

The Fleet Express

A quarterly publication for Agency Transportation Officers



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Meet the New OFMS Director and Fleet Services Manager

The Office of Fleet Management Services is excited to announce the appointment of a new Director and Fleet Services Manager.

Michael Bisogno has been appointed Director of OFMS. As the former OFMS Fleet Services Manager, he has been an integral part in the re-engineering efforts at fleet. Prior to serving for the Commonwealth, he worked for Tecom Fleet Services as the Assistant Fleet Administrator for the VMCC. Michael comes to us with an extensive background in the retail automotive repair field. Michael holds a Bachelors degree in Business Administration from the University of North Carolina Wilmington.

Kevin Crain has been hired to fill the Fleet Services Manager position. Kevin comes to us from All Star Fleet Services where he has been for just over two years and has managed the VMCC for the past year. Previously he served for nearly 25 years in the United States Air Force. His 27 plus years in fleet maintenance includes experience as a heavy equipment mechanic, service manager, fleet manager and VMCC Project Manager. He has an Associates Degree in Maintenance Production Management, holds an ASE Service Consultant Certification and has four ASE Technician Certifications

Lease Rate Refresher

We all need a “refresher” from time to time on subjects...here is a short refresher on the OFMS Lease Rates. At the beginning of FY09, the Office of Fleet Management Services changed our Lease Rates to save our customers money and make the lease rates more consistent with normal business practices.

Here are the key points to remember about the structure of our monthly lease rates:

- Model years 2004 and older are charged \$0 for capital recovery costs and \$127.32 for operating costs.
- Model years 2005 – 2008 are the same pre-FY09 rates. These rates are a combined (capital and operating costs) rates based on the type of vehicle:
 - Compact:\$221.50
 - Mid-size: \$257.00
 - Full-size: \$305.50
 - Minivan: \$367.50
 - SUV: \$367.50
- Model years 2009 and newer are charged the \$127.32 for operating costs and a capital recovery cost, based on the cost of the vehicle (see attached schedule).

If you have any questions please contact the OFMS Business Manager, Carl Loveland at Carl.Loveland@dgs.virginia.gov or 804-367-4352.

FROM THE DIRECTOR:

TIPS FROM THE VMCC

In recent months, the trend to charge maintenance or repairs to the Voyager card has increased. It is our recommendation that the driver remove their cards from the key pouch before they hand their keys to the repair facility. This will help deter any unnecessary charges to their Voyager account. Please remind your drivers that the VMCC handles all aspects of the repair, from setting up the appointment to payment for repairs.



Accident Cost Responsibility and Insurance

All OFMS vehicles which you lease are automatically insured for liability by the Division of Risk Management. This insurance is in place to cover the third party in the event the state driver is found out fault in an accident. This insurance does not cover damages to the OFMS vehicle.

It is important to remember that OFMS policy places responsibility for vehicle damage costs on the leasing agency for both accidents where the state driver is at fault, as well as what we have traditionally referred to as incidents. In those cases where a third party driver is found at fault OFMS still has responsibility to handle those claims against the third party or their insurance company.

How does this impact your agency? If one of your employees totals or damages a vehicle, the agency will be billed for the repair costs or the vehicle in the event the vehicle is beyond economical repair. The same holds true for incidents such as hitting a deer, vandalism, etc.

In today's budget environment your agency faces significant liability if a newer vehicle is damaged. The Division of Risk Management offers a program called CarCare which can minimize your

financial risks when a vehicle is damaged or totaled through other than a third party. For more information on this program you may call 804-786-3152 (select option 2).

Winter Maintenance

As most of you have noticed, winter has arrived in Virginia as well as the rest of the country. The following paragraphs will remind you of some vehicle care associated with the harsh winter weather we are sometimes faced with in Virginia. While this information is nothing new, it serves as a reminder affording you information necessary to prepare for the worst case scenario. This will ensure you are prepared to safely travel during this time of year.

How easy does your vehicle start in the morning? A battery has 15 percent less power at 32 degrees than it does at 80 degrees. While most batteries these days are maintenance free and require no additional water, there are a few things you can do to ensure proper operation even if without knowing anything about automotive maintenance. While you have the hood raised checking your fluid levels, perform a visual inspection of your battery.

Does it contain any corrosion in the form of a white or yellowish powder? Does your engine sound like it is moving in

slow motion when you turn the key to start your car?

Windshield washer systems should always be filled with an approved fluid and never just water. This is especially important in the winter when water alone will freeze and cause extensive damage to the washer system. Additionally, it is a good idea to visually inspect your wiper blades. They should be pliable, never torn and should not streak the window or make excessive noise during operation on a wet windshield.

Tires should have sufficient tread depth to dissipate water and snow to ensure maximum traction. As you have probably heard before, place a penny in the tread at different points. If you can see the top of Lincoln's head then your tires are legal. They should not have excessive cracks or have any wires protruding. Proper air pressure will also ensure maximum traction and safety.

If any of these conditions exist on your vehicle, please contact the VMCC at 866-857-6866 to schedule vehicle servicing.

If you have any questions or would like additional information on this subject, please contact the OFMS Fleet Services Manager, Kevin Crain at 804 367 6982 or kevin.crain@dgs.virginia.gov.

OFMS Rate Schedule

January 8, 2010

OFMS monthly lease rates are developed to recover actual vehicle purchase and operational costs. Capital purchase costs include the actual cost of the vehicle and interest charges over the life of an 84 month installment purchase. Operational costs include, acquisition, management, service, and 24 hour call center costs.

Model Year	Make	Model	Total Monthly Rate
Model Year 2009			
2009	Chevy	Cobalt	\$297.61
2009	Chevy	Colorado	\$289.68
2009	Chevy	HHR	\$328.16
2009	Chevy	Impala	\$344.36
2009	Chevy	Silverado	\$371.60
2009	Chevy	Uplander	\$331.86
2009	Dodge	Charger	\$405.88
2009	Dodge	Caravan	\$362.29
2009	Dodge	Durango	\$413.49
2009	Ford	E-150	\$324.01
2009	Ford	Escape	\$355.93
2009	Ford	F-150	\$332.78
2009	Ford	F-250	\$418.97
2009	Ford	Fusion	\$314.42
2009	Honda	Civic (Hybrid)	\$390.92
Model Year 2010			
2010	Ford	Crown Vic	\$420.94