

1 [Establishment and Administration of Mission/Otis Vehicle Pool.]

2

3 **Resolution authorizing the Director of the Department of Administrative Services to**
4 **establish the Mission/Otis Vehicle Pool, located in the Mission Street and Otis Street**
5 **area of San Francisco, which shall serve the following five San Francisco departments:**
6 **1) the Department of Aging and Adult Services, 2) the Department of Building**
7 **Inspection, 3) the Department of Human Resources, 4) the Department of Public Works'**
8 **Bureau of Construction Management and Bureau of Engineering, and 5) the Planning**
9 **Department; and authorizing the Mission/Otis Vehicle Pool to be administered by the**
10 **Department of Human Services.**

11

12 WHEREAS, The City and County of San Francisco supports good fleet management
13 practices and the pooling of its resources to carry out its business more efficiently; and,

14 WHEREAS, The City and County of San Francisco recognizes that reducing the
15 number of automobiles operated by City departments supports the City's efforts to reduce
16 congestion, minimize emissions, and improve air quality; and,

17 WHEREAS, The City and County of San Francisco supports the use of alternative fuel
18 vehicles for the protection of the environment; and,

19 WHEREAS, San Francisco Administrative Code section 4.12 authorizes the Director of
20 the Department of Administrative Services to establish, maintain, and operate an automobile
21 pool; now, therefore, be it

22 RESOLVED, That the San Francisco Board of Supervisors approves the Mission/Otis
23 Vehicle Pool, to serve over 400 City employees in the following five San Francisco City
24 Departments: 1) the Department of Aging and Adult Services, 2) the Department of Building
25 Inspection, 3) the Department of Human Resources, 4) the Department of Public Works'

1 Bureau of Construction Management and Bureau of Engineering, and 5) the Planning
2 Department; and, be it

3 FURTHER RESOLVED, That the San Francisco Board of Supervisors approves the
4 written regulations that govern the Mission/Otis Vehicle Pool, found in the "Mission/Otis
5 Vehicle Pool Policies and Procedures Handbook," on file with the Clerk of the Board of
6 Supervisors in File No. , which is hereby declared to be a part of the resolution as if
7 set forth fully herein; and, be it

8 FURTHER RESOLVED, That the San Francisco Board of Supervisors authorizes the
9 San Francisco Department of Human Services to administer the Mission/Otis Vehicle Pool,
10 subject to the Mission/Otis Vehicle Pool Policies and Procedures Handbook; and, be it

11 FURTHER RESOLVED, That the San Francisco Board of Supervisors directs the five
12 City departments served by the Mission/Otis Vehicle Pool to transfer 18 automobiles from
13 their jurisdictions to the jurisdiction of the Director of the Department of Administrative
14 Services for use in the Mission/Otis Vehicle Pool in accordance with the Mission/Otis Vehicle
15 Pool Policies and Procedures Handbook; and, be it

16 FURTHER RESOLVED, That the Director of the Department of Administrative Services
17 reduce the total number of vehicles in the vehicle pool by 15%, and that 50% of the remaining
18 vehicles in the vehicle pool be alternative fleet vehicles.

19
20
21
22
23
24
25