



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

October 8, 2002

Motion 11550

Proposed No. 2002-0444.1

Sponsors Pelz

1 A MOTION approving the Transit Division Vehicle
2 Maintenance Section Non-Revenue Vehicle (NRV)
3 Program Plan.
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6 WHEREAS, the 2002 adopted budget ordinance includes a proviso requesting
7 that the department of transportation transit division submit a plan for the transfer of staff
8 and budget from the transit nonrevenue fleet replacement fund to the public
9 transportation fund, and

10 WHEREAS, the department of transportation has completed the plan provided as
11 an attachment to this motion;

12 NOW, THEREFORE, BE IT MOVED by the Council of King County:

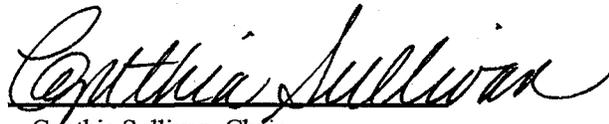
13 The report, Transit Division Vehicle Maintenance Section Non-Revenue Vehicle
14 (NRV) Program Plan, Attachment A to this motion, is hereby approved.

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Motion 11550 was introduced on 9/16/2002 and passed by the Metropolitan King County Council on 10/7/2002, by the following vote:

Yes: 12 - Ms. Sullivan, Ms. Edmonds, Mr. von Reichbauer, Ms. Lambert, Mr. Phillips, Mr. McKenna, Mr. Constantine, Mr. Pullen, Mr. Gossett, Ms. Hague, Mr. Irons and Ms. Patterson
No: 0
Excused: 1 - Mr. Pelz

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON


Cynthia Sullivan, Chair

ATTEST:



Anne Noris, Clerk of the Council

Attachments A. Transit Division Vehicle Maintenance Section Non-Revenue Vehicle (NRV)
 Program Plan

**Transit Division
Vehicle Maintenance Section
Non-Revenue Vehicle (NRV) Program Plan**

The 2002 Adopted budget for King County included a proviso directing the transfer of \$937,453 and eight FTEs from Fleet Administration to the Transit Division for Transit NRV fleet operating expenses and staffing. The proviso required that a plan be presented describing cost savings and how the work will be accomplished consistent with Transit Division work rules.

Overview

This document provides an outline for how Transit will be maintaining NRV's at the same cost as experienced by Fleet Administration. Though the number of FTE's and workload remain unchanged, the new local Local 587 contract includes a provision that reduces the opportunity for staff turnover. Information on vehicle usage, performance and maintenance will be maintained by the fleet management system currently in place in Vehicle Maintenance. It is expected that there will be no change in the quantity or quality of information reported by Vehicle Maintenance on this fleet.

This document details how Vehicle Maintenance will proceed with the management of NRV fleet maintenance and meet the same operational costs as Fleet Administration.

Staffing, Training and Local 587

Transit and Local 587 successfully negotiated a revision to the number of annual 'picks' in the NRV shop. The reduction from three to one annual picks will reduce turnover in the non-revenue vehicle shop, resolving issues associated with training and productivity. This change was a significant concession by Local 587 and was made on the assumption that the function would transfer to Transit.

The following is a list of training necessary for NRV shop technicians to achieve and remain current with changing automotive technology.

- Proficiency with Ford, GM and Chrysler manufacturers as necessary.
- Proficiency with Automotive Service Excellence (ASE).
- Specific training on computerized diagnostic and shop support equipment.

Training employees has been challenging given the employees ability to move in and out of the non-revenue vehicle shop. The employees are part of Local 587

which has historically been successful in negotiating the ability for employees to 'pick' work assignments three times a year. This contract provision has resulted in a significant amount of staff turnover in the non-revenue vehicle shop making it difficult to invest time and resources to provide additional training.

Warranty Recovery

NRV Group staff will continue to work with the Original Equipment Manufacturers (OEMs) to ensure that the County meets their warranty terms and conditions. We are reviewing our internal procedures for processing warranty work. For 2001, warranty reimbursements collected by Fleet Administration for the Transit non-revenue vehicles totaled \$16,467.

In the event that an agreement can not be worked out with the OEMs, Transit will review work plans to determine the impacts of not performing warranty related activities in the non-revenue vehicle shop.

Information Management

Non-Revenue vehicles assigned to the Transit Division will be managed within the existing Vehicle Maintenance fleet management (M4) software system. This is the same software system that Transit uses to manage the maintenance and record keeping of the bus fleet. Preventive maintenance (PM), unscheduled maintenance, work history and the parts inventory are integrated in this system. By adding this fleet to our database, there is no additional cost to the County since we are able to include NRV within our broad software licensing agreement.

Preventative Maintenance

The Vehicle Maintenance Section will use the currently established preventative maintenance schedules to maintain the NRV fleet. Any changes made to the existing maintenance frequencies will only be implemented at the recommendation of the vehicle manufacturer.

Vehicle Maintenance Expense & Staffing

The staffing of the Transit Non-revenue vehicle function is not anticipated to change. While under the management of Fleet Administration, dedicated staffing totaled 8. This represented a supervisor, an administrative staff support, a mechanic lead, 4 mechanics and a parts specialist. This is the staffing that transferred to Transit with this function. The non-revenue vehicle function transferred to Fleet Administration in 1998, the staff were members of the

Amalgamated Transit Union – Local 587 that represents a majority of the staff in the Transit Division. Members of this work group will continue to be represented by Local 587 as this function returns to Transit. Management and administrative positions will be transferring to Transit.

Vehicle Maintenance will use the same maintenance standards as Fleet Administration and there is no expectation to change the staffing levels unless there is an increase in the workload, vehicle complexity or a Federal mandate that increase the maintenance levels. We anticipate that performance and cost will be the same as the levels achieved by Fleet Administration.

Vehicle Replacement Policy

The Vehicle Maintenance Section will continue to use the presently established criteria for vehicle replacement. In 2003, Vehicle Maintenance will review replacement guidelines to determine if any changes are advised. The current replacement schedule is as follows:

General-purpose automobiles	80,000 miles
General-purpose pickups	100,000 miles
Vans	100,000 miles
Police patrol/traffic cars	90,000 miles
Police patrol/traffic cars (CNG)	100,000 miles

Users of the vehicles provide the NRV shop an odometer reading at the end of each month. This information is used for vehicle replacement planning, preventative maintenance and other scheduled work.

Although vehicle mileage and age are the primary factors in determining vehicle replacement, other factors can influence the decision, including: recent accident damage, excessive on-going maintenance cost, technological obsolescence, parts availability, vehicle safety and excessive downtime.

Off-road vehicles and specialty equipment will be replaced when economically (end of useful life) or operationally justified. The NRV Group will prepare an analysis of the cost of repair versus the cost of replacement to determine the best plan of action.

A plan for vehicle replacement will be developed and updated annually. The plan will be the basis for the annual appropriation requested for vehicle replacement. The actual status of each vehicle will be reviewed prior to any recommendation for replacement.

New Vehicle Procurement

Additions to the non-revenue vehicle fleet will be specifically identified and included in the annual proposal for Transit Capital Outlay .

Closure of existing Transit Non-Revenue Vehicle Fund

All non-revenue vehicles will be owned by the Public Transportation Fund. All purchases of non-revenue vehicles (expansion and replacement) will be funded by the Public Transportation Fund at the time of acquisition. A separate, revolving fund under the management of Fleet Administration will no longer be required. Subject to the approval of the King County Council, the existing Transit Non-Revenue Vehicle Fund (#000005431) will be closed in 2003 and any remaining fund balance will be returned to the Public Transportation Fund which was the source of the original payments.