of CNG vehicle 0153, a Patrol vehicle 0972, and K-9 vehicle 0967.



New K-9 Vehicle 0967: Fleet Management has outfitted the City's second new K9 Police car (pictures above) using 100 percent in-house forces, which would otherwise cost the City over \$12,000 per vehicle to have an outside vendor complete. This car has the most up to date technology to protect both the officer, and the K-9. Following is a listing of the items that make this vehicle the most state-of-the art available.

Under the hood the car is outfitted with a special distribution box, by Patrol Power with all the wiring color coded, as well as labeled, in order to make installation, and troubleshooting easier for the technicians. There is also a Copeland power-tamer, which allows the vehicles electrical shut off at designated times, so the officer does not come back to a dead battery, as well as a Sound Off headlight flasher, and corner strobe lights.

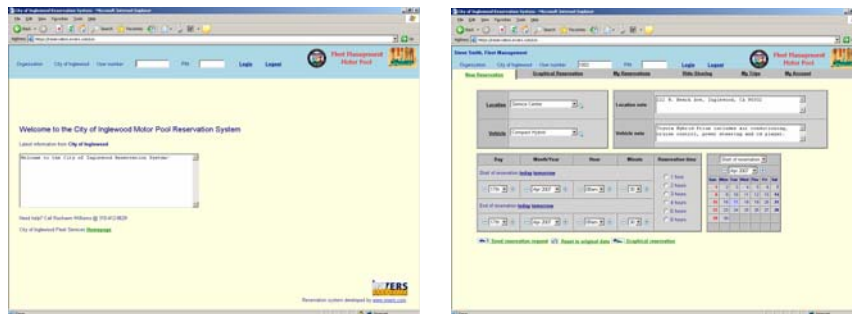
The vehicle is also outfitted with an MX 2100 Code 3 LED light bar, a Motorola Wireless 800 MHz touch screen computer, and a Mobile Vision relay camera system, with auto and manual features. There is a Motorola XTL 5000 Astro digital capable radio, and 350 Bearcat scanner. The vehicle also has a Gasboy Fuel Point module that allows the officer to just pull up to the pump, and pump gas, with all of the necessary vehicle information automatically entered into the fueling computer without having to slide any gas cards or enter any pin numbers for fueling authorization. There is a Havas-Shields contour console, flashlight charger, three-position cigarette lighter, and temperature activated fan.

For the dog, there is a Havis-Shields powder-coated kennel, and an Ace-K9 bail out system activated by sensors (temperature, battery volt, and alternator stall sensors), which will automatically lower windows, and with a pager system, alert the officer when the car is too hot, a siren will automatically operate. There is a door opening remote that will allow the officer to open the dog's door from 200 yards away.

The vehicle has an illuminated display to let people know when the officer is away from the car. It is outfitted with Secure Car that allows the vehicle to be running without the key in the ignition (which enable the air conditioning to stay running for the dog), and incorporates an anti-theft system that automatically locks the doors, and shuts the vehicle off if someone tries to steal it.

Motor Pool Software: Fleet Management implemented and installed an automated motor pool reservation software system that will allow customers to go to an on-line internet site, reserve a vehicle, and then retrieve the key to use it, even if is during a time when the Fleet Management staff are not available. A green light at the key fob will indicate which key it is, that has been reserved. This motor pool system is provided by Invers Mobility Solutions. The key manager is set to incorporate computer control modules on the vehicles that will only allow the vehicle reserved to be used at the time the key is accessed. Fleet Management staff is also working on the policies and procedures plan for the new system.

<https://reservation.invers.com/coi>



Prospective Future Work:

Future New Vehicle Purchases: Fleet Management is in the process of purchasing 19 vehicles and equipment in this fiscal year. This purchase will consist of 15 black and white patrol cars, one dump truck to replace a 1984 dump truck, two Police motorcycles, and a ride on lawn mower. Fleet management will outfit these vehicles when they come in with in-house personnel, decreasing costs associated with getting new equipment. This new equipment will help to increase service to the

citizens of Inglewood because this equipment is new, and there will be less down time for maintenance, and repair and reduced labor and parts cost, resulting in a savings to the City.

Service Center Projects: Specifications have been drafted for the installation of a backup generator, and propane fueling station at the City Service Center.

Major Significant Issues:

NAPA/FASTER Integration: The National Automotive Parts Association (NAPA), and CCG Systems FASTER our fleet management software system have collaborated, and been able to integrate their systems, so that NAPA's Integrated Business Systems (IBS), which operates at the City Service Center, will be able to input parts purchased for City equipment automatically into Fleet Management's equipment management software. As a part is charged out to the City, the NAPA parts person will enter it onto the appropriate work order without having to double enter using two different computers systems. This system will cut down the possibility of entering more, or less than the number of parts purchased for a particular piece of equipment, because it will require only one entry, and not two. This will be a benefit to both NAPA, and the City of Inglewood.

Metro Grants: Fleet Management applied for grant funds from the MTA, and Federal Government to purchase (5) paratransit buses and (1) I-Trolley vehicle. The grants will split the \$600,000 cost of the vehicles, where the City will pay 25%, and the grants will pay 75%. This will upgrade the fleet to help meet the State emission standards the city must comply with, as well as provide vehicles that are the cutting edge in transportation safety. These grant funds will provide the citizens of Inglewood with the long needed transportation they deserve.

Car Wash: The City continues to save an estimated \$25,000 per month in associated costs, and employee down time with the Service Center's new car wash. The City washed 4350 cars in the first quarter 2007.

Painting of Vehicles: Fleet Management continues to paint, and upgrade City vehicles as they are found to be in need. This upgrading of equipment is all done using in-house personnel, and equipment. Below are some of the vehicles repainted, and upgraded in the first quarter 2007.

1675



1618



Meetings/Conferences/Training:

User Group Meetings: Fleet Management continues ongoing meetings with different departments to deal with their vehicles, and future purchases.

Noteworthy Items:

New Alternative Fuel Vehicles:

City of Inglewood, Fleet Management and Transit Services has taken delivery of 17 brand new 2007 CNG (Compressed Natural Gas) Honda Civics. They will be dispersed throughout the City of Inglewood to various departments, and divisions in need of new, or replacement vehicles. These

vehicles will be used by Parking Enforcement, Sound Isolation, Parks and Recreation and Community Development.

The idea to convert all fleet vehicles to alternate fuel is part of the City's Six-Year Alternative Fuel Plan, <http://www.cityofinglewood.org/pdfs/pw/AlternativeFuelPlan.pdf> which was adopted due to the Federal Energy Act of 1992 Rule 1190 requiring Federal, and State fleet agencies to purchase alternate fuel vehicles. These guidelines must also be implemented by local governments requiring cities to convert their vehicles as well.

Due to the City of Inglewood having many surrounding freeways as well as low altitude commercial aircraft, Inglewood has some of the most polluted air in the region. Natural gas vehicles produce lower emissions, and reduce toxic and smog-forming air pollutants, which will assist the City of Inglewood in reducing air pollution. This will provide a better quality of life for its citizens. The costs of natural gas, is currently about \$1.00 less per gallon than gasoline, which also helps to save the City money.



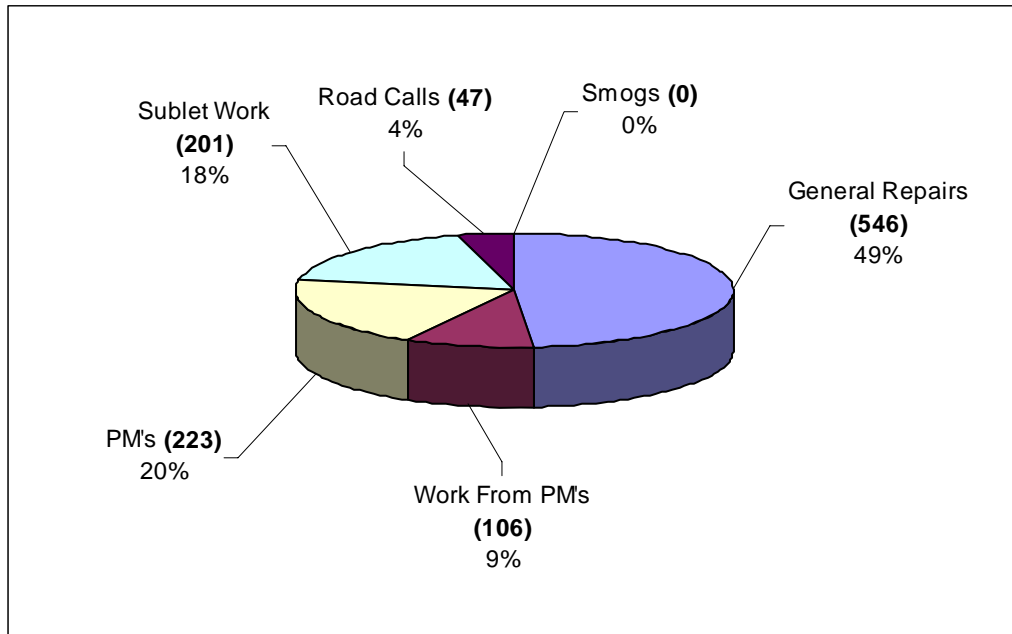
Hybrid Vehicle: Fleet Management received the City's first hybrid vehicle this year. This vehicle runs on both gasoline, and electricity. The nature of this technology increases fuel efficiency, and also reduces emissions into the atmosphere. It is the intent of Fleet Management to help the City of Inglewood comply with the State emission regulations, and even to surpass them when it will benefit the citizens of Inglewood. Hybrid technology will help in this avenue.



Personnel Issues:

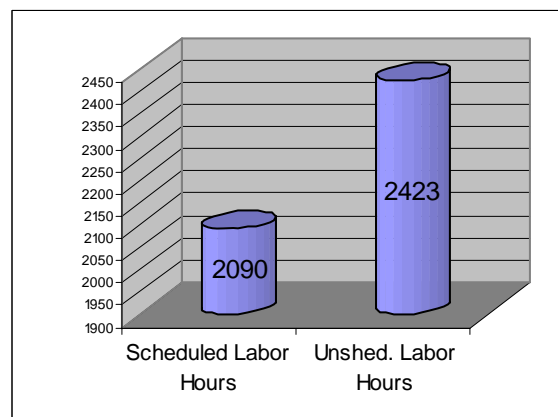
Fleet Manager of the Year Award: The City of Inglewood's Fleet Management, and Transit Services Superintendent was nominated as one of the top Fleet Managers of the year for 2007 in America out of 36,000 agencies.

FLEET MANAGEMENT ACTIVITY FOR 1st Quarter 2007



SCHEDULED AND NON-SCHEDULED REPAIRS 1st Quarter 2007

REPAIR HOURS



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