



Cherishing Our Past - Embracing Our Future

CITY OF INGLEWOOD

One W. Manchester Boulevard Inglewood, CA 90301-1750



The following is a highlight of the Department's accomplishments/benchmarks for the 3rd Quarter 2008:

Major and Significant Accomplishments:

New Paratransit Buses: City of Inglewood, Fleet Management and Transit Services Division has acquired two new propane powered 22 passenger paratransit buses, and one gasoline powered 9 passenger bus for the Senior Transportation Division of the Parks and Recreation Department. The City's paratransit buses average about 250 miles a week. The mileage is about 5 miles per gallon at a fuel usage of 50 gallons a week. The cost of propane for the City, for the month of May 2008 was \$2.11 per gallon, for a total of \$105.00 per week, as opposed to an estimated cost of \$3.70 equaling \$225.00 a week for petroleum gasoline. The savings to the City for using this technology at present costs, will be \$18,700.00 per year.

These new Propane vehicles will enhance our existing fleet and will operate during our normal hours of 8 to 5; with exception of special trips that require evening or weekend transportation.

The Human Services Division of Parks, Recreation and Community Services is experiencing its first time expansion of its paratransit fleet in over 5 years. Two each 2008 Chevrolet, 22-passenger paratransit buses equipped with wheelchair lifts have been delivered. These new, larger buses are ideal for group trips – shopping, activities, classes, field trips, etc. In the past, we were unable to accommodate all of the passengers requesting transportation due to conflicting schedules. Seniors will now have the opportunity to expand the number of places they can go and things they can do.

In addition to these new vehicles, we are also replacing 6 old existing vehicles over the next 24 months through an MTA grant. Three additional vehicles have already been ordered and will be here within the next 90 days; the remaining 3 will arrive by the end of the next fiscal year. These new vehicles will run on compressed natural gas.

Funds for the new paratransit buses came from a Federal grant that provided for expansion of service. By the end of September 2009, the City's fleet of transportation buses will operate on alternative fuels. The City is continuing to pursue other opportunities that will allow us to acquire vehicles to accommodate the more disabled seniors to assist them in participating in activities and trips that we are unable to currently accommodate.



SBBEC: The City of Inglewood Fleet Management Division of the Public Works Department was honored at the annual SBBEC (South Bay Business Environmental Coalition's) WRAP (Waste Reduction Awards Program) awards program, which were presented by the CIWMB (California Integrated Waste Management Board). These awards are given to businesses that demonstrate sound environmental practices. The SBBEC and the CIWMB paired up in 2000 to create an event to reward the Los Angeles area WRAP winners for their innovative waste reduction and recycling practices. For the past five years, the Cities Subcommittee of the SBBEC, the CIWMB and the Los Angeles Regional Agency (LARA) have brought this one-of-a-kind event to the businesses of Los Angeles. WRAP winners are honored with beautiful recycled glass awards and a ceremony featuring prestigious special guests, including local elected officials and CIWMB board members.

The mission of the WRAP awards ceremony is:

To create a unique recognition event for South Bay WRAP recipients and provide an annual forum where South Bay businesses, municipalities, community leaders, and refuse and recycling service providers have an opportunity to assemble, network, and pool expertise and experience to:

- Proactively strive to preserve and enhance our natural resources;
- Find workable, sustainable solutions to environmental problems;
- Encourage responsible environmental practices, policies and standards.

The eighth annual WRAP awards ceremony was held on September 24th, 2008, at the Greystone Mansion and Park in the City of Beverly Hills. Fleet Management staff was present to receive the awards.



Reels and I-Beams: Fleet Management has been upgrading the reels and I-beams in the service bays after 36 years of use. The new upgrades are helping the technicians perform their jobs with more efficiency.



Motor Pool: The City of Inglewood Fleet Management Division of the Public Works Department replaced three motor pool vehicles to the City's Motor Pool system. Customers can reserve a vehicle, even if is during a time when the Fleet Management staff is not available. A green light at the key fob will indicate which key it is, for the vehicle that has been reserved. This motor pool system is provided by Invers Mobility Solutions. The key manager incorporates computer control modules on the vehicles that only allow the vehicle reserved to be used at the time the key is accessed. Currently there are eight (8) motor pool vehicles available, consisting of pick up trucks, sedans, and passenger vans. Fleet Management is planning on expanding the Motor Pool fleet within the next few months.

Customers using the new motor pool system have reserved over 120 vehicles, and they have informed Fleet staff that they are very pleased with the system. The availability of vehicles at any time of the day, and ease of reserving them has been some of the praise that has been received.

Fleet Management staff has made available a policies and procedures plan for the new system on the City's intranet located at: <http://insideinglewood/frameset.asp>

Food Truck: The City of Inglewood Fleet Management Division of the Public Works Department received delivery of a new food truck. This vehicle was built at **NO COST** to the City of Inglewood. Five years ago our Home Delivered Meals Fleet consisted of one running vehicle and one inoperable vehicle. One of the vehicles had actually logged over 350,000 miles on it! Through the joint efforts of Fleet Management, Human Services and LA County Area Agency on Aging, The City now have 5 fully operating food service vehicles ("hot shot trucks") that are able to transport both hot and cold foods from the caterer to homes in Inglewood, Ladera Heights, Hawthorne, and Lennox.

Fleet Management worked with Skip Halloran, Human Services Superintendent; Patricia Bitker, Food/Nutrition Manager; and Thomas Uwal, Transportation Manager to accomplish this.



Renovation of Sweeper: City of Inglewood, Fleet Management and Transit Services Division did a complete renovation of street sweeper 3511. All of the work was done in-house, with City technicians. The work involved the rebuilding of the rear portion of the sweeper including the elevator, the side panels, all of the outside covers, and reworking much of the hydraulic system. The sweeper was then sent out to one of the local vendors for a fresh coat of paint to make it look, and work as new.



Prospective Future Work:

Future New Vehicle Purchases: City Council approved the purchase of 21 new vehicles. These new vehicles will consist of 14 vehicles in the 2007/2008 fiscal year. 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 significant savings to the City.

CARB Grant Funds: Grant funds were approved by council for a concrete breaker, root pruner, front loader, and backhoe. Delivery is expected within 60 day.

Service Center Projects: Specifications have been drafted for the installation of a backup generator; will be proposed in the FY 2008/09 CIP budget year.

Major Significant Issues:

CEI Accident Management System: The new CEI system is up and running. The new system has many advantages, which will reduce cost, and time in getting auto accident repairs, and assist in recovering cost from third a party at fault. The system will allow staff members access to data and reporting on all City accidents. The adoption of this approach is a master plan to reduce City accidents by 25 percent. There have been nine reported accidents during the third quarter of 2008.

Outfitting of Vehicles: Fleet Management staff completed the outfitting of two new Police vehicles in the third quarter of 2008; vehicles 0475, 0478. These vehicles will keep with the standardization that enables an officer to be able to change cars without having to relearn where components are in the vehicle. This streamlines the work of the Police officer enabling him/her to concentrate on doing their job. This standardization also allows the Fleet Management Technicians to be able to make quick and efficient repairs without a lot of officer downtime from having to drive a car to a remote vendor. All repairs to installed equipment are made by those who did the initial installation.



Car Wash: The City saved an estimated \$210,000 the third quarter of 2008 in associated costs, and employee down time with the Service Center's new car wash. The City washed an estimated 10,000 cars in the third quarter 2008. The system has

recently been upgraded with new features, consisting of new and softer brushes, which will enhance the appearance of our City fleet, and is available to all City employees that have entered into the program for their personal vehicles.

Newsletter: Fleet Management has created its first Newsletter to let others know what is happening in the division. The newsletter will give information regarding new laws, new innovations, and new systems that affect fleet, and transportation, as well as humor.



Training Room: The Fleet Management worked in conjunction with ITC, and General Services to revamp the old existing classroom at the City Service Center from just a room, into a training facility with contemporary office furniture, computer docking stations, white board, and Wi-Fi for Internet access. This room is being used for computer training, as well meetings.



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 is one of the vehicles repainted, and upgraded in the third quarter 2008

1609 Before Painting

1609 After Painting



Meetings/Conferences/Training:

User Group Meetings: Fleet Management continues ongoing meetings with different departments to deal with their vehicles, future purchases, and customer service issues. In the second quarter of 2008 Fleet Management met with Human Services/Food Service Delivery, and Public Works/General Services, and Public Works/Repair.

Conferences: Fleet Management administrative staff has attended numerous conferences during the third quarter of 2008.

- The Fleet Superintendent spoke at the AltCar Expo in the City of Santa Monica. He was part of a panel that included Fleet Managers from the Cities of Santa Monica, and Culver City. The topic of discussion was “Utilizing Alternative Fuels in Fleet Applications: Success stories Santa Monica, Inglewood, Culver City”.
<http://www.altcarexpo.com/>



- The Fleet Superintendent went to MEMA (Municipal Equipment Maintenance Association) meetings in the third quarter of 2008.
- The Fleet Superintendent spoke at the National Conference of State Fleet Administrators (NCSFA) at their 22nd Annual Conference and Trade Show in Long Beach California. The topic of this year’s conference was “Go Green in the GoldenState”.
<http://www.ncsfa.net/PUBLICATIONS/Conference/2008%20Conference%20Brochure.pdf>

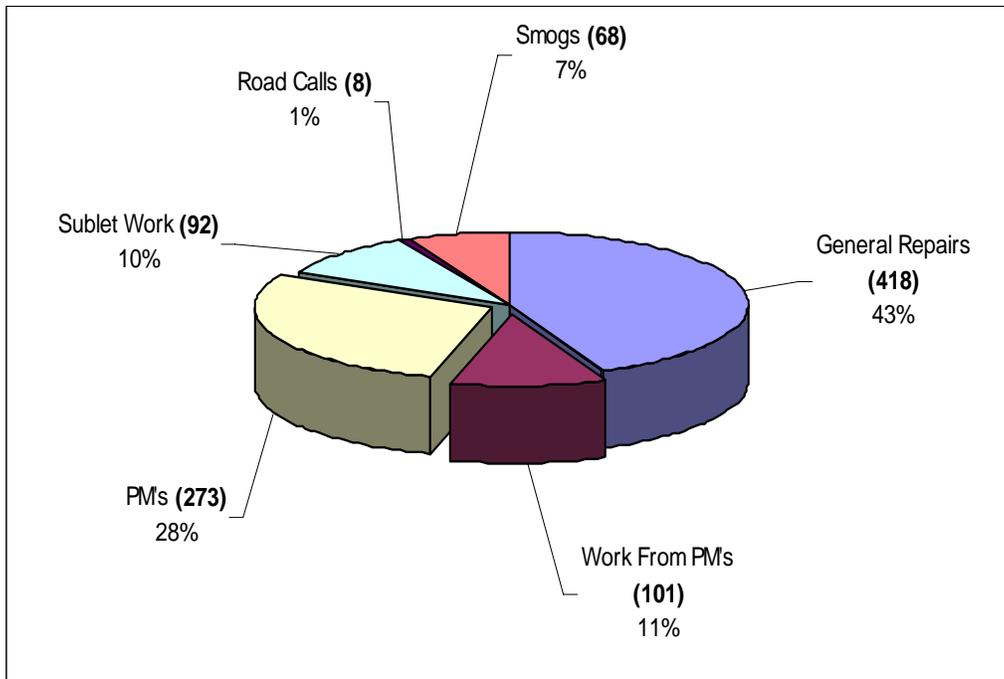


Noteworthy Items:

Fleet Website: Fleet Management has redesigned the Fleet website, as well as purging and updating articles of interest to the customers, and community. Each page now has user friendly dropdown screens for easy access to stories, links, and articles.

http://www.cityofinglewood.org/depts/pw/divisions/fleet_management/

FLEET MANAGEMENT ACTIVITY FOR 2nd Quarter 2008



SCHEDULED AND NON-SCHEDULED REPAIRS 2nd Quarter 2008

REPAIR HOURS

