

## Town of Mamaroneck Green Fleet Policy

### **Introduction**

The Town of Mamaroneck has embarked on a program to develop a more sustainable and more environmentally friendly government. Municipal services are by their very nature labor intensive and in most cases dependent upon some type of vehicular equipment. Fleet management is a critical support service to those Town Departments charged with the delivery of municipal services. The Town's Green Fleet Policy is intended to establish a means of continuing the effective delivery of municipal services while at the same time consider the goals of sustainability, reduction of greenhouse gases and economies of operations.

The Town realizes that its vehicle fleet accounts for the largest percentage of energy use in the government. The Town recognizes that energy use associated with fleet operations can exacerbate local air quality and result in increased GHG emissions. Improving energy efficiency not only results in a cleaner local environment but can contribute to reducing operating expenses.

The Town's Green Fleet Policy establishing a framework to address the management, operations and procurement of fleet vehicles that is under the control of the Town. The Green Fleet Policy establishes the following principles:

- ❖ Standardize the process by which vehicles are selected for different municipal services
- ❖ Rightsizing the vehicle for the task
- ❖ Standardize the process by which costs of vehicles is calculated (Purchase Price, Fuel, Maintenance Costs)
- ❖ Introducing alternative fuels where applicable to reduce operating costs and reduce GHG emissions

### **Fleet Inventory**

To assist in the management and implementation of the green fleet policy an inventory of all vehicles shall be maintained and updated annually.

The inventory shall include:

1. Number of vehicles classified by model year, make, model, engine size vehicle identification number (VIN), drivetrain type and the rated vehicle weight and classification (passenger vehicle, light duty, medium duty and heavy duty)
2. Estimated miles per gallon of each vehicle.
3. Type of fuel or power source
4. Average cost per gallon or gallon equivalent of fuel.
5. Average fuel cost per mile.
6. Estimated annual miles driven
7. Total fuel or power consumption
8. Vehicle function/department

### **Green Fleet Policy Statements**

- I. It shall be the policy of the Town to purchase, lease or otherwise procure the most energy efficient vehicles that meet the operational needs of the department or agency for which the vehicle is intended.
- II. As part of the procurement process the Town will “right size” vehicles for the purpose they are intended. The goal is to not purchase vehicles that are either too small or too large for the designated task.
- III. The Town’s vehicle fleet shall be operated in such a way as to reduce emissions and maximize energy efficiency.

### **Green Fleet Implementation Strategies**

- I. In order to accomplish the goals of the policy, the Town shall review and modify where necessary purchasing procedures and conduct regular reviews of vehicle purchases.
- II. Establish minimum efficiency standards in miles per gallon for each class of vehicle. Such standards are to be applied when evaluating vehicle purchases.
- III. Establish standards to evaluate the use of alternate fuel and/or zero emission vehicles. The evaluation shall consider cost of purchase; cost of operation and estimated payback on the initial purchase costs.
- IV. Review all vehicle procurement specifications and modify them where applicable to ensure that the vehicle class to which the vehicle belongs is appropriate for duty requirements that the vehicle will be called upon to perform.
- V. Annually review the fleet inventory to identify older vehicles that are used infrequently and to identify those vehicles that are disproportionately inefficient and schedule their elimination or replacement.
- VI. Implement anti idling policies for Town owned vehicles limiting idling to no more than five minutes. Exceptions to this strategy would include vehicles at an emergency scene actively involved in response and vehicles that require engines to idle to operate supplementary equipment.
- VII. Maintaining vehicles at optimal efficiency by regularly reviewing maintenance schedules and procedures.

### **Monitoring the Green Fleet Policy**

In order to ensure compliance with the goals and strategies of the policy the Town Administrator will appoint a Green Fleet Review Committee. There shall be one member of the committee from each Town department that operates vehicles. In addition the Highway Superintendent and Town Garage Foreman/Fleet Manager shall be members of the committee

During each capital budget cycle a draft Green Fleet plan will be submitted to the Town Board for review. The plan will identify all vehicles to be purchased for the following budget year and identify green options if applicable. The plan will compare the estimated purchasing cost and operating cost of the vehicles proposed.