

# Town of Westford

## Fuel Efficient Vehicle Policy

Effective Date: October 1, 2013

**Policy Statement:** In an effort to reduce the town of Westford's fuel consumption and energy costs, the town hereby adopts a policy to purchase only fuel efficient vehicles to meet this goal.

**Purpose:** To establish a requirement that the town purchase only fuel efficient vehicles for municipal/school use whenever such vehicles are commercially available and practicable.

**Applicability:** This policy applies to all divisions and departments of the town.

### Definitions:

**Combined city and highway MPG (EPA combined fuel economy):** Combined Fuel Economy means the fuel economy from driving a combination of 43 percent city and 57 Percent highway miles and is calculated as follows:  $=1/((0.43/City\ MPG)+(0.57/highway\ MPG))$

**Drive System:** The manner in which mechanical power is directly transmitted from the drive shaft to the wheels. The following codes are used in the drive field:

- AWD = All Wheel Drive: 4-wheel drive automatically controlled by the vehicle power train system
- 4WD = 4-Wheel Drive: driver selectable 4-wheel drive with 2-wheel drive option
- 2WD = 2-Wheel Drive

**Heavy-duty vehicle:** A vehicle with a manufacturer's gross vehicle weight rating (GVWR) of more than 8,500 pound

**Guidelines:** All departments shall purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable.

The town will maintain an annual vehicle inventory for all town-owned vehicles and a plan for replacing any non-exempt vehicles with vehicles that meet, at a minimum, the fuel efficiency ratings contained in the most recent guidance for Criterion 4 published by the MA Department of Energy Resources' Green Communities Division (<http://www.mass.gov/eea/energy-utilities-clean-tech/green-communities/gc-grant-program/>).

It is the responsibility of the town to check the Green Communities Division's Guidance for Criterion 4 for updates prior to ordering replacement vehicles.

### Exemptions:

Heavy-duty vehicles are exempt from this policy, examples include: fire-trucks, ambulances, and some public works trucks that meet the definition of heavy-duty vehicles.

Emergency vehicles, passenger vans and cargo vans are exempt from this criterion since fuel efficient models are not currently available. However, the town commits to purchasing fuel efficient police cruisers, passenger vans and cargo vans when they become commercially available. Police administrative vehicles are not exempt from this policy unless they are used for emergency responses.

Leased vehicles are exempt from this policy although the town commits to lease fuel efficient vehicles when practicable.

**Inventory:**

The following information shall be included in a vehicle inventory list and said list shall be updated on an annual basis and provided to the Green Communities Division:

Model	Manufacturer	Model Year	Year/month Purchased	Drive System: 2 WD, 4WD or AWD	GVW	Exempt or non-exempt	MPG Rating	Vehicle Function
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NOTE: Departments/Divisions may use EPA combined MPG estimates or actual combined MPG.

**Fuel Efficient Vehicle Replacement Plan:**

All non-exempt vehicles shall be replaced with fuel-efficient vehicles. Vehicles shall be replaced when they are no longer operable and will not be recycled from one municipal department to another unless the recycled replacement vehicle meets the fuel efficiency ratings outlined in the Policy. In addition, when replacing exempt vehicles, the function of the vehicle will be reviewed for potential replacement with a more fuel efficient vehicle, including a fuel efficient non-exempt vehicle.

The town will review on an annual basis the Vehicle Inventory, along with the Green Communities Criterion 4 Guidance (<http://www.mass.gov/eea/energy-utilities-clean-tech/green-communities/gc-grant-program/>), to plan for new acquisitions as part of planning for the new fiscal year budget.