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May 11, 2016

Common Council
 Administration and Finance Committee
 West Allis, WI

RE: City Provided Vehicles for BINS Inspection Staff

Dear Council Members:

Last summer, the Department of Building Inspection and Neighborhood Services requested a six-month trial program to repurpose former police squad cars as vehicles for inspectors to use while conducting City business. This communication will outline the success of that program and a request to expand it.

In October and November of 2015, BINS received three vehicles from the Police Department. Over the course of the winter, two of the vehicles had mechanical issues, which will be addressed later. The one remaining vehicle was used every day by one of the building inspectors for the six months, and continues to be used without any problems.

Attached is a table to show the mileage and gas use for that one vehicle over the course of the six month trial (Table 1). Over those six months, that vehicle put on 944 miles, and was charged \$157.35 in gas from the municipal lot. If the inspector had used their own vehicle during that time frame, the City would have reimbursed him \$519.21 per the federal mileage rate. When you add in the monthly vehicle allowance of \$25 for each month, this inspector would have been paid \$669.21 over the course of the trial period. The gas charged, compared against the reimbursement the city would have paid, resulted in \$511.86 of savings for the city for that one vehicle over the course of six months.

Table 2 shows what mileage was reported by all other inspectors during this six month period. The other inspectors logged 13,185 miles, resulting in \$8,338.76 in reimbursement charges. Taking a cost per mile average of the gas charges from Table 1, it is estimated that the gas charges would have been \$2,197.94 for the other inspectors. This would have resulted in \$6,140.82 of savings over the trial period for the City. If mileage per month is consistent throughout the year, and you add in the inspector vehicle that was used, this would have resulted in approximately \$13,305.36 of savings for the city over the course of a year. BINS has budgeted \$20,550 in vehicle costs for 2016. If half of that budget was to be used during this

trial period, that results in \$7,919.71 of savings over that six month period, and \$15,839.42 in total savings from the budgeted amount over the course of a full year.

The department was able to save over \$500 in six months on just one vehicle. The other two vehicles that BINS has, have had some mechanical issues that will cost about \$200-\$300 each for DPW to repair. These costs will potentially double to take them to a privately owned auto mechanic. Because we were only in a trial period for the vehicles, I did not pursue the repairs until I had evidence that this program was going to work. I believe that I now have this evidence, and that repairing these vehicles will still provide the City with significant cost savings.

The Police Department recently informed me that they will be retiring 2-3 more cars in the coming month that would be in good enough condition for BINS to use. I would request approval of the Administration and Finance Committee and Common Council to continue this program and to obtain those vehicles for inspection purposes. If requested, I can provide an annual report of costs compared to what mileage would have been paid to make sure we are still making significant savings for the City.

If you have any questions after reading over the attached document, I am more than willing to answer them or provide additional information.

Sincerely,



Ed Lisinski, P.E.

Director

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Table 1
Inspector Vehicle Mileage Rate Vs. Cost of Gas from November to April

	Miles	Rate	Cost	Allowance	Total	Gas Cost
November	126	\$0.58	\$72.45	\$25	\$97.45	\$23.15
December	144	\$0.58	\$82.80	\$25	\$107.80	\$43.62
January	259	\$0.54	\$139.86	\$25	\$164.86	\$41.09
February	174	\$0.54	\$93.96	\$25	\$118.96	\$16.02
March	132	\$0.54	\$71.28	\$25	\$96.28	\$14.04
April	109	\$0.54	\$58.86	\$25	\$83.86	\$19.43
Total	944		\$519.21	\$150	\$669.21	\$157.35

Mileage Cost Paid	\$669.21
Actual Gas Cost Paid	\$157.35
Total Saved	\$511.86
 Full Year Savings per vehicle	 \$1,023.72

Table 2
Mileage for Inspectors Using Own Vehicles November to April

	Miles	Rate	Cost	Allowance	Total
November	1797	\$0.58	\$1,033.28	\$175	\$1,208.28
December	1599	\$0.58	\$919.43	\$175	\$1,094.43
January	2131	\$0.54	\$1,150.74	\$175	\$1,325.74
February	2387	\$0.54	\$1,288.98	\$175	\$1,463.98
March	2552	\$0.54	\$1,378.08	\$200	\$1,578.08
April	2719	\$0.54	\$1,468.26	\$200	\$1,668.26
Total	13185		\$7,238.76	\$1,100.00	\$8,338.76

Gas cost is approximated at \$0.1667 per mile based on Table 1
Gas costs based on above mileage: \$2,197.94

Total savings if other inspectors used city vehicles: \$6,140.82
Total savings over full year: \$12,281.64

Total savings if all inspectors used city vehicles for full year: \$13,305.36