

## Green Fleet

<b>Objective:</b>	To reduce fossil fuel consumption and greenhouse gas emissions from County-owned vehicles and fuel-using mobile equipment.	<b>Policy/Procedure Number:</b>	<i>01-44 (New Policy Number)</i>
		<b>Effective Date:</b>	<i>November 2009</i>
<b>Reference:</b> <i>(Laws both state and local)</i>	Resolution No. 267 in 2008 and Resolution No. 146 in 2003	<b>Responsible Department:</b>	<i>Planning Department</i>
		<b>Modified Date (s):</b>	<i>October 2009</i>
<b>Legislative Policy Statement:</b>	According to the 2008 Amendment to the Tompkins County Comprehensive Plan regarding Energy and Greenhouse Gas Emissions, as well as the 2003 Local Action Plan, it is the intent of the Legislature that guidelines and procedures be established to save energy and to achieve the County's greenhouse-gas emissions-reduction goals.	<b>Resolution No.:</b>	
		<b>Next Scheduled Review:</b>	<i>October 2010</i>
<b>General Information:</b>	Each department that maintains or uses at least one (1) vehicle and/or self-propelled mobile equipment is subject to this policy. Such departments shall seek to decrease total gasoline and diesel use and strive for a minimum annual two percent reduction of greenhouse gas (GHG) emissions from their fleet as measured against a baseline year of 2008, to accomplish at least a 10% reduction in five years and an 80 percent reduction by 2050. All department-maintained vehicles and self-propelled mobile equipment are included under this policy.		
<b>Definitions:</b>			
Alternative fuel vehicle (AFV)	Any vehicle designed to run on at least one alternative fuel. AFVs are available in a variety of models ranging from sedans, SUVs, pickup trucks and vans to heavy-duty buses and trucks. Examples include, but are not limited to: biodiesel, compressed natural gas (CNG), and electric/hybrid and plug-in electric technology.		
Self-propelled mobile equipment	Any wheeled or hulled machine that is powered by an internal combustion engine (e.g., motor boat, backhoe, bulldozer).		
Vehicle database	A comprehensive, centralized, and regularly updated inventory of all county vehicles and self-propelled mobile equipment. This inventory should be in electronic form and will include the following, at a minimum: <ul style="list-style-type: none"> <li>a. Responsible Department</li> <li>b. Standard vehicle description</li> <li>c. Vehicle use (annual fuel use and mileage)</li> <li>d. Vehicle GHG emissions.</li> </ul>		
Vehicle greenhouse-gas (GHG) emissions	The principal greenhouse gases that enter the atmosphere because of vehicular exhaust are: nitrous oxides (NO <sub>x</sub> ), carbon dioxide (CO <sub>2</sub> ), methane (CH <sub>4</sub> ), and particulate matter (PM). The international standard to quantify total GHG emissions estimates is to express emissions in CO <sub>2</sub> equivalents (eCO <sub>2</sub> ).		

**Procedure:**

**1. Measurement of Performance**

The County shall procure the most cost-effective and least polluting vehicles and fuel-using mobile equipment possible

that still meet the operational requirements of the intended use. The size of any County-owned motor vehicle should be appropriate to accomplish its intended purpose. The primary measure of the County's performance is the reduction of GHG emissions. The secondary measure of performance is the decrease in annual total gallons of gasoline and diesel fuel used.

## **2. Greenhouse Gas Reduction Strategic Plan for Each Department**

Each department that uses or maintains at least one (1) vehicle is required to submit to the County Administrator a strategic GHG reduction plan for its fleet. Plans, which are to be submitted and/or revised by the end of each calendar year, will detail each department's strategy for meeting the County's GHG reduction goals that are specifically stated in the General Information section of this policy.

Plans will have the specific aim of finding short and long-term practical solutions that enable each department to meet its own operational requirements while at the same time meeting the County's GHG reduction goal. At a minimum, the Plan will address the following strategies:

- a. Optimizing fleet sizes including possible fleet downsizing, vehicle sharing, community car share, car rental, and/or use of employee vehicles
- b. Increasing fleet average fuel economy— increase miles per gallon
- c. Replacing highest emissions-causing vehicles first (Cf. Policy 01-21)
- d. Increasing use of AFVs
- e. Utilizing retro-fitting technology or up-fitting kits to decrease vehicle GHG emissions
- f. Implementing other GHG reduction measures such as a revision of vehicle travel routes, anti-idling measures, staff education in greener-driving techniques, bike share, etc.

Each department that uses or maintains fewer than five (5) vehicles has the option to not submit a plan. In this case, these departments must comply with the requirement that each new vehicle or fuel-using mobile equipment purchased achieves at least a 10% reduction in GHG emissions per mile driven, or hours used in the case of mobile equipment, over the item being replaced.

## **3. Inventory of County Owned Vehicles**

County Administration will develop and maintain a comprehensive countywide Vehicle Database.

## **4. In order to achieve the intent of this policy, the County Administrator may establish a Fleet Management Team and/or a Fleet Coordination function.**

Responsibilities may include:

- a. Conducting a fleet utilization analysis and reporting recommendations to Department Heads and the County Administrator.
- b. Researching green fleet strategies that take into consideration the operational requirements of each vehicle-using department within the County.
- c. Working with County Administration and departments to develop and maintain a comprehensive vehicle database of all County-owned vehicles and fuel-using mobile equipment.
- d. Submitting any budgetary recommendations to the County Administrator for each fiscal year.

## **5. Exemptions**

Any department wishing an exemption from the procurement or replacement requirements for a single vehicle or mobile equipment purchase must submit a written request to the County Administrator. The County Administrator will grant or deny the exemption.

## **6. Funding**

As a detailed action plan is developed, the Legislature will consider allocating funds to compensate departments for any increased cost incurred to implement the GHG Reduction Strategic Plan or to meet the 10% minimum decrease in GHG emissions for procurement of new vehicles or equipment. The Legislature may choose to fund overall fleet management strategies or provide financial incentives to encourage greater efficiency improvements. Funding from outside sources such as State and Federal grants shall be pursued, when available, to aid in providing financial assistance.