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To: Carmine Rivetti, DCAS External Affairs  
From: Keith T. Kerman, Deputy Commissioner  
Date: January 30, 2018  
RE: Local Law 41: Report on NYC Car and Fleet Share

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Attached is a report on the City's car and fleet share efforts as required by Local Law 41 of 2015. This is the second report that DCAS has been required to submit in compliance with this law. The sections are ordered as outlined in the law.

Thank you.

Cc: Suzanne Lynn, DCAS Counsel  
Sherry Lee, Chief of Staff, Fleet

# NYC Car and Fleet Share

## 1. Summary and Evaluation

Since 2012, NYC Fleet at DCAS has implemented a car and fleet share program. This is one of the largest such programs in the United States. The program to date has been implemented through a contract with Zipcar. Goals of the program include:

1. Expanding access to pooled City vehicles to as many authorized fleet operators as possible.
2. Developing new types of usage reporting for fleet.
3. Providing convenient short term access to vehicles without the need to assign permanent fleet units.
4. Reducing the size of the City's pooled non-emergency light duty fleet.

The City's program is divided into two components:

- 1) **Car share:** Through car share, agencies have access to private Zip rental cars under the same rules as the general public. The City however pays less than other customers with a current hourly fee of \$6.25. A private Zipcar member could expect to pay \$8 to \$10 per hour or more. Currently, there are 193 separate agency or division accounts for car share through Zip car, including sub-accounts at DOT. A list of accounts and expenditures is below. *There were 95 agencies or divisions that used their accounts in CY17 compared to 55 in the last report, a 72% increase.*

Car share enables agency staff to access vehicles for short term needs without requiring a City owned fleet assignment. Car share has supported new initiatives and programs thus reducing the need for additional fleet vehicles and has also helped agencies scale up during short term emergency events including snow storms. *On average, all City accounts spent \$149,000 per month on car share services in CY17. This was an increase of over 98% from \$76,000 per month from last year's report. A breakdown of expenses by agency is provided below.*

- 2) **Fleet share:** Through Fleet Share, Zipcar's sharing technology called Fast Fleet is installed on City owned vehicles. This allows the City to use fully marked and officially licensed vehicles, unlike the private Zipcars, while also sharing and pooling them. The City currently has 764 vehicles installed with Fast Fleet sharing technology and the replacement Local motion technology. A breakdown by agency is provided below. *In the last year, we expanded the number of Fast Fleet units by 57 units or 8% with plans to further increase to 1,000 in 2018. The majority of these were our first 50 citywide shared units, all electric GM Bolts.*



In general, the car and fleet share initiatives have been successful. The City has offset over 280,000 vehicle hours a year to private share cars thus reducing use of City owned units. The City has also begun the process of creating a shared culture for City vehicles, emphasizing the fulfillment of specific transportation needs as opposed to control over fleet units. ***Over 5,600 employees are participating in either car or fleet share currently.*** There is certainly much more work to do in this area but we have made an important start.

At each agency, DCAS, agency and Zipcar fleet staff have conducted training sessions for employee fleet operators to explain how to enroll and access shared cars online.

## 2. Recommendations

The current Zipcar contract will expire in mid-July 2018. ***DCAS issued a new Request for Proposals (RFP) in January 2017 and is in the final stages of awarding a new long-term contract.*** Among changes we are planning for the new contract:

- The ability to integrate data from car and fleet share into the City’s existing Fleet Management System called NYC Fleet Focus.
- The ability to produce safety reporting on items such as speeding, seatbelt use, and braking from the Fleet Share systems. DCAS has implemented this type of reporting on City fleet vehicles but would like to avoid the need to implement duplicative tracking systems on the same vehicles.
- The ability to return shared vehicles to different locations than where the unit was picked up. This is not currently a feature of our share program.
- Implementation of cross-agency sharing for City Fleet units. Currently, all shared City Fleet units are shared within and not across agencies. *As part of this effort, DCAS implemented in 2017 the City’s first Citywide Shared Fleet of 50 all electric Chevy Bolts.* Through the new contract, one website will be used to manage all share vehicles from all agencies, furthering the ability to do cross-agency sharing.
- Ensuring that agencies are not limiting unnecessarily the pool of employees that can access shared cars, thus limiting the benefits of sharing.
- Ensuring that shared systems are protected against outside hacking and that there are backup and contingency protocols for emergency events such as power blackouts.
- Expanding the total number of fleet share units to at least 1,000 and looking at areas outside of light duty non-emergency fleet units where this type of technology can be used. A pilot with garbage trucks has begun at NYC Parks.
- Implementing the fleet reduction efforts called for in the OMB November Budget plan which will emphasize fleet and car share.

## 3. Agency Data

Please see below.

### A. Zip Car usage by account and expenditure

Account	CY2017 Total
NYC.gov - Administration for Child Services	\$979,454.09

NYC.gov - Board of Corrections	\$328.43
NYC.gov - Board of Elections, Bronx	\$4,683.55
NYC.gov - Board of Elections, Brooklyn	\$4,877.27
NYC.gov - Board of Elections, GO	\$1,766.16
NYC.gov - Board of Elections, Manhattan	\$0.00
NYC.gov - Board of Elections, Queens	\$3,507.53
NYC.gov - Board of Elections, Staten Island	\$3,417.32
NYC.gov - Board of Standards and Appeals	\$279.49
NYC.gov - Bronx Borough President	\$0.00
NYC.gov - Brooklyn Borough President	\$0.00
NYC.gov - Business Integrity Commission	\$0.00
NYC.gov - Campaign Finance Board	\$0.00
NYC.gov - City Council	\$0.00
NYC.gov - Civilian Complaint Review Board	\$50.00
NYC.gov - Council on the Environment	\$0.00
NYC.gov - DCAS Administration	\$930.63
NYC.gov - DCAS Asset Management	\$3,812.59
NYC.gov - DCAS Energy Management	\$3,108.39
NYC.gov - DCAS Fleet	\$4,386.20
NYC.gov - DCAS General Counsel	\$0.00
NYC.gov - DCAS Human Capital	\$0.00
NYC.gov - DCAS IT	\$1,127.63
NYC.gov - DCAS OCP – BQA	\$0.00
NYC.gov - DCAS OCP	\$0.00
NYC.gov – DCP	\$2,787.30
NYC.gov - DCP Resiliency	\$0.00
NYC.gov – DEP	\$0.00
NYC.gov - DEP HRO	\$47,523.26
NYC.gov - DEP MSO	\$1,817.76
NYC.gov - Department for the Aging	\$0.00
NYC.gov - Department of Buildings	\$12,957.53
NYC.gov - Department of City Planning	\$0.00
NYC.gov - Department of Cultural Affairs	\$0.00
NYC.gov - Department of Design and Construction	\$0.00
NYC.gov - Department of Finance	\$0.00
NYC.gov - Department of Homeless Services	\$0.00
NYC.gov - Department of Information Technology & Telecommunications	\$0.00
NYC.gov - Department of Probation	\$0.00
NYC.gov - Department of Small Business	\$0.00
NYC.gov - Department of Youth and Community Development	\$0.00
NYC.gov - DHS – Administration	\$0.00
NYC.gov - DHS - Adult Services, 30th St. - AFIC	\$0.00
NYC.gov - DHS - Adult Services, 30th St. - Intake	\$6,781.68
NYC.gov - DHS - Adult Services, 30th St. - Shelter	\$18,136.65
NYC.gov - DHS - Adult Services, Atlantic Shelter	\$244.14

NYC.gov - DHS - Adult Services, Auburn Shelter	\$695.06
NYC.gov - DHS - Adult Services, Kingsboro Shelter	\$8,549.12
NYC.gov - DHS - Adult Services, Kleinman Residence	\$17,486.66
NYC.gov - DHS - Adult Services, LIFE Shelter	\$0.00
NYC.gov - DHS - Adult Services, Linden Shelter	\$0.00
NYC.gov - DHS - Adult Services, Shelter Ops	\$10,725.68
NYC.gov - DHS - Capacity Planning	\$75,707.04
NYC.gov - DHS - EOPS Unit	\$0.00
NYC.gov - DHS - Family Services, Flatlands Residence	\$0.00
NYC.gov - DHS - Family Services, Jamaica Center	\$0.00
NYC.gov - DHS - Family Services, PATH	\$0.00
NYC.gov - DHS - Family Services, Transitional	\$109,060.90
NYC.gov - DHS - Fleet Administration	\$17,712.19
NYC.gov – DOC	\$0.00
NYC.gov – DOE	\$0.00
NYC.gov – DOHMH	\$74,600.22
NYC.gov – DORIS	\$298.41
NYC.gov – DOT	\$156,599.79
NYC.gov – DSNY	\$0.00
NYC.gov - DSNY BCC	\$0.00
NYC.gov - DSNY BIT	\$1,039.26
NYC.gov - DSNY BPB	\$0.00
NYC.gov - DSNY BRS	\$16,116.84
NYC.gov - DSNY BWD Export	\$0.00
NYC.gov - DSNY Eng Audit	\$91.14
NYC.gov - DSNY Engineering	\$53,210.65
NYC.gov - DSNY Field Ops	\$0.00
NYC.gov - DSNY Fiscal	\$0.00
NYC.gov - DSNY LTE	\$2,919.04
NYC.gov - DSNY Medical	\$0.00
NYC.gov - DSNY Misc.	\$201.89
NYC.gov - DSNY PICA	\$0.00
NYC.gov - DSNY Real Estate	\$153.13
NYC.gov - DSNY SS	\$0.00
NYC.gov - DSNY SSLU	\$0.00
NYC.gov - Economic Development Corporation	\$0.00
NYC.gov - FDNY Bureau of Facilities	\$26.57
NYC.gov - FDNY Bureau of Fire Prevention - Hazard Control Group	\$0.00
NYC.gov - FDNY Bureau of Fire Prevention – Construction, Demolition & Ab	\$0.00
NYC.gov - FDNY External affairs	\$0.00
NYC.gov - FDNY Health Services	\$1,962.44
NYC.gov - FDNY Public Buildings	\$7,552.70
NYC.gov – FDNYEPPG	\$0.00
NYC.gov - Financial Information Services Agency	\$0.00
NYC.gov – GrowNYC	\$4,911.83

NYC.gov - Housing Preservation & Development	\$0.00
NYC.gov - Human Resources Administration	\$2,637.57
NYC.gov - Landmarks Preservation Commission	\$75.00
NYC.gov - Law Department	\$0.00
NYC.gov - Manhattan Borough President	\$0.00
NYC.gov - Mayor's Office - Operations, SCOUT	\$8,909.64
NYC.gov - Mayor's Office - Contract Services	\$0.00
NYC.gov - Mayor's Office - DM Economic Development	\$60.54
NYC.gov - Mayor's Office - DM Strategic Policy	\$89.53
NYC.gov - Mayor's Office - Domestic Violence	\$311.27
NYC.gov - Mayor's Office - General Use	\$2,417.83
NYC.gov - Mayor's Office - IA/UN	\$727.77
NYC.gov - Mayor's Office - Immigrant Affairs	\$0.00
NYC.gov - Mayor's Office - NYC Service	\$0.00
NYC.gov - Mayor's Office - Operations, General	\$113.19
NYC.gov - Mayor's Office - Photo Unit	\$0.00
NYC.gov - Mayor's Office - Special Events	\$0.00
NYC.gov - Mayor's Office - Sustainability	\$0.00
NYC.gov - Mayor's Office of Operations	\$0.00
NYC.gov - Municipal ID	\$43,491.94
NYC.gov - NYC Emergency Management	\$0.00
NYC.gov - NYCERS	\$8,122.52
NYC.gov - Oath	\$0.00
NYC.gov - OEM	\$0.00
NYC.gov - Office of Labor Relations	\$0.00
NYC.gov - Office of Management & Budget	\$0.00
NYC.gov - Office of the Chief Medical Examiner	\$0.00
NYC.gov - Office of the Comptroller	\$0.00
NYC.gov - Parks	\$0.00
NYC.gov - Parks Academy	\$0.00
NYC.gov - Parks Advocate's Office	\$0.00
NYC.gov - Parks AW Management Services	\$0.00
NYC.gov - Parks Capital Projects	\$2,904.47
NYC.gov - Parks Central Forestry	\$107.10
NYC.gov - Parks Commissioner's Office	\$0.00
NYC.gov - Parks EEO	\$0.00
NYC.gov - Parks Freshkills Park	\$8,173.48
NYC.gov - Parks Labor Relations	\$0.00
NYC.gov - Parks MIS	\$6,676.98
NYC.gov - Parks Natural Resources	\$4,411.47
NYC.gov - Parks Planning & Development	\$1,375.04
NYC.gov - Parks Planning & Parklands	\$0.00
NYC.gov - Parks POP	\$1,020.27
NYC.gov - Parks Tree Census	\$21,354.31
NYC.gov - Public Advocate Office	\$0.00

NYC.gov - Queens Borough President	\$0.00
NYC.gov - Small Business Services	\$0.00
NYC.gov - Tax Commission	\$0.00
NYC.gov - Taxi and Limousine Commission	\$0.00
NYC.gov - Transportation	\$0.00
NYC.gov - Veterans Affairs	\$16,267.21
<b>Total</b>	<b>\$1,790,845.29</b>

**B. Fast Fleet Car Sharing on City Owned Vehicles**

**Fleet Sharing Units on City vehicles**

Agency	January, 2017	January, 2018
DEP	158	166
Parks	261	252
DOT	25	33
DOHMH	147	154
GrowNYC	6	3
DSNY	27	27
DCAS	83	129
<b>Total</b>	<b>707</b>	<b>764</b>

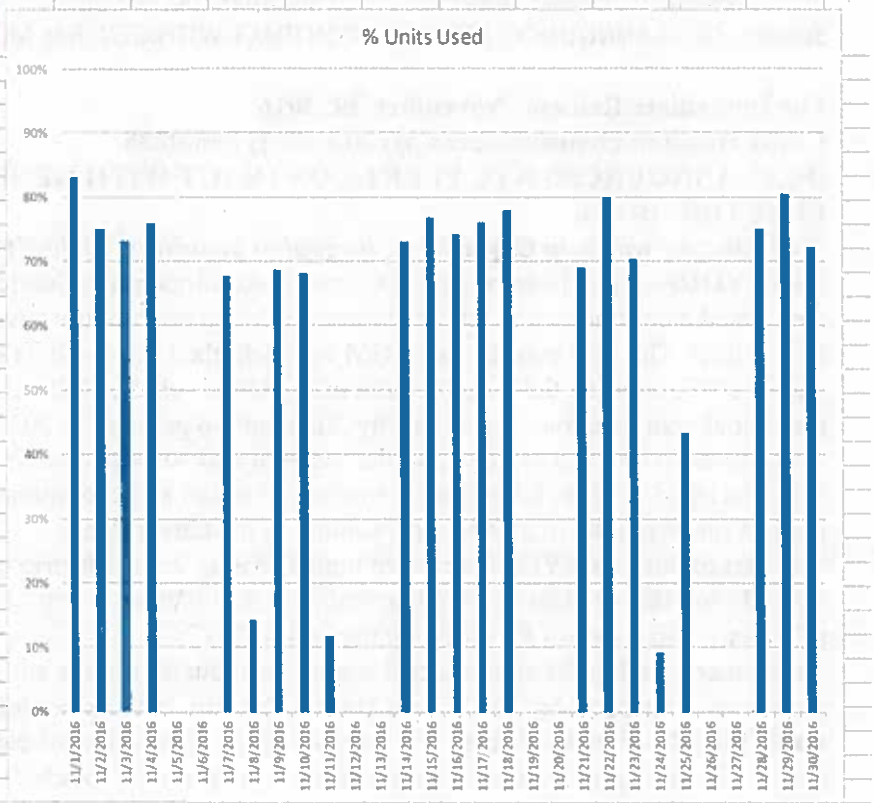
**Car sharing expenses CY17**

DEP	\$124,471.25
Parks	\$206,367.00
DOT	\$20,754.00
DOHMH	\$113,059.00
GrowNYC	\$4,347.00
DSNY	\$20,830.50
DCAS	\$84,366.25
<b>Total</b>	<b>\$574,195.00</b>



### C. Sample Fleet Share Utilization Reporting

Date	# of Units Available	# of Units Used	% Units Used	# of Units Not Used	% Units Unused
11/1/2016	148	123	83%	25	17%
11/2/2016	148	111	75%	37	25%
11/3/2016	152	111	73%	41	27%
11/4/2016	154	117	76%	37	24%
11/5/2016	0	0	0	0	0
11/6/2016	0	0	0	0	0
11/7/2016	152	103	68%	49	32%
11/8/2016	153	22	14%	131	86%
11/9/2016	153	105	69%	48	31%
11/10/2016	153	104	68%	49	32%
11/11/2016	152	18	12%	134	88%
11/12/2016	0	0	0	0	0
11/13/2016	0	0	0	0	0
11/14/2016	153	112	73%	41	27%
11/15/2016	155	119	77%	36	23%
11/16/2016	155	115	74%	40	26%
11/17/2016	155	118	76%	37	24%
11/18/2016	155	121	78%	34	22%
11/19/2016	0	0	0	0	0
11/20/2016	0	0	0	0	0
11/21/2016	155	107	69%	48	31%
11/22/2016	154	123	80%	31	20%
11/23/2016	152	107	70%	45	30%
11/24/2016	152	14	9%	138	91%
11/25/2016	152	66	43%	86	57%
11/26/2016	0	0	0	0	0
11/27/2016	0	0	0	0	0
11/28/2016	152	114	75%	38	25%
11/29/2016	153	123	80%	30	20%
11/30/2016	155	112	72%	43	28%
<b>Total</b>	<b>3363</b>	<b>2165</b>	<b>64%</b>	<b>1198</b>	<b>36%</b>



#### D. DCAS Announcement on Nov. 29, 2016 of Citywide Shared EV Fleet

<http://www.nydailynews.com/new-york/city-orders-50-new-electric-vehicles-municipal-fleet-article-1.2891447>

**Subject: DCAS ANNOUNCES NYC FLEET CONTRACT WITH GENERAL MOTORS (GM) FOR THE ELECTRIC BOLT**

**For Immediate Release: November 29, 2016**

**Cathy Hanson: [chanson@dcas.nyc.gov](mailto:chanson@dcas.nyc.gov) (212) 386-0238**

#### **DCAS ANNOUNCES NYC FLEET CONTRACT WITH GENERAL MOTORS (GM) FOR THE ELECTRIC BOLT**

*New contract will help City achieve its goal of acquiring 1,000 EVs by the end of 2017*

**NEW YORK**—The Department of Citywide Administrative Services (DCAS) today announced that the City has completed a contract with General Motors (GM) to procure the new, all-electric GM Chevrolet Bolt for use in the City's fleet. The new contract with GM will help the City reach its goal of acquiring 1,000 electric vehicles by the end of 2017, creating the largest municipal electric vehicle fleet in the nation. This is part of the City's goal to cut municipal vehicle emissions in half by 2025 and 80 percent by 2035, an aspect of Mayor de Blasio's OneNYC plan, which aims to create a more equitable, resilient and sustainable city.

The all-electric Bolt is larger than a traditional sedan and can operate for 238 miles on a single charge, providing the longest range to date of any electric vehicle in the City's fleet.

"As part of our OneNYC plan we are implementing 2,000 electric cars and reducing emissions in our City fleet," said **Mayor Bill de Blasio**. "We reached over 500 EVs after just one year and the GM Bolt will now play a pivotal role as we make a push for 1,000 by the end of 2017."

"A cleaner City fleet is an important step toward our ambitious and necessary goal of reducing greenhouse gas emissions 80 percent by 2050," said **Daniel Zarrilli, NYC's Senior Director for Climate Policy and Programs and Chief Resilience Officer**. "By expanding the City's fleet of electric vehicles in partnership with GM, New York City is continuing to lead by example as we deliver on our OneNYC goals of delivering a more sustainable, more equitable, and more resilient city."

"NYC already operates the nation's largest EV fleet with over 530 units," said **DCAS Commissioner Lisette Camilo**. "The Bolt will be an exciting addition to our growing zero emissions fleet."

"NYC was one of the first users of the GM plug in Volt and we've been following developments with the Bolt closely", said **NYC Chief Fleet Officer and DCAS Deputy Commissioner Keith T. Kerman**. "We are thrilled that the Bolt is here and proud to be one of the largest and earliest adopters."

NYC Clean Fleet is part of the Administration's goal to cut municipal vehicle emissions in half by 2025 – and 80 percent by 2035 – the largest such commitment of any U.S. city, making NYC Clean Fleet the most comprehensive and ambitious blueprint for municipal fleet sustainability in the nation. In addition, the City Council passed legislation sponsored by Council Member Costa Constantinides and Council Member Ydanis Rodriguez that would require the City to install at least 25 new electric vehicle charging stations in publicly accessible locations by March 1, 2018 as part of a pilot program.

The City also announced that it is placing its first order of 50 Bolts to be used as part of a new shared fleet initiative to be managed by the Department of Citywide Administrative Services (DCAS). The new units are expected to arrive in spring 2017 and will incorporate fleet sharing technology to enable use by multiple agencies. The Chevrolet Bolt EV includes advanced safety features with forward collision alert, low-speed forward automatic braking, and side blind zone alert with lane change alert. The vehicle is manufactured in the US at Lake Orion, Michigan.

Today's announcement coincides with the City's third annual Vision Zero Fleet Safety Forum at Queens Theatre in Flushing Meadows Corona Parks. As part of the forum, over 400 representatives of private and public fleets, non-profit advocacy groups, and fleet technology vendors come together to discuss ways to improve fleet safety and reduce collisions. The forum has helped launch a number of critical safety initiatives including the truck side-guard program and the fleet ban on use of hands-free devices while driving.

The Bolt joins the Nissan EV Leaf, Toyota Prius EV Prime, and Ford Fusion EV Energi in the NYC Fleet.

**Council Member Costa Constantinides, Chair of the Council's Environmental Protection Committee**, said, "With our citywide Clean Fleet initiative and the largest municipal electric vehicle fleet in the nation, New York is

leading the way on sustainability. This procurement of Chevy Bolts will help us achieve our emissions reduction goal. I look forward to working with Mayor de Blasio and DCAS Commissioner Camilo as we continue to make our city greener.”

“The introduction of the Bolt into the city fleet is a big step toward achieving the City’s emission reduction goals,” said **Council Member Ydanis Rodriguez, Chair of the Committee on Transportation**. “We need to do all we can as a city to mitigate our impact on the environment as a city and the de Blasio Administration has positioned New York City as a global leader in this effort. With some of the most efficient electrical vehicles available on the market today playing a big role in the city fleet, New York City is putting our money where our mouth is as well as familiarizing New Yorkers with vehicles that can have a positive impact on our environment.”

“The City’s decision to feature the UAW built all-electric GM Chevrolet Bolt as a key piece of the campaign to reduce municipal vehicle emissions is very exciting,” said **Julie Kushner, Director of United Auto Workers Region 9A**. “Once again Mayor de Blasio has shown leadership on two vital issues facing our country, climate change, and supporting good middle class jobs. Our members at the UAW-GM Orion Assembly plant in Michigan are proud to know that the cars they build will be making New York a cleaner and more livable city.”

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4. Car sharing organizations

See Section 1 summary.

5. Impact on expenses to the City budget

In total, the City expended \$2.36 million for car and fleet share services in CY17. The agency breakdowns were provided above.

Car and fleet share has the capacity to reduce current costs for in-house fleet units as well as to offset some aspects of fleet expansion related to new programs and initiatives. OMB’s 2016 November plan calls for a Citywide Fleet Optimization initiative to save \$34 million over three years, with car and fleet share a core of the initiative.

See below.

**CITYWIDE SAVINGS PROGRAM**

Description	City Personnel Plan as of 6/30/18 Increase/Decrease)	(City Funds in 000's)			
		2017	2018	2019	2020
<b>Citywide Savings Initiatives</b>					
<u>Citywide Fleet Optimization.</u> Reduce the size of the city's fleet and the number of vehicles rented through expansion of citywide car sharing (FastFleet), and accelerated review of underutilized city vehicles that can be transferred to those agencies with new vehicle needs or retired.		–	(10,000)	(13,000)	(11,000)
<u>Reduction in paper checks.</u> Reduction in the number of paper checks circulating by addressing vendor payments, increasing the number of employees paid via direct deposit and eliminating inter and intra agency checks.		–	(1,000)	(2,000)	(3,000)
<u>Savings to be achieved from a color printing cap.</u> Savings to be achieved from a color printing cap.		–	(1,000)	(1,000)	(2,000)
<b>Subtotal:</b>		–	(12,000)	(16,000)	(16,000)

## 6. Fleet reduction

In 2012 and 2013, the City reduced approximately 10% of the non-emergency light duty fleet. This fleet reduction was tied to the introduction of car and fleet share. Local Law 41 of 2015 called for a 2% reduction in non-emergency light duty units in CY2016. DCAS implemented a 42 vehicle fleet reduction. The law exempts emergency units and also exempts enforcement and inspection units as well as units tied to approved new need programs and initiatives during the term of the law. There are approximately 2,100 units impacted by the law. The list of eligible units is adjusted as fleet agencies code their units in NYC Fleet Focus, the City's fleet management system.

Year 2, CY2017, of the law calls for another 2% reduction in non-emergency light duty units. This reduction coincides with an OMB/DCAS savings initiative to reduce the citywide non-emergency fleet by 10% over 4 years starting in FY18. DCAS is implementing a citywide fleet reduction of 118 vehicles for FY18. The number of units to be reduced by each agency are listed below and reductions to the Mayoral approved fleet size will be implemented. Over the two years, fleet will have reduced 160 or over 7% of the eligible fleet, ahead of the law's requirements.

<b>Agency</b>	<b>FY18</b>
ACS	3
BIC	1
CCHR	1
CCRB	1
DCA	1
DCAS	3
DCP	1
DDC	4
DEP	17
DHMH	3
DHS	4
DOB	7
DOCN	1
DOE	4
DOF/SHERIFF	1
DOI	1
DOITT	1
DOTR	23
DPAR	14
DSNY	8
DYCD	1
FDNY	4
HPD	3
HRA	5
LAW	1
OMB	1
SBS	1
TLC	3
<b>Citywide</b>	<b>118</b>