

# Ulster County Green Fleet Policy

## I. Basis For Policy

(a) Energy costs represent a significant amount of spending for Ulster County government and Ulster County desires to continue in its leadership role in environmental stewardship.

(b) The operation and maintenance of the County vehicle fleet is essential to the ability to provide a wide range of services to the public. However, the fleet represents a significant environmental and financial cost to Ulster County. In 2012, the County's baseline year for its Greenhouse Gas (GHG) Inventory, the fleet consumed 201,000 gallons of gasoline and over 306,000 gallons of diesel fuel and was responsible for the emission of approximately 4,899 metric tons of CO<sub>2</sub> equivalent or approximately 35% of the County's total GHG emissions.

(c) Ulster County recognizes that energy use associated with the operation of its motor vehicle fleets exacerbates local air quality problems and results in greenhouse gas emissions that contribute to global climate change.

(d) Ulster County recognizes that its agencies and/or departments have a significant role to play in improving local air quality and reducing greenhouse gas emissions by improving the energy efficiency of its Fleet and reducing emissions from fleet operations.

(e) Ulster County recognizes that improving the energy efficiency of its fleet can lead to significant long-term monetary savings.

(f) Ulster County wishes to exercise its power as a participant in the marketplace to ensure that purchases and expenditures of public monies are made in a manner consistent with the policy of improving local air quality and reducing greenhouse gas emissions.

(g) Ulster County wishes to establish a "Green Fleet" policy addressing the vehicles of the fleet under the control of the County in order to improve vehicle fuel efficiency and reduce greenhouse gas emissions.

## II. Fleet Inventory

(a) In order to establish a baseline of data so that the "Green Fleet" policy can be established, implemented, and monitored, the Fleet Manager, in conjunction with the Coordinator of the Department of the Environment, shall develop an inventory and analysis of the fleet vehicles within each department or agency. This inventory shall include:

1. Number of vehicles classified by the model year, make, model, engine size, vehicle identification number (VIN), drivetrain type (2-wheel drive or 4-wheel drive), and the rated vehicle weight and classification (light-duty, medium-duty, heavy-duty);
2. Miles per gallon (or gallon equivalent) per vehicle;

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3. Type of fuel (or power source, e.g., electricity) used;
4. Average cost per gallon (or gallon equivalent) of fuel;
5. Average fuel cost per mile;
6. Annual miles driven per vehicle;
7. Total fuel (or power) consumption per vehicle;
8. Vehicle function (i.e., the tasks associated with the vehicle's use);

(b) Once the Fleet Inventory from each department is submitted, an analysis on vehicular use will be performed by the Fleet Manager, in conjunction with the Coordinator of the Department of the Environment. The analysis will examine;

1. Is vehicular use necessary;
2. Is the smallest, most efficient vehicle being used to carry out tasks; and
3. Can alternative fuel vehicles adequately replace existing vehicles and accomplish substantially the same tasks.

### **III. The “Green Fleet” Policy**

(a) It shall be the policy of the County of Ulster to purchase, lease, or otherwise obtain the most energy efficient and cost effective vehicles possible that meet the operational needs of the County.

(b) It shall be the policy of the County of Ulster to purchase vehicles that are appropriately sized for the purposes to which they are intended.

(c) It shall be the policy of the County of Ulster to manage and operate its fleet in a manner that is energy efficient and minimizes emissions.

(d) It shall be the policy of the County of Ulster that all County employees in Ulster County owned vehicles at any time, or in personal vehicles while on County property during work shifts, shall not allow a vehicle to be left to idle for any period of time greater than three minutes. This policy shall not apply during times of emergency response.

### **IV. Fleet Initiatives**

It is in the goal of Ulster County to not only use the most efficient, environmentally sound, and fiscally responsible vehicles but also to create new and innovative ways to reduce the County’s carbon footprint. In order to best due so, the following strategies will be implemented:

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(a) Ulster County recognizes that many variables, regardless of the vehicle, type affect fuel efficiency. The Fleet Manager in conjunction with the Coordinator of the Department of the Environment will therefore research and examine ways to reduce fuel through the following techniques:

1. Employee education on eco-driving techniques;
2. Route optimization;
3. After market devices to limit idling; and
4. Technological advances.

(b) Ulster County is committed to using electric, hybrid-electric, hybrid, and sustainable alternative fuel vehicles across the fleet. Any initiative to introduce alternative fuel technologies will consider the sustainability of the fuel including lifecycle energy and emissions, as well as the renewability of the fuel source. Additionally Ulster County seeks to move toward zero emission vehicles by promoting the use of electric, hybrid-electric, hybrid, and sustainable alternative fuel vehicles by residents and will do so by:

1. Giving priority to purchasing hybrid, hybrid-electric, hybrid and sustainable alternative fuel vehicles; and
2. Installing electric vehicle charging stations at County-owned facilities.
3. Supporting initiatives and research which will lead to the further deployment of electric, hybrid-electric, hybrid, and sustainable alternative fuel vehicles across the community.

### **V. Goals**

~~It is the goal of this policy to reduce the greenhouse gas emissions from the Ulster County fleet by 25% by 2025 through the combination of procurement, operations and technology, relative to the baseline established for year 2014 in the fleet inventory taken in compliance with Section III above.~~

### **VI. Principle Guidelines**

(a) The Fleet Manager in conjunction with the Coordinator of the Department of the Environment will develop a standardized vehicle request form. The Vehicle Request form will be completed for all County vehicle requests for new or used purchases for replacement of or addition to the existing fleet.

(b) The Fleet Manager in conjunction with the Coordinator of the Department of the Environment will review departmental requests for the purchase of a new, or replacement of an old vehicle, utilizing the following principle guidelines;

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1. Justification for the vehicle;
2. Frequency of use (vehicle utilization);
3. Sustainability for the intended job;
4. Fuel efficiency;
5. Vehicle size;
6. Environmental impact;
7. Initial cost as well as long term cost;
8. Safety and repair record;
9. Impact on technician workload; and
10. Electric, hybrid-electric, hybrid, or sustainable fuel vehicle availability or preference.

After the request has been reviewed, the Fleet Manager in conjunction with the Coordinator of the Department of the Environment will issue a recommendation for vehicle procurement and will forward the recommendation to the requesting department and the County Executive.

- (c) The Fleet Manager, in conjunction with the Coordinator of the Department of the Environment will review the fleet inventory taken in Section II above to identify older vehicles that are used infrequently (or not at all), as well as those vehicles that are disproportionately inefficient, and schedule their elimination or replacement.

### **VII. Applicability**

- (a) New emergency vehicles purchased under this policy must provide comparable performance, safety, and fuel availability during emergencies as conventionally powered emergency vehicles.

- (b) The additional cost of purchasing a lower emission vehicle that complies with the requirement of this Policy will be analyzed against the reduction of fuel, maintenance requirement, and other costs incurred during the operating life of such vehicle.

- (c) Wherever possible, grant funding will be used to help pay for the purchase of vehicles or equipment that complies with this policy, or that supports the deployment of appropriate sustainable technologies across the County fleet.

### **VIII. Reporting**

- (a) Annually the Ulster County Fleet Manager, in conjunction with the Coordinator of the Department of the Environment, will provide a report to the County Executive and County

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Legislature documenting the fuel use and emissions associated with the Ulster County Fleet and will include measured performance against stated goals.

(b) The report will also summarize any activities related to the implementation of this policy.