

Motor Vehicle Review Committee



September 27, 2011

MINUTES

Motor Vehicle Review Committee Members in attendance:

Sal Petilos for Kim Hood, Chair	Department of Administrative Services
Justin Crouch	Department of Natural Resources
Roxie Huntsman	Department of Corrections
Mike McKay, absent	Department of Public Safety
Steve McCarthy	Department of Transportation
Kent Beers, absent	Division of Purchasing
David Rees	University of Utah
Robin Erickson, absent	Clean Cities
Scott Harding	Larry H Miller Ford

Fleet Operations and Guests in attendance:

Sam Lee	Division of Fleet Operations
Gary Robertson	Division of Fleet Operations
Scott Bingham	Division of Fleet Operations
Corry Hill	Division of Fleet Operations
Gala Dumas	Division of Fleet Operations
Jeff Done	Division of Fleet Operations
Brian Fay	Division of Fleet Operations
Joe Wilde	Dixie College
Nicole Sherwood	Governor's Office of Planning and Budget
Laura Larsen	Department of Technology Services

On Tuesday, September 27, 2011 the Motor Vehicle Review Committee held their regularly scheduled meeting in room 250 of the State Capitol, Salt Lake City, Utah. The meeting was called to order at 9:12 am by Substitute Chair Petilos.

1. Approval of Minutes from the December 14, 2010 meeting.

MOTION: Steve McCarthy motioned to approve the minutes. Second by Roxie Huntsman.

Motion passed unanimously.

2. DFO Rate Comparison to the Private Sector

Sam Lee stated the Division of Fleet Operations put out a request for information (RFI) with the Division of Purchasing. Four companies responded to the RFI. They were Acme Leasing, ARI Leasing, Hinckley, and Louis Transportation. The summary data from Louis Transportation was not used in the comparison since their costs were so much higher than the others. In summary Fleet Operations came out very well against the other three vendors. A seven year life was used for the figures.

On average Fleet Operations is \$143.00 lower vehicle per month than the private sector according to the responses received.

Justin Crouch asked if this was an internal audit. Sam Lee stated it was Fleet Operations staff who studied the data.

Steve McCarthy asked if the figures included overhead. Sam Lee stated no the figures are just the lease rate. The overhead would stay the same with the Fleet staff since we are still responsible for accident management, maintenance, and fuel.

Justin Crouch asked how this affected the upcoming rate schedule. Sam Lee stated there are not any changes to the rate structure this year.

Justin Crouch asked if it was possible to have an independent company come in to review the data. Sam Lee stated he didn't have a problem with an independent company reviewing the data he was worried about the cost. If the MRVC felt it needed to be reviewed by an independent company Fleet Operations would.

3. Telematics in State Vehicles

Scott Bingham stated a couple of years ago Fleet Operations started testing two different telematics units. The first unit tested tracked the information without the driver correction. The second unit tested tracked the information and also corrected the driver. Fleet Operations would like to put on contract three different types of telematics units and pass the costs to the agency utilizing the unit.

Justin Crouch asked if Fleet was proposing to put these on all state vehicles. Scott Bingham stated Fleet Operations would hold the contracts for the devices and agencies

would come to us with their need and Fleet would help have them installed. The agency would decide which vehicles to put the units on.

Dave Rees asked if the adjustments were vehicle specific or range specific. Scott Bingham stated you can do either or both. Dave Rees stated I could make a fleet wide parameter and then a vehicle specific parameter and Scott answered yes.

Dave Rees asked if Fleet is holding the contracts are they also going to hold the support of the system as well. Scott Bingham stated yes. Fleet would allow the agencies access to the system to manage their vehicles. Sam Lee stated Fleet would pass through the billing to the agency starting in fiscal year 2013.

Sal Petilos asked if this should really be in front of the Motor Vehicle Review Committee if it has already been submitted to the Rate Committee. If the Rate Committee approves the rate you can charge it. Sam Lee stated it is a concept that is before the MVRC. We are asking the MVRC if they would like us to go under this model or under a full fleet implementation.

MOTION: Dave Rees motioned Fleet Operations proceed with implementing a telematics contract for agency use. Second by Steve McCarthy.

Motion passed unanimously.

Meeting adjourned at 9:58 a.m.