

## REQUEST FOR BOARD ACTION

### HENDERSON COUNTY BOARD OF COMMISSIONERS

**MEETING DATE:** January 5, 2009

**SUBJECT:** Vehicle Assessment Policy

**ATTACHMENTS:** Yes

1. Regular Vehicle Scorecard - Sample
2. Patrol Vehicle Scorecard - Sample

#### SUMMARY OF REQUEST:

Recently, the Board of Commissioners' has had discussions regarding the most appropriate method to determine when vehicles in the County's fleet should be scheduled for replacement. Staff has, for a number of years, been using a point system to determine which vehicles should be replaced during budget deliberations. With this system, points are assigned based on 4 factors: age of vehicle, repair costs, type of service, and mileage of vehicle. Staff has made improvements to this ranking system a couple of times over the years as appropriate. One such change to the procedure came after the Board of Commissioners directed that patrol vehicles should be replaced at 60,000 miles in September 2006, based on the North Carolina Highway Patrol standards. To accommodate this, staff simply adjusted the mileage points assigned for patrol vehicles (see tables below).

Staff proposes utilizing a new benchmark for patrol vehicle mileage based on our recent contact with the North Carolina Highway Patrol. The Highway Patrol currently uses a 75,000 mile standard for replacement of their patrol vehicles and staff feels that it is appropriate to utilize this standard as well and recommends the use of this standard for replacement of patrol vehicles in the upcoming budget process. The following tables outline the process that staff uses to ascertain which vehicles should be replaced each budget year (incorporating the new 75,000 mile standard for patrol vehicles).

Age:	1 point for every year of vehicle age
Repair costs:	1 point for every \$1,000 in repair costs
Service:	2 points for average use, 4 points for daily use, 5 points for emergency use
Mileage:	a. Regular Vehicles – 1 point per 10,000 miles of estimated year end mileage b. Patrol Vehicles – 1 point per 3,750 miles of estimated year end mileage

A replacement priority level is then assigned to the vehicle based on the total number of points calculated. The current points for each priority are as follows:

<u>Priority</u>	<u>Points</u>	<u>Determination for replacement based on total points</u>
5	< 14	Excellent condition; does not qualify for replacement
4	15 – 19	Good condition; does not qualify for replacement
3	20 – 24	Fair condition; may qualify for replacement
2	25 – 29	Poor condition; needs replacement
1	30 >	Unsafe; needs replacement

Attached, for your review, are the actual spreadsheets that staff uses to assess vehicles for replacement during the budget process.

**BOARD ACTION REQUESTED:**

Staff requests that the Board of Commissioners review the procedures that staff uses in budgeting for replacement of vehicles and make any suggestions or provide direction as desired. Further, staff recommends that the Board establish the 75,000 mile standard for patrol vehicles as suggested by staff.

**Suggested Motion:**

*I move approval of the assessment policy as presented, including the 75,000 mile standard on patrol vehicles as appropriate within the assessment system.*

FY 2009-10 BUDGET  
VEHICLE REPLACEMENT PROGRAM  
Regular Vehicles

ORG NUMBER	DEPARTMENT	Vehicle ID #	Vehicle Proposed for Replacement							Points					Replacement Priority
			Year	Make	Model	Current Mileage	Year-End Mileage	Repair Costs	Type of Service	Year	Mileage	Cost	Service	Total Points	
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1

Priority	Points	Determination for replacement based on total points:
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3	20 - 24 points:	Fair condition; may qualify for replacement
2	25 - 29 points:	Poor condition; needs replacement
1	30 > points:	Unsafe; needs replacement

Points Legend

- Year: 1 point per every year of vehicle age
- Mileage: 1 point per every 10,000 miles of year end mileage
- Cost: 1 point per every \$1,000 in repair costs
- Service: 2 points for Average Use, 4 points for Daily Use, 5 points for Emergency Use

**FY 2009-10 BUDGET  
VEHICLE REPLACEMENT PROGRAM  
Patrol Vehicles**

ORG NUMBER	DEPARTMENT	Vehicle ID #	Vehicle Proposed for Replacement							Points					Replacement Priority
			Year	Make	Model	Current Mileage	Year-End Mileage	Repair Costs	Type of Service	Year	Mileage	Cost	Service	Total Points	
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
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							-			2010	0	0.0		2010.0	1
							-			2010	0	0.0		2010.0	1
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Points Legend

Year: 1 point per every year of vehicle age

\* Mileage: 1 point per every 3,750 miles of year end mileage

Cost: 1 point per every \$1,000 in repair costs

Service: 2 points for Average Use, 4 points for Daily Use, 5 points for Emergency Use

\* Note: For patrol vehicles, a 75,000 mile replacement policy is used pursuant to Highway Patrol standards.