



division of
**Fleet
Operations**

Cost Efficiency Report

2021





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Attorney General

Contact: Kaitlyn Riley

ACTION TAKEN

Decrease cost per mile

We let our employees know they should only be fueling their vehicles with 85 octane fuel.

GOAL

Decrease cost per mile

We will remind everyone to check their tire pressure and properly inflate their tires.



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Board of Pardons and Parole

Contact: Wendy Rutherford

ACTION TAKEN

Decrease total gallons of fuel consumed by state vehicles

The Board has increased the number of video hearings held for qualifying offenders housed at county jails and state prison facilities, thereby reducing the total gallons of fuel used to travel to conduct hearings.

Decrease total miles driven annually by state vehicles

The Board has increased the number of video hearings held for qualifying offenders housed at county jails and state prison facilities. Where video hearings are conducted - which has been nearly all hearings for FY2021 due to the COVID-19 pandemic - total miles driven are decreased in two important ways. First, Board staff do not have to travel to various correctional facilities to conduct hearings. Second, the Transportation Unit of the Department of Corrections doesn't have to transport inmates to other locations in order to facilitate hearings.

Decrease overall pollution output by the state fleet

The Board has increased the number of video hearings held for qualifying offenders housed at county jails and state prison facilities. Where video hearings are conducted - which has been nearly all hearings for FY2021 due to the COVID-19 pandemic - pollution levels are impacted in two important ways. First, Board staff do not have to travel to various correctional facilities to conduct hearings. Second, the Transportation Unit of the Department of Corrections doesn't have to transport inmates to other locations in order to facilitate hearings.

GOAL

Decrease total gallons of fuel consumed by state vehicles

Continue to conduct video hearings for qualifying offenders when appropriate, thereby reducing travel (amount of fuel consumed) to conduct hearings in person. Although the Board will return to some in-person hearings as COVID-19 restrictions ease, we are still committed to using technology in many situations that will assist in keeping fuel consumption below pre-COVID-19 levels.



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Decrease total miles driven annually by state vehicles

Continue to conduct video hearings for qualifying offenders when appropriate. It is important to note how significant of an impact video hearings have in relation to miles driven by state vehicles. Where video hearings are able to be conducted, not only do Board staff members not need to travel to various locations for hearings, but the Department of Corrections also does not need to transport hundreds of inmates per year to other locations in order for hearings to be conducted.

Decrease overall pollution output by the state fleet

Continue to conduct video hearings for qualifying offenders when appropriate. It is important to note how significant of an impact video hearings have in relation to miles driven by state vehicles. Where video hearings are able to be conducted, not only do Board staff members not need to travel to various locations for hearings, but the Department of Corrections also does not need to transport hundreds of inmates per year to other locations in order for hearings to be conducted. Combined, this reduces miles traveled, fuel used, and can positively impact contribution to pollution levels.



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BR Dixie State University

Contact: Andrew Best

ACTION TAKEN

Right-size your vehicle type

As stated for last year's goals we are continuing to reduce the number of vehicles used at one time by replacing another older 7 passenger minivan with a larger 9 passenger vehicle. This results in less vehicle going out a one time.

Decrease total miles driven annually by state vehicles

Having more larger capacity vehicle 9 or 12 passenger vehicles reduces the number of vehicles need and less miles driven.

GOAL

Decrease number of state vehicles

DSU is working to reduce the number of gasoline vehicles on and around campus. We have been, and will continue implementing Polaris GEM's on and around campus where appropriate. We also are looking at underutilized vehicles to further downsize the numbers where possible.



BR Salt Lake Community College

Contact: Troy Walker

ACTION TAKEN

Decrease cost per mile

With retraining and random inspections of all vehicles we are able to do more preventive maintenance on our vehicles. The drivers are encourage to identify maintenance concerns this also helps.

Decrease total gallons of fuel consumed by state vehicles

Less idling time thanks to GeoTabs idling reports and driver to driver competition is helping SLCC to reduce idling times and encourage drivers to team drive to other campus locations and leaving one vehicle at the shop. This also helps with reduction of fuel consumed. We are also replacing older vehicle with newer vehicle with better fuel efficiency.

Right-size your vehicle type

We are still working with right sizing vehicles and replacing older vehicles with newer vehicles.

GOAL

Decrease cost per mile

Keep vehicle maintained and educate drivers on good driving habits, and running driver reports to review with drivers and their manager to help encourage good driving habits.

Right-size your vehicle type

Removing older less efficient vehicles with newer and more efficient vehicles.

Decrease overall pollution output by the state fleet

Educate and encourage drivers to idle less, encourage drivers to team drive and leave one vehicle at the shop. Idling reduction competition between drivers and departments.



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BR Snow College

Contact: Tracy Madsen

ACTION TAKEN

Decrease number of state vehicles

Returned one car to state fleet. We are assessing on whether to keep one of our sprinter vans or exchange it for an SUV that would be utilized more.

GOAL

Decrease cost per mile

I plan to encourage drivers to use state fuel sites instead of convenience stores for fueling vehicles.

Decrease number of state vehicles

Continue to evaluate MP usage. If necessary return another MP to the state.



BR Southern Utah University

Contact: Casey Bowns

ACTION TAKEN

Decrease total miles driven annually by state vehicles

Since there were no fall athletic competitions and the majority of meetings and conferences were cancelled or held online, vehicles didn't accrue as many miles. As a result, SUU vehicles actually travelled about 132,000 fewer miles than the previous year.

Decrease total gallons of fuel consumed by state vehicles

Since there were not as many travelers this year, less fuel was consumed by University vehicles.

GOAL

Decrease cost per mile

We plan to be more proactive about getting campus vehicles that are not part of the central Motor Pool into the shop for Preventative Maintenance. In the past, some vehicle were only serviced one time per year, but we will now service each vehicle after nine months.

Decrease overall pollution output by the state fleet

Since the majority of our vehicles are newer with fuel injection, they do need to idle in the winter to warm up.



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BR University of Utah

Contact: David Rees

ACTION TAKEN

Increase overall miles per gallon Purchased 12 hybrid electric vehicles to replace standard vehicles. Purchased 1 hook truck to replace 2 older chassis.

Decrease overall pollution output by the state fleet Hybrid purchases. Purchased 9 CNG busses

Increase overall miles per gallon Included Fuel usage in the procurement discussions to help determine

GOAL

Decrease total gallons of fuel consumed by state vehicles Continue to purchase Hybrid and electric vehicles where feasible. Utilize MPG figures in procurement decisions, Expand telematics to more fleet vehicles to capture utilization and idling.

Increase overall miles per gallon Expand telematics program to better track utilization and idle times

Decrease total gallons of fuel consumed by state vehicles utilize technology to hold meetings virtually to reduce travel



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BR Utah State University

Contact: Tammi Godfrey

ACTION TAKEN

Decrease cost per mile

USU Safety Inspections, Emissions Testing, & PM reports are sent to departments on a monthly basis to have all USU vehicles inspected & maintained on a regular basis. If vehicles are no longer in good condition, our mechanics will let them know what repairs need to be done, or they will recommend that the departments get rid of them & replace them with newer vehicles.

Decrease number of state vehicles

When departments are not using their vehicles on a regular basis, we tell them that if they do not have the need for that vehicle, they should surplus it and we offer them our services of renting our Motor Pool rental vehicles as needed, as a more cost efficient means for travel, rather than having vehicles sit so long, without being used. Recently, Space Dynamics Lab got rid of several vehicles and now rents from Motor Pool, as the needs arise.

Decrease total gallons of fuel consumed by state vehicles

Many departments continue to hold meetings via zoom / video conferencing, rather than driving to meetings out of town. Customers will also carpool to meetings when they need to be there in person. We rent minivans & minibuses from our Motor Pool rental fleet, allowing several people to travel in one vehicle for their trips. We also provide charter services as requested.

Decrease total miles driven annually by state vehicles

Virtual meetings, carpooling, buying more hybrid & electric vehicles across campus, etc.

Decrease overall pollution output by the state fleet

Virtual meetings, carpooling, buying more hybrid & electric vehicles across campus, etc.

GOAL

Increase overall miles per gallon

Motor Pool and other USU departments continue to buy Hybrids & electric vehicles, which reduces the emissions pollution in the air and the miles per gallon, too. overall miles per gallon



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Right-size your vehicle type

Departments must purchase the right size of vehicle for their department's needs. If big trucks are not needed for their job duties, then they purchase the smallest, most economically sized vehicle that will meet their department's needs.

Decrease overall pollution output by the state fleet

We have signs in our windows reminding drivers to shut off their vehicles, and not leave them idling. We will continue to purchase hybrid & electric vehicles in our Motor Pool rental fleet & departments are encouraged to do so as well.



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BR Utah Valley University

Contact: Emily Brown

ACTION TAKEN

Decrease overall pollution output by the state fleet

One of our two diesel buses in our fleet was sold. Now our remaining bus is utilized more frequently so it does not sit for long periods of time saving costly repairs and maintenance. Rather than taking several vehicles to the airport or on trips, the bus can be taken when larger groups need to travel.

Right-size your vehicle type

This last year our department has been assigning appropriate vehicles when reservations are initially made. We will continue to verify the number of people traveling and purpose of the vehicle(s) and assign the right size and vehicle type.

GOAL

Decrease number of state vehicles

Reduce the number of underutilized vehicles in our fleet by encouraging departments with multiple vehicles to surplus one or two vehicles. This will help with vehicles that sit for long periods of time resulting in repair/maintenance cost.



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BR Weber State University

Contact: Weston Woodward

ACTION TAKEN

Decrease number of state vehicles

We sold three buses that were underutilized and not efficient for our needs. We have also sold a number of vehicle that underutilized and undesirable due to their overall cost of ownership.

GOAL

Decrease cost per mile

Analyze our total cost of ownership per vehicle and replace the vehicles with high repair costs. We will use the time we were spending on repairs to increase our fleet's preventative maintenance.

Decrease total gallons of fuel consumed by state vehicles

We will continue to use video conferencing and virtual meetings to reduce our travels. We are also preparing to buy more electric vehicles for our campus fleet, we already have the electrical infrastructure and this will reduce our carbon footprint.



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Bridgerland Technical College

Contact: Veronica Whitman

ACTION TAKEN

Decrease total miles driven annually by state vehicles

Bridgerland implemented multiple ways to do video conferencing to reduce travel. (Zoom, Microsoft Teams, Cisco Meetings, etc.)

GOAL

Educate drivers of their accountability on implementing cost reduction measures

New employees will be educated on their responsibility for implementing cost reduction measures and current drivers will be reminded that they are held accountable for implementing cost reduction measures when utilizing any of the college vehicles.



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Davis Technical College

Contact: Bryce Fox

ACTION TAKEN

Decrease cost per mile

Davis Technical College, through education, provided training to help reduce vehicle operating costs by reducing vehicle engine idle time, driving fewer miles, use carpool, avoid rush hour, and conduct proper maintenance.

Right-size your vehicle type

Davis Technical College purchased new efficient vehicles to meet the needs of our faculty and staff.

GOAL

Decrease cost per mile

Davis Technical College, through education, will continue providing training to help reduce vehicle operating costs by reducing engine idle, driving fewer miles, use carpool, avoid rush hour, conduct proper maintenance, and encourage employees to utilize our electric vehicle.

Right-size your vehicle type

Davis Technical College purchases new efficient vehicles to meet the needs of our faculty and staff.



division of
**Fleet
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Department of Agriculture and Food

Contact: Brian Tea

ACTION TAKEN

Right-size your vehicle type

Over the year we have looked at the different vehicles that we have and tried to assign appropriate vehicles for the jobs that they are needed for so that we are not using vehicles that use more gas for duties that they are not needed for. We have also looked at vehicles so that we are ordering vehicles appropriate for the purposes that they are needed for.

GOAL

Decrease number of state vehicles

Analyze all department vehicles to determine what vehicles are underutilized or what vehicles could be used by multiple drivers. We will work with Dan Black in order to do this. Once all possible vehicles have been identified we will then work with division directors and executive leadership to get their input on which are a good fit for motor pool vehicles. With the help of Fleet we will then set up a department motor pool with a system for UDAF employees to check out motor pool vehicles parked at the main UDAF building. We will better utilize UDAF vehicles by reassigning or turning in excess vehicles not needed in the motor pool.



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**Fleet
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**Department of Alcoholic Beverage
Control**

Contact: Nox Pilivi

ACTION TAKEN

Decrease cost per mile

DABC was able to decrease cost per mile by carpooling whenever possible and staying up to date with the preventive maintenance of our vehicles. This has allowed our vehicles to run more efficiently decreasing the cost per mile and having a reliable vehicle for our employees.

Educate drivers of their accountability on implementing cost reduction measures

Fleet manager attended staff meetings and educated drivers on cost reduction measures. Compliance officers scheduled their audits together if they were in close proximity. Allowing them to use one vehicle reduced costs at the pump and emissions. This also freed up vehicles for other employees and decreased Enterprise rentals.

GOAL

Increase overall miles per gallon

Our goal as a department for next year is to increase overall miles per gallon. I will educate our drivers on reducing aggressive driving along with reducing idle times. I will use GPS telematics to help educate our drivers on what to improve on.

Decrease total miles driven annually by state vehicles

As a department, we will decrease our total miles driven annually by state vehicles. Whenever possible we will conduct business over the phone, email, and text. We will also use carpools when attending off-site meetings and compliance audits.



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Department of Commerce

Contact: Peter Anjewierden

ACTION TAKEN

Decrease total miles driven annually by state vehicles

Increased telework contact with customers where applicable, this greatly reduced the number of miles driven. Much of this was thrust upon the agency during the pandemic, but taught us lessons about new contact methods to be explored.

Decrease cost per mile

Commerce greatly reduced the number of parking spots it pays for employees during FY 2021, by allowing more individuals to telework and was thus able to park more vehicles in the state owned parking lot.

GOAL

Decrease total miles driven annually by state vehicles

Commerce intends to continue at least moderate usage of virtual meetings and investigations that will establish a better baseline of the appropriate miles needed to travel in conducting it's business efficiently.

Decrease overall pollution output by the state fleet

While Commerce's fleet is mostly hybrid vehicles, continue to use hybrid or even electric options available by exploring additional funding that may be available through grants for a limited amount of EV charging infrastructure that are the major stumbling blocks for the department to continue to improve in this area due to limited parking in downtown SLC.



division of
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Operations**

Department of Corrections

Contact: Roxie Huntsman

ACTION TAKEN

Increase overall miles per gallon

The Department of Corrections continues to encourage staff to limit idling when feasible and can do so safely.

Right-size your vehicle type

The Department of Corrections continues to monitor vehicles and move vehicles when necessary to better utilize them. During the replacement process vehicles are also reviewed for the right size.

Decrease total gallons of fuel consumed by state vehicles

Staff continue to use video-conference when feasible. The Department also continues to utilize flexible schedules so staff are traveling during off peak congestion times or teleworking from home. The prison continues to utilize video conferencing for inmate hearings when feasible. The Department continues to fully support telecommuting and surge days for employees who are eligible.

GOAL

Decrease total miles driven annually by state vehicles

The Department of Corrections will continue to encourage staff to consolidate multiple meetings and trainings into one trip. The use of video conferencing will continue for a way for the inmate to attend court, when allowed by the judge and for staff to attend meetings that live outside the Wasatch Front. The Department will continue to support telecommuting and surge days for employees who are eligible.

Right-size your vehicle type

The Department of Corrections will continue to monitor the replacement vehicles to ensure we are using the right-size of vehicles for our needs.



division of
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Operations**

Department of Cultural and Community Engagement **Contact: Marjorie Moore**

ACTION TAKEN

Decrease total gallons of fuel consumed by state vehicles

We use more video conferencing. We encourage use of our hybrid vehicle when possible.

Decrease overall pollution output by the state fleet

We encouraged our vehicles to take the Prius when they don't have to haul a lot of people or stuff. We also encourage our employees to follow the Governor's directive of not idling.

GOAL

Decrease total gallons of fuel consumed by state vehicles

Relocate a vehicle to a location so employees don't have to drive as much. Continue to use more video conferencing for meetings.

Decrease cost per mile

Make sure employees have the downloaded app on their phones so they can know where to go if tires are low in their vehicles and to use state fuel sites.



division of
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Department of Environmental Quality

Contact: Derick Cooper

ACTION TAKEN

Decrease number of state vehicles

We have donated two vehicles from our fleet to Weber College and took capital credits for.

Right-size your vehicle type

Any new cars we have gotten we have made sure it wasn't not oversized but still able to do the tasks needed for the job to get done correctly.

Decrease cost per mile

We have sold some of our cars making the overall cost per mile less due to less amount of cars in our fleet.

Decrease overall pollution output by the state fleet

By having less cars in our fleet we have less output by state cars. We also try to use our EV and Hybrid cars more than those that are not.

GOAL

Increase overall miles per gallon

We are going to try to get the cars that get better gas mileage that are still big enough without over sizing to get the job done.

Educate drivers of their accountability on implementing cost reduction measures

Helping Employees schedule their visits to places close together so they are not going to one and then going to a place from that to go near the First again. (better planning of trip/filed work)



division of
**Fleet
Operations**

**Department of Government
Operations-Admin Services**

Contact: Marcie Valenzuela

ACTION TAKEN

Increase overall miles per gallon

By using the telematics program to alert drivers to excessive idling and speeding, we anticipate that we will continue to see an increase in overall vehicle MPG. Department of Government Operations (DGO) will continue to address egregious speeding events through our DGO driver safety committee and take corrective actions to educate vehicle operators who break the rules of speeding and excessive idling. Reducing speeding and idling events will effectively decrease fuel consumed by state vehicles.

Educate drivers of their accountability on implementing cost reduction measures

By utilizing the vehicle telematics data, we will educate our drivers on how to reduce the costs associated by reducing idle times, minimizing the inherent risks involved with operating motor vehicles, and extreme speeding events. From that data, we can correct negative driving behaviors that impact the cost associated with operating state-owned cars. DGO has purchased its first fully electric vehicle (EV) and has placed it in a motor pool as a rental vehicle. This vehicle will also be utilized to share with other agencies who are wanting to implement EV adoption into their fleet. DGO's Fleet Consultant will use this vehicle to show agencies the value of EV adoption.

Decrease overall pollution output by the state fleet

The overall goal will be to effectively reduce pollution through the use of the vehicle telematics device. DGO will actively monitor excessive idle times and directly address extreme idle times with the respective divisions and drivers. DGO will use the vehicle telematics device feedback (beeping) to alert the driver when the vehicle has exceeded a predetermined amount of idle time thereby reducing pollution that comes from excessive idling. DGO has increased opportunities to the employees to telework to reduce traffic congestion and thereby reducing vehicle emissions output.

Decrease total miles driven annually by state vehicles

DGO leadership has been reaching out to several Executive Branch agencies to encourage the use of a motor pool instead of requesting additional vehicle authorizations from the State Legislature. The Division of Fleet Operations within DGO has



division of
**Fleet
Operations**

successfully implemented two motor pools for multi-agency use. This has successfully reduced the need for additional vehicles for DGO, DHS, DEQ, DABC, and other agencies as they request to use the motor pools at the Taylorsville State Office Building and the Multi Agency State Office Building.

GOAL

Increase overall miles per gallon

We plan to continue with the goal of increasing the overall miles per gallon. We will do this by using the telematics program to alert drivers to excessive idling and speeding, we anticipate that we will continue to see an increase in overall vehicle MPG. DGO will continue to address egregious speeding events through our DAS driver safety committee and take corrective actions to educate vehicle operators who break the rules of speeding and excessive idling. Reducing speeding and idling events will effectively decrease fuel consumed by state vehicles.

Educate drivers of their accountability on implementing cost reduction measures

We plan to continue with this goal. By utilizing the vehicle telematics data, we will educate our drivers on how to reduce the costs associated by reducing idle times, minimizing the inherent risks involved with operating motor vehicles, and extreme speeding events. From that data, we can correct negative driving behaviors that impact the cost associated with operating state-owned cars.

Decrease overall pollution output by the state fleet

We plan to continue with the goal to decrease overall pollution output by state fleet. The overall goal will be to effectively reduce pollution through the use of the vehicle telematics device. DGO will actively monitor excessive idle times and directly address extreme idle times with the respective divisions and drivers. The Taylorsville State Office has brought an electric vehicle into their motorpool to not only test the cost effectiveness but also reduce carbon emissions by have zero emissions vehicle. DGO is looking into Motorpool options verses vehicles assigned to divisions in an effort to minimize the fleet size and allow for teleworking. DGO is making a plan this year to introduce more electric vehicles to the fleet and shared motor pools.

Decrease total miles driven annually by state vehicles

The overall goal will be to decrease the total miles driven annually by state vehicles. Covid-19 has brought a new dynamic to the workplace and more employees are teleworking and meetings, trainings, and conferences are being conducted on-



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line. We plan to right size the fleets by looking at the current trends as well as telematics to get an overall picture on how vehicles are used.



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Department of Government Operations
– Technology Services

Contact: JD Morales and Paul Curry

ACTION TAKEN

Decrease overall pollution output by the state fleet

DTS was able to fully utilize the Geotab Dashboard by turning on in-vehicle chime notifications to inform drivers of poor driving behaviors such as not using a seatbelt or speeding. We also used Geotab to notify drivers of their idle times which in turn has decreased overall pollution output.

Right-size your vehicle type

Vehicles have been distributed to best meet the department's needs and the amount of vehicle rental locations has been decreased to better match the current demand which has lowered with more employees transitioning to telework this past year.

GOAL

Decrease cost per mile

By using Geotab, DTS will be able to decrease cost per mile by enforcing proper preventative maintenance measures for all fleet vehicles and working closely with the employees driving a fleet vehicle to ensure that these measures are met. By educating and encouraging drivers to plan their routes to include fuel fill-ups at state fuel sites as often as possible will help us to reach our goal

Decrease number of state vehicles

Assessments made through Geotab will be studied throughout the year and decisions will be made based on the vehicle usage time to see what vehicles can be removed from our pool and/or transferred to a team that needs to utilize a vehicle.



division of
**Fleet
Operations**

Department of Health

Contact: Jenniel Allen

ACTION TAKEN

Decrease number of state vehicles

We turned in 3-4 vehicles, however due to Covid, we had to put them back into our pool for utilization.

Decrease overall pollution output by the state fleet

We were able to limit the driving of our child care licensors by approving Take Home vehicles so they aren't driving as far to do their job.

GOAL

Decrease total gallons of fuel consumed by state vehicles

As the Department of Health merges with Human Services, we will continue our teleworking efforts as well as move vehicles across the new department to better utilize vehicle throughout the new Health and Human Services department.



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Operations**

Department of Human Services

Contact: Tyson Walker

ACTION TAKEN

Decrease total gallons of fuel consumed by state vehicles

Continue monitoring the GPS units daily and reviewing the reports to curb engine abuse, speeding, and idling. DHS is also promoting telework and meeting attendance through the use of Google Hangouts

Decrease overall pollution output by the state fleet

Monitoring idle times of fleet vehicles through GPS Telematics devices.

Educate drivers of their accountability on implementing cost reduction measures

Our Driver Safety Committee meets monthly to discuss driver notifications that we have received. We have issued and will continue to issue suspensions to drivers for violations of Major and Minor thresholds.

GOAL

Decrease total gallons of fuel consumed by state vehicles

Continue monitoring the GPS units daily and reviewing the reports to curb engine abuse, speeding, and idling. DHS is also promoting telework and meeting attendance through the use of Google Hangouts

Decrease overall pollution output by the state fleet

Monitoring idle times of fleet vehicles through GPS Telematics devices.

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**Fleet
Operations**

Department of Insurance

Contact: Jeffrey Remus

ACTION TAKEN

Decrease total gallons of fuel consumed by state vehicles

Management utilized the investigators geographic locations to assist in making case assignments that would shorten and limit the amount of driving by our investigators. We educated our investigators about the importance of fuel consumption, and how to be part of the team and help reduce our total consumption.

Decrease total miles driven annually by state vehicles

Both of our goals were in conjunction and worked in unison. We through education asked our investigators to team up in a vehicle when possible. They were asked to consider the importance of helping our division reach our goal. Our investigators were able to manage their caseloads and plan their travel more efficiently.

GOAL

Educate drivers of their accountability on implementing cost reduction measures

Utilize division training resources to educate our investigators.

Decrease cost per mile

Utilize division resources to train our investigators of the importance of proper vehicle maintenance. Help our investigators to identify state owned gas pumps and the benefits of using them. When state pumps are not available, make sure they know the lower prices for gas locally.



Department of Natural Resources

Contact: Tyler Burningham

ACTION TAKEN

Decrease number of state vehicles

Natural Resources was able to eliminate one full time employee from the departments Motor Pool staff. Hours of operation were adjusted to accommodate the reduction in FTEs. The key kiosk was looked into and after further evaluation it was determined the current method of handing out keys would be more efficient and cost effective for our operation at this time saving on the cost of the installation, hardware and administration of a key valet.

Multiple vehicles have been re-assigned form the short term pool to areas in need of vehicles. This helped with our short term utilization and gave the vehicles needed to other areas without requesting more vehicles. Several vehicle were slated as "do not replace this year", holding them for capital credit.

GOAL

Decrease total gallons of fuel consumed by state vehicles

The pandemic taught us all the benefit of on-line meetings and collaborations. The department will continue to promote online meetings where applicable.

Educate drivers of their accountability on implementing cost reduction measures

1. Provide information on state fuel sites vs retail outlets. 2. continue with a robust Driver Safety Committee holding drivers accountable for their actions.



division of
**Fleet
Operations**

**Department of Natural Resources –
Public Lands Policy Coordination**

Contact: Stephen Ogilvie

ACTION TAKEN

Decrease cost per mile

We have continued to insure all our vehicles are receiving preventative maintenance and, whenever possible, we purchase fuel from State fuel sites. During FY 2020, due to the pandemic restrictions, we have reduced our vehicle usage to a fraction of a normal year's travel. But, as cost per mile expenditures are unaffected by the total number of miles traveled, our cost per mile has remained relatively steady.

Decrease overall pollution output by the state fleet

The Public Lands Policy Coordinating Office has made sure all the Fleet vehicles assigned to our agency were maintained at the scheduled times during the year. Our travel has allowed all our employees to refill the fuel in the vehicles with the lowest octane fuel possible, given the altitude at which the travel has taken place. In addition we have instructed our employees to, whenever possible, decrease the idle time of the State vehicles which have been assigned to them. All indications are that the employees have made a concerted effort to do so.

GOAL

Decrease cost per mile

We will maintain our current activities as they are, already, contributing toward the accomplishment of this goal.



division of
**Fleet
Operations**

Department of Public Safety

Contact: Lt. Matt Spillman

ACTION TAKEN

Decrease cost per mile

Fuel usage is monitored and fueling location results are disseminated to supervisors monthly. This has resulted in a decrease in commercial fuel site usage from 37% to 29% during FY2021.

Decrease total miles driven annually by state vehicles

Total monthly mileage was regularly monitored and usage outside of a normal range was identified and addressed by DPS supervisors when deemed unnecessary or inappropriate.

Educate drivers of their accountability on implementing cost reduction measures

Monthly reports regarding cost savings related to fueling sites were disseminated. PM accountability was also regularly communicated when appropriate.

GOAL

Decrease cost per mile

Continue to monitor fuel purchases to improve and/or maintain State site vs. commercial site ratio, as well as fuel octane usage.

Decrease total gallons of fuel consumed by state vehicles

Continue to monitor troopers who exceed normal patrol car mileage and take appropriate action.

Educate drivers of their accountability on implementing cost reduction measures

Continue to disseminate information regarding fuel and fleet costs to all troopers.



division of
**Fleet
Operations**

Department of Transportation

Contact: Nicole Godfrey

ACTION TAKEN

Decrease number of state vehicles

We have continued to expand the telematics program. Most if not all UDOT area supervisors have access to view their vehicles use. This would include both GeoTab and the Network Fleet. We have swapped heavy duty equipment from areas with fewer lanes miles for areas with more lanes miles to work.

Decrease total miles driven annually by state vehicles

Given the past year we were able to minimize the use of vehicles. Most employee have continued to use web meetings when possible. UDOT has encouraged all employees to utilize web meeting options to reduce drive time.

Educate drivers of their accountability on implementing cost reduction measures

At a region level when a rental or short term lease is a better option that has been put into place with contracts to support their efforts. Fueling locations that included state fueling sites were sent UDOT wide to help reduce costs in fuel costs.

GOAL

Decrease total gallons of fuel consumed by state vehicles

UDOT continues to encourage all employees to utilize web meeting options when possible. UDOT has also started the remote work and telework for employees. UDOT has in their fleet 2 electric vehicles. We have purchased 1 electric forklift for warehouse use. As equipment is considered for purchase all electric options will be explored.

Decrease cost per mile

UDOT wide notification has been sent concerning the best fuel options for their areas. All locations have been encouraged to use a State facility for fueling. All UDOT Equipment Shops have been provided training material on proper maintenance schedules for types of equipment. This will be updated and sent on a bi-yearly basis.

Decrease overall pollution output by the state fleet

UDOT has in their fleet 2 electric vehicles. We have purchased 1 electric forklift for warehouse use. UDOT Risk provides monthly newsletters to remind all employees of proper use of a state



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**Fleet
Operations**

vehicle. This will continue with input from representatives in Equipment Operations dealing with equipment.



division of
**Fleet
Operations**

**Department of Veterans and Military
Affairs**

Contact: Jim Bedingfield

ACTION TAKEN

Increase overall miles per gallon

The Utah Department of Veterans and Military Affairs added additional items to our driver training, including information regarding the effects on gas mileage and the increased risks associated with aggressive driving. Due to COVID-19, we saw significantly reduced driving of our state vehicles over the last year. As restrictions have been lifted, and vehicle usage is picking back up, we hope to see positive results from the goals that we have set.

Decrease overall pollution output by the state fleet

Our agency continued toward our goal of reducing pollution output by continuing to emphasize our idle reduction training. Additionally, we have encouraged our staff to modify their travel schedules wherever possible to avoid driving during the times of day with the highest traffic concentrations. Due to COVID-19, we saw significantly reduced driving of our state vehicles over the last year. As restrictions have been lifted, and vehicle usage is picking back up, we hope to see positive results from the goals that we have set.

Decrease cost per mile

Our agency set the goal of decreasing cost per mile by encouraging drivers to maintain proper tire pressure and to ensure that maintenance was completed in a timely manner. Due to COVID-19, we saw significantly reduced driving of our state vehicles over the last year. As restrictions have been lifted, and vehicle usage is picking back up, we hope to see positive results from the goals that we have set.

GOAL

Decrease total gallons of fuel consumed by state vehicles

Our agency has set a goal to decrease the amount of fuel being consumed by the state vehicles at our Veterans Homes by increasing the use of telehealth and virtual appointments for our Veteran Home residents. This action should reduce the amount of time spent traveling in state vehicles thereby reducing total gallons of fuel being consumed.



division of
**Fleet
Operations**

Decrease total miles driven annually by state vehicles

Our agency has set a goal to reduce the total miles driven annually by state vehicles. We intend to accomplish this goal by increasing our use of telehealth appointments and virtual meetings. We believe that this approach will greatly reduce the total miles our state vehicles are driven each year.

Educate drivers of their accountability on implementing cost reduction measures

Our agency is setting a goal this year of consolidating the goals of previous years by improving the education of all drivers within our agency. This will include improved tracking of the training provided, and will include improved delivery of refresher training for all of our drivers.



division of
**Fleet
Operations**

Department of Workforce Services

Contact: David Rogers

ACTION TAKEN

Decrease total gallons of fuel consumed by state vehicles

As a department, we encouraged staff to utilize teleconferencing as a primary means by which to conduct meetings rather than travel to meetings via fleet vehicle usage. This in conjunction with the greater focus on teleworking helped reduce the total fuel consumption and vehicle usage. As a result, our department was able to reduce the total number of vehicles from our fleet by 17, or roughly 11%.

Right-size your vehicle type

Distributed fleet vehicles to best meet the department needs. We continued to evaluate when an economical vehicle with high miles per gallon can be used and when a 4-wheel drive vehicle was needed to accommodate necessary travel through a mountain pass.

GOAL

Decrease cost per mile

Continue to maintain fleet vehicles to assure proper working condition by performing preventative maintenance and educating staff that only 85 octane fuel is to be used in fleet vehicles.



division of
**Fleet
Operations**

Dixie Technical College

Contact: Kelly Whittekiend

ACTION TAKEN

Decrease total miles driven annually by state vehicles

Drove less because we didn't travel

Right-size your vehicle type

Dixie Technical College will be purchasing two fuel efficient vehicles that are the right size for our needs. These will primarily be used for staff and faculty travel.

Decrease total gallons of fuel consumed by state vehicles

Telecommuting and video conferencing is encouraged by all Dixie Tech departments to help reduce miles driven.

GOAL

Educate drivers of their accountability on implementing cost reduction measures

Dixie Technical College will continue providing training to help reduce vehicle operation costs by reducing engine idle, driving fewer miles, use carpool, conduct proper maintenance, and encourage employees to utilize our electric or hybrid vehicles.



division of
**Fleet
Operations**

Governor's Office

Contact: Katherine McCafferty

ACTION TAKEN

Decrease cost per mile	We have ensured that the Governor's Office vehicles are using the lowest octane fuel for the correct elevation and have purchased fuel from State-owned fuel sites where possible.
Decrease overall pollution output by the state fleet	We have informed employees about the importance of limiting idle time while using state vehicles.
Right-size your vehicle type	We have only utilized vehicles assigned to our office as compensation vehicles, and thus have right-sized our fleet. We have also been using rental vehicles for transportation instead of purchasing more vehicles.

GOAL

Decrease total gallons of fuel consumed by state vehicles	The Governor's Office aims to continue to hold virtual meetings where possible, which will decrease the total gallons of fuel consumed by state vehicles. This will be implemented by opting for virtual or video meetings where at all possible, along with ensuring that there are virtual options for in-person meetings as well.
Decrease overall pollution output by the state fleet	The Governor's Office plans to decrease overall pollution output by reminding employees to limit idle time while using state vehicles. This will also be implemented by continuing to allow employees to telework, which will limit their time in rush hour traffic going to and from the office during peak hours.
Decrease total miles driven annually by state vehicles	The Governor's Office plans to use car pools for rental cars where possible. This will be implemented by encouraging employees to travel to meetings with other employees who will be attending the same meetings, instead of each individual employee using a separate vehicle.



division of
**Fleet
Operations**

**Governor's Office of Economic
Opportunity**

Contact: Elizabeth Henrikson

ACTION TAKEN

Educate drivers of their accountability on implementing cost reduction measures

Diana Gardener provided training to all staff, at Governor's Office of Economic Opportunity, about fleet policy and being conscious of cost impacts to the agency related travel to fleet.

Decrease total miles driven annually by state vehicles

GOUTAH was able to decrease their total miles traveled for 2021, because a large percent of in-person meetings were converted to web conferencing meetings.

GOAL

Decrease overall pollution output by the state fleet

We will continue to encourage carpooling for events, continue to maintain our vehicles with timely oil changes and preventative maintenance for better engine health and less exhaust. We will be monitoring idle time through GPS Telematics devices. We will be turning on beep notification to inform drivers of poor driving behaviors such as speeding, and send notifications to drivers who have too much idle time. We will educate staff about avoiding rush hour traffic. We are also looking to replace one of our conventional gas vehicles with an hybrid vehicle for 2022. We will encourage employees to use the Hybrid vehicles over the standard gas car whenever possible.

Decrease total miles driven annually by state vehicles

We will be encouraging the use of carpools. We will be informing employees of surge days, days that employees are asked to work from home due to high pollution days, which will also increase the use of web conferencing, instead of traveling to meetings. I will be reminding staff often, and encouraging the use of our e-bikes that we have available for shorter distances.



division of
**Fleet
Operations**

Judicial Branch

Contact: Haley Merrill

ACTION TAKEN

Decrease number of state vehicles

Courts has already began reducing fleet size for underutilized vehicles (mainly cargo vans). We will continue reviewing other vehicles for potential reduction.

Decrease total gallons of fuel consumed by state vehicles

With the new onslot use of Webex/Zoom meetings, we will decrease our driving so we will have less fuel consumption.

Decrease total miles driven annually by state vehicles

Due to the restriction of travel, and the use of web based meetings, we are reducing the number of miles driven to court locations. This is also decreasing the maintenance costs on our vehicles.

GOAL

Decrease number of state vehicles

Courts has continued reducing fleet size for underutilized vehicles, due to COVID.

Decrease total miles driven annually by state vehicles

Due to the restriction of travel, and the use of web based meetings, we are reducing the number of miles driven to court locations. This is also decreasing the maintenance costs on our vehicles.

Decrease total gallons of fuel consumed by state vehicles

With the new onslot use of Webex/Zoom meetings, we will decrease our driving so we will have less fuel consumption.



division of
**Fleet
Operations**

Labor Commission

Contact: Butch Luers

ACTION TAKEN

Decrease total miles driven annually by state vehicles

Drivers do plan inspection trips efficiently to make good use of time and minimize miles driven. Managers encourage and enforce this policy.

LC is utilizing video conferences, virtually exclusively, to reduce need to drive to central meeting location. Employee trainings are being conducted online. This involves state-vehicle drivers and other employee drivers.

Decrease overall pollution output by the state fleet

LC managers direct state vehicle operators to observe policy of automotive idling reduction.

LC utilizes hybrid vehicles to maximize efficiency in lowering cost per mile and lowering vehicle pollution emissions. LC now has eighteen hybrid vehicles in its fleet.

Decrease cost per mile

LC drivers have been and are required to provide proper & timely preventative maintenance including properly inflated tires. Fleet Focus reports, such as Preventative Maintenance Due, are utilized to monitor PM schedule and send the drivers alerts of pending PM required.

Drivers are educated of the cost advantages of purchasing from state fuel sites. Each driver has been encouraged to use the Utah DFO mobile app to locate state and other fueling sites efficiently. Drivers are instructed to use the lowest needed fuel octane appropriate for the vehicle and environmental conditions as recommended by Fleet Operations.

GOAL

Decrease cost per mile

Drivers will endeavor to provide proper preventative maintenance including properly inflated tires. Fleet Focus reports, such as Preventative Maintenance Due, will be utilized to monitor vehicle PM schedules and send the drivers alerts of pending PM required.

Drivers will be educated on locations and cost advantages of purchasing from state fuel sites.



division of
**Fleet
Operations**

Drivers will be encouraged to use the lowest needed fuel octane appropriate for the vehicle and environmental conditions as recommended by Fleet Operations. Drivers are encouraged to use the Utah DFO mobile app to locate state and other fueling sites efficiently.

Decrease total miles driven annually by state vehicles

Drivers will continue to plan inspection trips efficiently to make good use of time and minimize miles driven.
LC will continue to increase use of video conferences to reduce need to drive to central meeting location.
LC will continue to utilize online training modules.



division of
**Fleet
Operations**

Mountainland Technical College

Contact: Blake Hendry

ACTION TAKEN

Decrease cost per mile	Prep trip inspections were performed on a regular basis. Pre Trip consist of checking oil levels and tire pressure. Preformed preventative maintenance on oil and lubes.
Decrease overall pollution output by the state fleet	Scheduled trips to take place outside of rush hour times.
Decrease total gallons of fuel consumed by state vehicles	Weekly facilities meetings to discuss work orders and preventative maintenance were performed virtually to limit the amount of gallons used weekly.
Decrease total miles driven annually by state vehicles	Planned out schedules and carpoled when possible. Changed in person meetings to virtual meetings when possible.
Increase overall miles per gallon	Practiced smooth start and stops and reduced prolonged idling.
Right-size your vehicle type	A midsize vehicle was purchased to aid in travel for weekly deliveries between campuses.
Educate drivers of their accountability on implementing cost reduction measures	A new vehicle was purchased so drivers can use the smaller, better fuel efficient vehicle when large deliveries are not necessary.

GOAL

Decrease total gallons of fuel consumed by state vehicles	Plan virtual meetings more frequently and only meet in person when necessary.
Decrease cost per mile	Increase practice of pre trip inspections that consist of checking the oil levels and tire pressure, as well as preforming preventative maintenance.
Decrease total miles driven annually by state vehicles	Plan virtual meetings more frequently and only meet in person when necessary. When in person meetings are necessary, carpool with others to the designated campus.



division of
**Fleet
Operations**

Increase overall miles per gallon

Plan travel around rush hour to decrease aggressing driving and idle times due to traffic.



division of
**Fleet
Operations**

Ogden/Weber Technical College

Contact: Teri Weaver

ACTION TAKEN

Right-size your vehicle type

When vehicles were reserved for us I would make sure if they need a small compact vehicle instead of a large truck.

Educate drivers of their accountability on implementing cost reduction measures

Conducted trainings of our Drivers Ed instructors on a regular basis on fuel efficiency.

GOAL

Decrease cost per mile

Monitoring the GPS & fuel purchases.

Decrease overall pollution output by the state fleet

Monitoring by using geotab by using the notifications to track idle times on the vehicles.



division of
**Fleet
Operations**

**School and Institutional Trust Lands
Admin**

Contact: Tami Babinsky

ACTION TAKEN

Increase overall miles per gallon

We continued to reduce our idle time to increase our overall miles per gallon.

GOAL

Decrease cost per mile

We will provide proper preventative maintenance to decrease the cost per mile with our vehicles.



division of
**Fleet
Operations**

School for the Deaf and Blind

Contact: Carl Empey

ACTION TAKEN

Decrease cost per mile

USDB utilized EKOS to monitor fuel purchases to ensure that the appropriate grade of fuel was purchased that saved on the overall funds spent on fuel. In addition, due to COVID our staff significantly increased teleworking which decreased the number of trips driven that resulted in significant dollars saved on fuel and maintenance.

Decrease overall pollution output by the state fleet

USDB actively monitored our drivers' driving habits which decreased the amount of speeding and reduced excess idling resulting in less pollution from our fleet vehicles. In addition, due to COVID and teleworking our number of miles driven dramatically were reduced.

GOAL

Decrease cost per mile

USDB will closely work with our employees that have assigned vehicles to have them schedule and have preventative maintenance completed on a timely basis and have them on a regular basis check their tires to make sure they are properly inflated at the correct tire pressure. We will also continue to monitor gas purchases through the EKOS system to make sure the lowest octane fuel is purchased.

Decrease total gallons of fuel consumed by state vehicles

USDB will continue to encourage our employees to telework and use video conferencing when possible to reduce the number of trips and miles driven like they did in FY2021. This will continue to decrease total gallons of fuel consumed, similar to FY2021.



Southwest Technical College

Contact: Brenda Pehrson

ACTION TAKEN

Decrease number of state vehicles	We continue to watch our fleet vehicles and monitor underutilization.
Right-size your vehicle type	We continue to remind employees to right size the vehicle for their trip purposes and to use the smaller compact cars as much as possible.
Decrease total gallons of fuel consumed by state vehicles	We continue to encourage and seek out telecommunications as the first option to faculty and staff before traveling.
Educate drivers of their accountability on implementing cost reduction measures	Our Driver Committee meets every quarter to review driver notifications that we have received. We have issued and will continue to issue warning and suspensions to drivers for violations of Major and Minor thresholds. We have also implemented Fleet reminders in our Employee Newsletter that is sent out each month.

GOAL

Decrease cost per mile	We will continue to maintain fleet vehicles to assure proper working condition by using preventative maintenance. We also remind our drivers that lower octane is acceptable for our fleet vehicles. We continue to remind our drivers that using a lower consistent speed increases a vehicles miles per gallon and decreases the cost per mile. We are a small fleet however we are open and willing to move in the direction of electric/hybrid vehicles with charging stations here at our college when funding is available to do so.
Right-size your vehicle type	We encourage our drivers to right size the vehicle for their trip purposes and to use the smaller compact cars as much as possible. If we expand our fleet we will ensure that we are purchasing the most economically appropriate size and that the type of vehicle for the purposes and driving conditions for which the vehicle will be used is cost efficient.



division of
**Fleet
Operations**

Decrease total gallons of fuel consumed by state vehicles

We prompt our drivers to choose telecommunications as the first option before traveling. Our trips out of town have greatly reduced and have saved us on the total gallons of fuel consumed.

Educate drivers of their accountability on implementing cost reduction measures

We have a Driver Safety Committee that meets quarterly to discuss driver notifications that we have received. We have issued and continue to issue warning and suspensions to drivers for violations of major and minor thresholds.



division of
**Fleet
Operations**

State Treasurer

Contact: Marlo Oaks

ACTION TAKEN

Increase overall miles per gallon I was not aware of this goal.

Decrease total miles driven annually by state vehicles I was not aware of this goal.

GOAL

Decrease cost per mile Reduce cost per mile by properly inflating tires and purchasing from state fuel sites where possible.

Tax Commission

Contact: Tiffany Harms

ACTION TAKEN

Decrease overall pollution output by the state fleet By accepting hybrid vehicles during the replacement period, this should decrease the Tax Commissions total pollution.

GOAL

Decrease overall pollution output by the state fleet By accepting hybrid vehicles during the replacement period, this should decrease the Tax Commissions total pollution.



division of
**Fleet
Operations**

Tooele Technical College

Contact: Kent Thygerson

ACTION TAKEN

Decrease cost per mile

The College has transitioned to using the State UDOT fueling sites, when possible. This has reduced fuel costs by 3% due to fuel surcharges at commercial pumps.

Decrease total miles driven annually by state vehicles

With the pandemic, the number of miles driven by state vehicles, not used for training was reduced by 18%. The use of conference calls and Zoom meetings has replaced the need to some travel.

GOAL

Right-size your vehicle type

The College plans to replace an older larger SUV with a smaller hybrid vehicle.

Decrease overall pollution output by the state fleet

The College will reduce overall pollution output by state fleet by replacing higher polluting vehicles with more fuel efficient vehicles.



division of
**Fleet
Operations**

Utah National Guard

Contact: Jayson Ilada

ACTION TAKEN

Decrease overall pollution output by the state fleet

We have purchased and replaced some of our fleet vehicles with hybrids or clean air certified vehicles. We are driving state vehicles less frequently than before due to some staff working part time telework with the exceptions of those employees that are required to be on location due to specific job duties.

Decrease total miles driven annually by state vehicles

No response

GOAL

Decrease total miles driven annually by state vehicles

Continue with COVID-19 policy, encouraging our employees to utilize teleworking and virtual meetings part time will help reduce the usage of our state vehicles. Only use state vehicles if needed.
For the vehicles that are operated daily, state employees should carpool as much as possible while wearing a face mask and reservation schedules should be utilized to see if there are other employees going to the same place or vicinity at specific dates and/or specific times.



division of
**Fleet
Operations**

Utah State Auditor

Contact: Tauna MacPherson

ACTION TAKEN

Increase overall miles per gallon

Fleet vehicles were not used as much in previous years due to COVID-19. Educated employees on not exceeding posted speed limits and idling.

GOAL

Decrease cost per mile

Maintain preventative maintenance and continue monthly inspections of fleet vehicles to monitor any issues that need to be addressed.



division of
**Fleet
Operations**

Utah State Board of Education

Contact: Cammy Wilcox

ACTION TAKEN

Decrease total gallons of fuel consumed by state vehicles

The Utah State Board of Education, like most State agencies, transitioned to telework for most of fiscal year 2021 due to Covid and surge days. State vehicles were used sparsely during much of the fiscal year. With the transition to online work, many meetings, conferences, and trainings continue to be held remotely resulting in less fuel consumption by State vehicles. We will continue to monitor utilization standards and make adjustments to the fleet inventory as necessary.

GOAL

Decrease number of state vehicles

The Utah State Board of Education (USBE) has transitioned to a hybrid work schedule for most staff. Acknowledging telework is now a part of the agency structure, the USBE will continue to monitor vehicle usage on non-surge days and right-size the fleet inventory as we determine agency operations and needs.

No Responses Received from the Agencies Below

NAVAJO TRUST ADMINISTRATION

UINTAH BASIN TECHNOLOGY COLLEGE