



Oregon

Theodore R. Kulongoski, Governor

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MEMORANDUM

To: Friends, Colleagues, and Customers
From: Brian King, DAS Fleet Manager
Date: 8/19/2010
Subject: Important Motor Pool Changes

As a result of efforts to transform the way we do business and save money, DAS Fleet will make changes to our Daily Rental Motor Pool.

We have identified several ways to improve our process for returning vehicles, fueling and cleaning. These changes enable us to make vehicles ready for redeployment much more quickly, meaning that we need fewer vehicles in the rental pool overall.

Reducing the number of vehicles

We will remove 30 vehicles from the rental pool by August 31. We will use these vehicles to replace permanently assigned cars that have reached their end of life.

The 30 cars represent approximately \$589,000 in savings that we can redirect toward replacing some of the older, high-mileage vehicles assigned to agencies.

This effort will make us more efficient during these fiscally challenging times and will help address the aging of our fleet.

We expect to have enough remaining vehicles available to meet customer rental requests. To ensure we meet your needs, please reserve your vehicles as soon as you know you will travel.

Fleet will monitor requests and continue to evaluate the number of vehicles needed to meet demands.

Options to using Fleet vehicles

Here are some options to using Fleet vehicles, if for some reason we cannot answer your needs:

1. The rental contracts with Enterprise Rent A Car and Hertz (see <http://www.oregon.gov/DAS/SSD/FLEET/triptools.shtml>)

2. ZipCar rentals (same link as above)
3. Driving a personal vehicle and receiving mileage reimbursement; please see important insurance information at the link above.

Fleet is also in process to add a car-sharing vendor in the Yellow Lot. We plan to make six cars available at the site in mid-September. We will notify you by email when the details of the pilot are in place.

Compressed Natural Gas

In accordance with Oregon's sustainability plan, Fleet will require rental of a Compressed Natural Gas (CNG) car for all travel within the 180-mile round-trip range of the vehicles, and in those cases where a CNG car can accommodate the number of passengers on the trip.

Future changes

Some future changes in the works include moving the location of after regular business hours (6:30 am-6:00 pm) rental return area from the North Lot to the Main Lot. Customers will be able to park a personal vehicle in the secured Main Lot near where the rental is returned. Part of this change involves specific return lanes for different types of vehicles. In the next week or so, the vehicle packets handed out at the time of the rental will be color coded; we will ask each customer to return the car to the lane with the same color. This will enable the Fleet crew to process the cars more quickly for the next customer

Our transformation efforts, continued evaluation of Fleet Operations, and analysis of data will bring more changes in the future—changes that create savings better service to you, our Fleet customers.

As always, we welcome your comments, insights and ideas about how we can meet the transportation needs of the state safely and cost effectively

Thank you

Brian King
DAS Fleet Manager