



**U.S. General Services Administration**

# GSA Fleet

**GSA Fleet Overview  
Summer RTOC Meeting  
Indio, CA.  
July 30, 2014**

**Chris Bross  
Director, GSA Fleet, R9  
[chris.bross@gsa.gov](mailto:chris.bross@gsa.gov)**

# **GSA Fleet Mission**

To provide safe, reliable, low cost vehicle solutions assisting our customers to effectively and efficiently meet their mission requirements.

## Fleet – Central Office Structure

- National Fleet Director
- Division Directors
  - Automotive
  - Operations
  - Acquisition and Remarketing
  - Business Operations
  - Systems

## Fleet - Region 9 Internal Structure

- Director
- Chief of Support and Operations
- 4 Fleet Management Centers (FMC)
- Acquisition and Remarketing Group
- Business Operations

## GSA Fleet National (International)

- Over 217,000 vehicles
- International Operations
- Revolving Fund
- Rely on the Commercial Sector



## Our services include:

- Web-based services
- Maintenance management
- Accident management
- Vehicle remarketing (public auctions)
- Operational support

# GSA Fleet Drive-Thru

<http://drivethru.fas.gsa.gov>

- Reports Carryout
- CRASH
- Mileage Express
- PM Express \*
- GORP
- VCSS \*
- Speed Pay
- FAST Reporting
- Fuel Reports

The screenshot shows the GSA Fleet Drive-Thru website. At the top, there is a navigation bar with icons for Home, Application Access, Fleet Solutions, About Fleet, Fleet News, FAQs, and Contact Us. Below this is a large banner image of a silver SUV. To the right of the image, the text reads: "GSA FLEET DRIVE-THRU", "Real Time Vehicle Data", "The Key to Driving Your Mission", and "Analyzing Your Reports". Below the banner is a link "CLICK HERE TO FIND FUEL" with a fuel pump icon. The main content area is divided into three columns: "Applications Access" (listing CRASH, Customer-Driven Data, GSA Replacement Vehicles, Mileage Express, Reports Carryout, Speed Pay, VCSS - WebBill, Defensive Driving Course, and FTP Monthly Mileage Upload Tool), "What's New" (with a quote "To stop scrolling, mouse over text" and information about Vendor & Customer Self Service (VCSS) Training Materials and Reference Guides), and "Vehicle Operator Orientation Videos" (with a video camera icon and a link to access orientation videos). At the bottom, there is a USA.gov logo and a disclaimer: "This is a U.S. Federal Government computer system 'FOR OFFICIAL USE ONLY' and is subject to monitoring. No expectation of privacy can be assumed. Unauthorized activity may result in disciplinary action including criminal prosecution." The last updated date is December 21, 2011.

## Fleet Solutions

- Advanced Vehicle Technologies
- Commercial Leases
- Short Term Rentals
- GSA Fleet Drive-Thru
- Fuel and Maintenance Management
- Inventory Management Services
- Safety Program – Free Online Defensive Driver Training

# Vehicle Acquisition

- Purchase (GSA Automotive)
- 751 Schedule (commercial lease)
- <http://www.gsaelibrary.gsa.gov>
- Telephone: 1 (866) 886-1232
- Email: [gsa\\_rental@gsa.gov](mailto:gsa_rental@gsa.gov)
- Web: <http://str.fas.gsa.gov/>

# Maintenance Control Center (MCC)

## 1-866-400-0411



Experienced technicians assist you with obtaining maintenance and repairs in your area

- Vendors must call the MCC **prior** to performing repairs
- MCC must authorize all purchases of tires and batteries, regardless of price
- For weekend or after-hours repairs up to \$500, call Wright Express Customer Service at 1-866-WEX-4GSA or 1-866-939-4472

# Warranty

- ❑ GSA vehicles come with a standard manufacturers warranty of 3 years or 36,000 miles. The warranty includes free roadside assistance (GM, Ford, Chrysler, and Hyundai).
- ❑ Warranty covers the power train and mechanical failures.
- ❑ **Free** roadside assistance is available for most breakdowns by calling the applicable vehicle manufacturer at the following numbers:
  - GENERAL MOTORS - (800) 243-8872
  - FORD - (800) 241-3673
  - CHRYSLER - (800) 521-2779
  - HYUNDAI - (800)243-7766

# Accident Management Center (AMC)

## 1-866-400-0411



Crashes include all accidents and incidents

- Technicians facilitate repair services quickly through the use of approved commercial vendors
- Responsible for repair of all body and glass damage (over \$100)
- Accidents/Incidents must be reported within 24 hours
  - GSA form 91 Motor Vehicle Accident Report
  - GSA form 94 Statement of Witness
  - Police Report



# Acquisition Cycle

*For every season there is a reason...*

**Spring**  
Vehicles Delivered



**Summer**  
Customer Planning



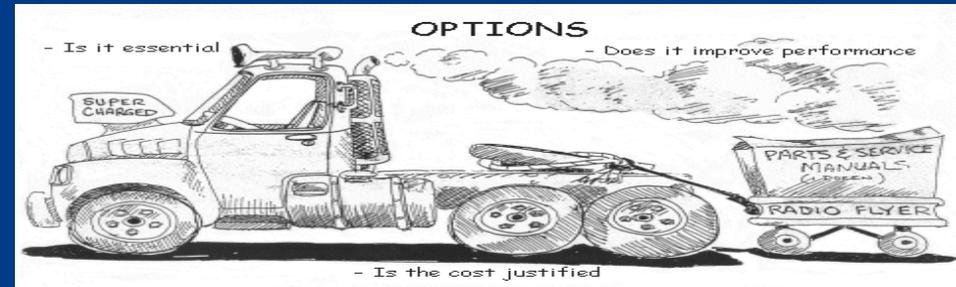
**Winter**  
AFV Orders Placed  
and Reviewed



**Fall**  
AFV Guidance  
Vehicle Contracts Awarded  
Acquisition Package

# Vehicle Acquisition

## Partnering for Success



- How do you define the right vehicle for your agency?
  - It's the right size, the right type, and has the right options
  - Ability to perform the mission most effectively at the lowest cost
- Understand want versus need and preference versus requirements
- Acquisition resources:
  - Your FSR
  - Federal Standards (<http://apps.fss.gsa.gov/vehiclestandards/>)
  - Rate Sheet (<http://www.gsa.gov>) (search: vehicle rates)
  - Autochoice (<http://www.gsa.gov>) (search: autochoice)

# Vehicle Replacement Criteria

## Minimum Guidelines:

- Sedans: 3 years/36,000 miles, 4 years/24,000, 5 year/ any miles, 75,000 miles any age.
- Light trucks 4x2: 7 years or 65,000 miles
- Light trucks 4x4: 7 years or 60,000
- Light trucks (diesel): 8 years or 150,000 miles
- Medium Duty Trucks: 10 years or 100,000 miles
- Other equipment varies

## Federal Management Regulations 102-34.45

- Vehicles to achieve maximum fuel efficiency
- Limit body size, engine size and optional equipment to what is essential to meet mission
- Lease midsize (Class III) or smaller sedans, unless exempt (President, Vice President, Security or highly essential)

## AFV Legislation

- EPAAct 1992
- EPAAct 2005
- E.O. 13423
- E.O. 13514
- NDAA (National Defense Authorization Act)
- EISA 2007 (Energy Independence and Security Act)



# **Fleet Service Representative (FSR)**

## **Your primary point-of-contact (POC)**

- Partnership
- Shared education and training
- Economical and efficient fleet solutions
- Vehicles to meet your mission and budget
- Manage assets and contain costs
- Liaison with agency POC

## **Agency POC Duties and Responsibilities**

- Communicate your agency's needs to your FSR
- Communicate GSA Fleet issues to your organization
- Accurately report monthly mileage
- Timely preventive maintenance (PM) reporting
- Ensure Fleet bill is paid and up-to-date
- Participate in the acquisition and exchange process

## Agency Incurred Expense Policy

- Crash damage when agency is at fault
- Damage resulting from abuse, misuse or neglect
- Vehicle theft
- Unauthorized purchases
- Turn-in damage
- Glass replacement
- Vehicle modifications (mission essential)

## Fleet Profile- Region 9

- Roughly 34,000 vehicles
- Operations in Arizona, California, Hawaii, Nevada, Guam, American Samoa, Korea, Japan, and other Pacific locations
- Total Yearly Miles- 300M
- Total Repair Costs- \$20M
- Total Fuel Costs- \$60M

## DOI - Tribal breakdown- Region 9

- Roughly 577 vehicles
- Roughly 87 customer accounts
- 273 Alternative fuel vehicles
  - 259 E85
  - 14 Hybrid
- Roughly 132 buses

# Tribal access to Fleet Vehicles



**Tribes are only permitted use of GSA Fleet assets when carrying out a BIA or HHS grant that includes authorization for the use of GSA Fleet vehicles.**

- The grant must meet the following requirements:
  1. The number of vehicles required for use by Tribal personnel is predictable and expected to remain constant;
  2. The proposed grant will bear the entire cost vehicle program;
  3. The motor vehicles will not be used on any grant/contract other than that for which the vehicles were provided, unless approved by the appropriate department or agency official;
  4. Prospective grantees do not have or would not expected to have an existing and continuing capability for providing the vehicles from their own resources; and
  5. Substantial savings are expected.

## Tribal access to Fleet Vehicles

- (a) The Indian Self-Determination and Education Assistance Act ISDEAA. As provided in section (13) 102(13) of Pub. L. 103-413 (the Indian Self Determination Act Amendments of 1994), a tribal organization, when carrying out a contract, grant or cooperative agreement under ISDEAA, is deemed an executive agency for purposes of 40 U.S.C. § 501. (See 25 U.S.C. § 450j(k)). **Additionally, if the self-determination contract contains a provision authorizing interagency motor pool vehicles and related services, as provided in Section 103 of the Indian Self-Determination Act Amendments of 1994, the tribe or tribal organization is eligible to use GSA Fleet motor vehicles and related services, if available (See 25 U.S.C. § 4501.)** Authorization to use GSA sources of supply under the authority cited in this paragraph does not include purchases for resale unless the contract, grant, cooperative agreement, or funding agreement authorizes such activity. Information on the authority for resale must be provided to GSA, and based on that information, GSA must concur.

## Tribal access to Fleet Vehicles

➤ Example authorization language:

**Sec. 8. Use of Leased GSA Vehicles.** The Tribe must submit a justification stating how the vehicle(s) will be utilized to carry out the objectives of the contracted program. The BIA will add a statement under Section B – **Statement of Work approving the use of funds and/or permitting the use of a GSA vehicle under the specific contracted program.** The Tribe is responsible for making the monthly lease payments to GSA timely. The vehicle(s) are to be used solely to meet the objectives of the contracted program and for no other purpose. The vehicle(s) are to be returned to GSA prior to the agreement expiration date or when no longer needed under the contracted program.

## Department of Interior Fleet Team

- Rebecca Rivera – Arizona FMC Manager
  - 602.379.6656 or at [rebecca.rivera@gsa.gov](mailto:rebecca.rivera@gsa.gov)
- Tom Placencio – DOI Team Lead/Senior FSR
  - 520.429.2768/[thomas.placencio@gsa.gov](mailto:thomas.placencio@gsa.gov)
- Virgil Bushman – DOI FSR
  - 928.524.3973/[virgil.bushman@gsa.gov](mailto:virgil.bushman@gsa.gov)
- Len Bileti – DOI FSR
  - 805.735.7637/[leonard.bileti@gsa.gov](mailto:leonard.bileti@gsa.gov)
- Tyler Panush – DOI FSR
  - 619.696.2873/[tyler.panush@gsa.gov](mailto:tyler.panush@gsa.gov)

Questions?