

March 2011

GSA Fleet Newsletter

Toth Talk

During this year’s acquisition process, GSA Fleet and GSA Automotive continue to make significant strides towards the Federal government’s goal of reducing America’s dependence on foreign oil and our country’s production of greenhouse gas emissions. In FY2011, GSA introduced a record high 499 Alternative Fuel Vehicle (AFV) models to Federal customers. This is an increase of over 200 possible AFV configurations as compared to FY2010. In addition, in order to continue to further green the Federal fleet, GSA is working with its industry partners to acquire emerging motor vehicle technologies.

We are implementing a number of initiatives to assist you with your Energy Independence and Security Act (EISA) compliance. For customers purchasing vehicles, detailed MPG and GHG scores are available in AutoChoice to help you make the right decisions when selecting vehicles for your fleet. Our Fleet Service Representatives (FSRs) are also working with customers to assist in acquiring low-

GHG vehicles. This year GSA will purchase over 13,000 low-GHG vehicles for placement in GSA’s leased fleet. FSRs are also assisting customers to ensure Hybrid Electric Vehicles (HEVs) are placed in urban areas to achieve the greatest MPG benefit. Most light duty vehicle orders have been sent to the OEMs and deliveries could begin by late March.

We are excited to be finalizing a new Vehicle Monitoring Contract. Not only will the number of vendors increase, but a broader choice of options and capabilities will be available to meet your unique mission requirements.

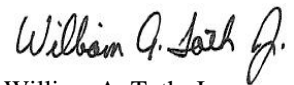
GSA Fleet and Automotive continually strive to update our systems to improve your operating efficiencies and reporting capabilities. We will soon begin development of online interactive training modules for AutoChoice, FMVRS, FedFMS and Fleet Drive-thru. These virtual training sessions will facilitate the use of our systems while also reducing travel requirements. For more information on our recent enhancements, please see the

Application Updates on page 4.

With the possibility of budget cuts looming for many agencies, we encourage you to work with us if you find that you must reduce your vehicle costs. Please contact your FSRs or national contacts if we can assist you in any way.

As always, we value your business and appreciate being allowed to serve as your purchasing and leasing provider.

Sincerely,



William A. Toth, Jr.
Director
GSA Office of Motor Vehicle Management

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Consider the environment

If you must print this newsletter, remember to recycle after reading.



Vehicle Monitoring Contract Awarded

GSA Fleet is excitedly awaiting the award of multiple vendors for vehicle monitoring. Although we have offered vehicle monitoring for the past five years the service was only available through one vendor, Networkfleet. The contract with Networkfleet expired on December 31, 2010.

The new blanket purchase agreement will have multiple vendors and six categories of service with more options and capabilities than before.

GPS Vehicle Tracking - tracks the vehicle's location in real time and displays that location on a Government-user accessible website. This solution uses GPS information to calculate mileage, MPG, and other vehicle statistics.

Vehicle Monitoring with Vehicle Diagnostics - tracks the location of a vehicle at any time and has the ability to read the engine diagnostics of the vehicle. Additional capabilities include sensor monitoring to monitor usage of doors, lifts, and other PTO equipment.

Vehicle Monitoring with Driver Identification - In addition to location tracking, drivers are able to identify themselves as the driver of that particular vehicle before each trip. This product is available with and without vehi-

cle diagnostic information.

Additional capabilities include two-way messaging between the driver and a dispatcher/administrator, and may include preset forms for drivers to log trip or other customizable information. Communication may be text-to-talk, talk-to-text, or text-to-text.

In-Vehicle Video Recording - may include inward/outward facing video recording equipment, event monitoring/reporting, video reviewing service, and management services. Video recordings are triggered by set parameters.

Instant Driver Feedback - an in-vehicle indicator notifies the driver of safe or unsafe real-time driver performance as calculated by set parameters. This product focuses on driver safety, but also provides vehicle tracking functions.

All Inclusive Vehicle Monitoring - the functions and features of all the categories combined.

All monitoring products will include a customer specific web account that displays vehicle tracking and monitoring information. No software is needed to view the information and it's available online anytime. No manual assistance

is needed to transfer data. All vehicle information is transmitted wirelessly by either cellular or satellite communication- ideal for customers who operate in remote locations. The in-vehicle equipment is installed by authorized vendors and, in most cases, can be installed on new vehicles before you pick them up.

The new BPA is expected to be finalized and available for ordering by the end of March .

If you would like to order vehicle monitoring for your GSA vehicles or have any questions about vehicle monitoring, please talk to your FSR or email fleet-solutions@gsa.gov.



Did you know?

GSA Automotive provides Engineering Services at no additional cost. These engineering services include, but are not limited to:

- Recommending the proper vehicles for agency specific applications
- Determining appropriate source of supply: AutoChoice, Multiple Award Schedule (MAS) or Non-Standard
- Assistance with identifying proper vehicle weight ratings and payloads
- Assistance with identifying appropriate components and systems to meet agency missions
- Aid in resolving warranty issues, vehicle defects, safety issues and other vehicle quality-related challenges

For additional guidance, contact us at (703) 605-CARS or vehicle.buying@gsa.gov.



Top 10 Fuel Saving Tips

As gas prices continue to rise, driving any distance can be expensive. In addition, Executive Order 13423 directs agencies to conserve resources and reduce emissions. According to the fuel efficiency experts at the U.S. Department of Energy, by simply changing your driving habits you can significantly increase your fuel economy. Below are a few tips that can conserve fuel and save money at the gas pump, while at the same time help the environment and improve traffic safety.

Slow down – Drive 55 miles per hour instead of 65 and save fuel. The EPA estimates a 10-15 percent improvement in fuel economy by slowing down.

Use cruise control – Using cruise control when possible on the highway to maintain a constant speed helps save fuel. Pumping the accelerator sends more fuel into the engine.

Accelerate and brake smoothly – Accelerating smoothly from a stop and braking softly conserves fuel. Fast starts, weaving in and out of traffic, and hard braking wastes fuel. This type of driving also wears out car com-



ponents, such as brakes and tires, more quickly which reduces fuel efficiency. Maintaining a safe distance between vehicles allows more time to brake and accelerate gradually.

Avoid idling – Today's engines don't need to warm up before you drive. Start the car immediately and gently drive away. Prolonged idling increases emissions and wastes fuel.

Check your tires – Keep tires properly inflated to the recommended tire pressure. This alone can reduce the average amount of fuel use by 3 to 4 percent. Under-inflated tires increase rolling resistance, reduce fuel economy, and wear more rapidly.

Travel lightly – Remove excess weight, such as unnecessary items in the trunk. Carrying extra weight makes the engine work harder thus consuming more fuel.

Keep your vehicle tuned – Maintain proper engine tune-ups to keep vehicles running efficiently. Repairing a car that is noticeably out of tune can improve its mileage by an average of 4 percent. Repairing a serious maintenance problem like a faulty oxygen

sensor can improve mileage by as much as 40 percent. Always consult the GSA Fleet Maintenance Control Center (866-400-0411) and the vehicle's Owner's Manual for proper maintenance guidelines.

Minimize air conditioning use – Use the air conditioning only when necessary to reduce the load on the engine. Decreasing your use of the air conditioning when temperatures are above 80 degrees can help save 10-15 percent of fuel. Use the vent setting as much as possible and park in the shade to keep the car cool.

Close windows at high speeds – Don't drive with the windows open while driving over 50 mph. Driving with the windows open at highway speeds increases drag on the vehicle and lowers fuel economy.

Consolidate trips – Plan ahead to minimize travel time. This will enable you to bypass congested routes, lead to less idling, fewer start-ups, and less stop-and-go traffic. Also, by adjusting driving times to avoid peak rush hours, you'll spend less time sitting in traffic and use less fuel. Whenever possible, carpool or use public transportation.

Reminders from the AMC

Accidents happen. When they do, the Accident Management Center (AMC) is there to ensure your vehicles are repaired and back on the road as soon as possible. Customers are an important part of the accident management process and understanding the AMC and its processes can help all parties involved move through the repair process quickly. The following tips can help you avoid some common pitfalls and ensure your AMC experience is as pleasant and efficient as possible:

- Drivers should obtain pictures of accidents.
- Police reports are required when an

identifiable third party is involved.

- Agencies must complete and submit a Report of Accident (SF-91) for all accidents.
- GSA only coordinates the repair of GSA owned vehicles and will not coordinate the repair of POV or third party vehicles.
- Customer Agencies must have authorization from GSA prior to having vehicle repairs performed.
- If the driver of a privately-owned vehicle



is at fault, GSA will handle claims from the insurance company on behalf of the GOV driver.

- If the government-owned vehicle is at fault for striking a POV, the driver's agency is responsible for handling all claims.
- Customer Agencies must deal directly with insurance companies to settle claims against their employees.

In case of an accident or to report vehicle damage call the Accident Management Center at (866) 400-0411



Fleet Online Updates

Mileage Reporting Update

For Defense Energy Supply Center (DESC) customers who fuel their vehicles both on installations where DESC provides the fuel as well as off-base at public fueling facilities, we now capture the vehicle's monthly mileage from the most current reading entered at any pump, whether it be through DESC or GORP. Previously, for customers who did not have occasion during a given month to fuel up at a DESC location, no monthly mileage was captured. Instead, the customer's monthly mileage was estimated by the GSA Fleet system. Now, those customers whose mileages fail to update at the time the DESC file is processed, but whose vehicles did fuel at a GORP location since the previous month's mileage reading, will have their vehicles' mileages automatically update through GORP. Also, instead of receiving individual exception reports from both DESC and GORP, customers will now receive only one exception report per month for rejected records. Customers may then proceed as usual by manually entering mileages online through Mileage Express for the vehicles that appear on that exception report.

If you have questions about reporting mileage with FTP, contact David Munn at 703-605-2875 or david.munn@gsa.gov.

Did You Know? GSA Offers a Federal Fleet Management System for your agency-owned vehicles

Is your Agency looking to establish an inventory management system for its Agency-owned vehicles? If you're familiar with Federal Management

Regulation 102-34.340, you know that every federal Agency is required to have a fleet management information system at the Department or Agency level that identifies and collects accurate inventory, cost, and use data to cover the complete life cycle of its motor vehicle assets.

GSA's Federal Fleet Management System (FedFMS) is designed for that very purpose: to assist in the management of federal Agency-owned vehicles. With the successful completion of our pilot phase, other Agencies now have the opportunity to participate and we welcome their interest. The advantages are many: vehicle expense oversight, automated data capture through AutoChoice and the Federal Motor Vehicle Registration System (FMVRS), the establishment of utilization criteria, and the ability to generate reports to satisfy regular data calls such as those required by OMB and FAST. All of this will allow for better management of fleet resources leading to maximum efficiency.

As we move beyond the pilot phase, we will continue to enhance the functionality of FedFMS. Our current focus is on automating the capture of fleet card data to track fuel and maintenance/repair expenses. While FedFMS is not intended to be customized to an individual Agency's unique requirements, we continually strive to standardize our product in order to accommodate Agencies' varying fleet management needs.

To learn more about FedFMS, contact Shane Hamilton at 703-605-9269 or shane.hamilton@gsa.gov

Enhancements to the Federal Motor Vehicle Registration System

A number of enhancements have recently been implemented in the Federal Motor Vehicle Registration System (FMVRS), to include an updated re-

porting format allowing users to access their data more quickly and efficiently and the addition of phone number extension fields. In November, a tool was added enabling users to process bulk updates to vehicle contact information. This feature allows the Primary and Secondary Point of Contact fields to be modified on multiple records in one simple process. Additionally, over the next few months, FMVRS will be undergoing a "facelift". Current screen designs will be modified to make them more uniform and user-friendly. Finally, FMVRS will be adding a third organizational option – the "Office" level – as an aid in managing an Agency's vehicle and license plate records according to its internal organizational structure.

Contact Jessica Mueller at 703-605-9563 or jessica.mueller@gsa.gov for more information on FMVRS

AutoChoice Updates

AutoChoice, GSA's online vehicle ordering tool, has seen recent improvements as well. Need a duplicate copy of your Certificate of Origin? Now you can request one through the AutoChoice website as long as 30 days have passed since vehicle delivery. Additionally, members of the GSA Automotive Program Office have been working closely with our vendors to ensure more accurate and timely updates to vehicle status information. And for the 2012 model year, look for more detailed mile-per-gallon (MPG) data and greenhouse gas (GHG) scores to help you meet your EPA requirements.

For questions about AutoChoice contact our Customer Care staff at 703-605-CARS (2277) or vehicle.buying@gsa.gov

Big Year For Sub-Compacts Sedans and the Ford Focus

Fiscal year 2011 is shaping up to be another exciting year for GSA vehicle purchases as we continue to take major steps towards greening the Federal fleet by reducing petroleum consumption and greenhouse gas emissions. Over the past several months, our FSRs have worked with you to order the most fuel efficient vehicles available to meet your mission requirements. In a major move this year, GSA Fleet purchased over 6,800 sub-compact 2012 Ford Focuses. This is the largest order ever of sub-compact vehicles by the Federal government.

The 2012 Focus was classified by the Environmental Protection Agency (EPA) with a fuel economy rating of 26 mpg for city driving and 38 mpg on the highway. This results in a combined rating of 31 mpg and a greenhouse gas

score of 7.

Not only does the all new 2012 Focus achieve excellent fuel economy, it also comes equipped with several innovative features. This new Focus is equipped with EcoMode - an in-vehicle software suite that rates driver behaviors that may impact fuel economy and offers suggestions on how to improve eco-driving. A dashboard display provides suggestions - such as accelerating more smoothly, maintaining a steady speed, or using cruise control at highway speeds - that should assist in the achievement of better fuel economy. According to Ford, you can improve gas-mileage by up to 24%, but a 15% improvement is within reach of all drivers.

In addition, the new Focus is equipped

with MyKey, one of Ford's newest technologies that can help improve safety and reduce fuel use. MyKey allows each key to be programmed with a specific set of parameters through the vehicle message center on the dashboard. When that key is put in the ignition the vehicle abides by those set parameters. MyKey can limit the volume of the radio, sound a six-second chime if seat belts are not fastened, and limit the vehicle speed to below 80 miles per hour. There is also the option of having the car sound a chime if speed exceeds 45, 55 or 65 miles per hour.

These technologies can improve the fuel efficiency and safety of vehicles operated by the Federal government, helping to reduce emissions, fuel use, and costs.

GSA Car Sharing Pilot Concludes

As budgets tighten and gas prices rise, more and more fleets are looking for innovative solutions to reduce costs without decreasing work productivity. Car sharing is becoming an increasingly popular mechanism by which to do this. Many universities and cities have adopted car sharing to help alleviate financial demands while increasing vehicle utilization, and GSA Fleet is working to make this technology available to its customers as well.

GSA Fleet is conducting a procurement to bring car sharing technology vendors under contract. By making this in-vehicle technology available to our customers, we can dramatically lessen their procurement burden and leverage our larger buying power to reduce cost.

The car sharing concept allows multiple drivers to take advantage of any given vehicles into which special technology has been installed. This is much like a vehicle motor pool but without the need for a physical key or motor pool office.

Modern car sharing services utilize an online management system that allows users to make vehicle reservations. Keyless entry enables users to access vehicles on their own without the need to track down keys. Vehicles can be parked in a central location or can be scattered where they are most needed. Car sharing enables a fleet to operate more efficiently and can lead to a reduction in the size of the fleet. This saves money on vehicle costs and reduces your environmental footprint, while the online system saves personnel time and costs. In addition, the online management system gives managers access to an in-depth look at their fleet utilization.

In January, the U.S. Navy and GSA Fleet concluded a six-month pilot test of car sharing technology installed in GSA Fleet leased vehicles. The purpose of the pilot was to demonstrate the feasibility of car sharing in a Federal fleet. The technol-

ogy used was Fast Fleet by ZipCar which was branded as "GSA Fleet Share". During the pilot, which involved 20 GSA Fleet leased vehicles, approximately 250 users made over 1,600 unique reservations and drove over 190,000 miles. The pilot fleet had a business day utilization rating of 52% - ranking very well according to car sharing industry standards, which consider 60% to be full utilization. Even at this high usage rate, the underlying data indicates the possibility of reducing this customer fleet by 10% without adversely impacting mission performance. GSA Fleet considers the pilot a success and proof that car sharing can be applied to a Federal fleet.



GSA Fleet looks forward to being able to offer car sharing technology to our customers as an added service. We will let you know as soon as this technology is available for use on your GSA Fleet leased vehicles.





Drive Safely Work Week Every Week

GSA Fleet kicked off FY 2011 with an invitation to observe “Drive Safely Work Week”. Through a daily email campaign, we challenged our customers to keep safe driving at the forefront of their minds throughout the span of one week. Now with the first half of FY 2011 virtually behind us, we would like to provide a refresher of the topics brought to your attention during “Drive Safely Work Week”, accompanied with a renewed challenge to maintain continual awareness when behind the wheel.

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Know your State Laws</p> <p>As of January 2011, eight states ban the use of handheld cell phones while driving and 30 states ban text messaging behind the wheel. These laws are changing constantly.</p> <p>Visit www.ghsa.org to be sure you know and follow the laws in your state.</p> 	<p>Take a Look in the Rearview Mirror</p> <p>While the ability to multitask is a desirable skill in the office, it is imperative when driving to focus on the task at hand. Be mindful that when you adjust the stereo, search for items in the glove compartment or a briefcase, or read printed maps or directions, you are participating in distracted driving.</p> <p>Fact: A simulator study showed that “distracted” drivers look but fail to see up to 50% of the information in the driving environment.</p>	<p>Block Distractions</p> <p>Whether your organization is considering a distracted driving policy, already has one in place, or is working to simply raise awareness of the issue, technology may offer solutions to help reduce the dangers of distracted driving.</p> <p>Answering Message Challenge: Remind colleagues, family, and friends of your dedication to focused driving by changing your voice-mail to include <i>“I’m either away from my phone or driving. Your call is important and I will get right back to you as soon as I am safely able to.”</i></p>	<p>Get Social with Commuting!</p> <p>If saving fuel and maintenance costs weren’t incentive enough, the added benefit of being able to safely use mobile technology during commute time may be just the ticket needed to let someone else do the “driving.”</p> <p>Check out www.commuterchoice.com to see the mass transit options near you!</p> 	<p>A Pledge to Drive Focused</p> <p>Whether it’s your children, grandchildren, spouse, parents, dog, cat, neighbors, or good friends, someone is counting on you to get home safely every day. These are the reasons to make a pledge today to drive focused.</p> <p>Take a moment to create a pledge to which you can commit, add a small photo or two of those you care about, sign it and make it visible!</p>

For more about safe and focused driving and to partner with GSA in our efforts to keep drivers safe on the road, visit www.gsa.gov/vehiclesafety

