



WAIVER REQUESTS

At a minimum, 75 percent of light duty motor vehicles acquired by Federal fleets in major metropolitan areas must be alternative fueled vehicles (42 U.S.C. 13212(b)(1)(D)). Furthermore, Energy Policy Act of 2005 (EPAct 2005) requires Federal agencies to use only alternative fuel in all of its dual fueled vehicles except where the vehicles have received a waiver from the U.S. Department of Energy (DOE) (42 U.S.C. 6374(a)(3)(E)).

For guidance on how to apply for waivers from DOE visit http://www1.eere.energy.gov/femp/pdfs/701_guidance.pdf

Annual Events in Federal Fleet Management

Note these important dates to meet reporting requirements and Federal fleet management goals.

January



Review of General Services Administration (GSA) Fleet Leased Vehicle Orders

Five-day window for agency fleet managers to review and adjust GSA leased vehicle replacement orders. This opportunity can be used to ensure compliance with the Energy Policy Act (EPAct) of 1992 alternative fuel vehicle (AFV) acquisition, Energy Independence and Security Act (EISA) low greenhouse vehicle acquisition, and Executive Order (E.O.) 13423 petroleum reduction and alternative fuel increase mandates. This is not required and no report is due.



Office of Management and Budget (OMB) Transportation Scorecard

Narrative explaining progress towards agency goals and suggestions for new goals is due. AFV acquisition and fuel consumption scores are obtained from FAST (Federal Automotive Statistical Tool) data.

February



Annual Fleet Compliance Report

Report of the agency's compliance with fleet requirements must be posted on the agency's website [the fleet managers should also send a link to the Department of Energy (DOE)]. A hard copy of the report signed by the Secretary must be sent to Congress. Advertisement in Commerce Business Daily is required if the link to the report has changed since the last report.

March



AFV Surcharge Review

GSA fleet totals the AFV and hybrid vehicle incremental cost and compares it with the surcharge collected so far this fiscal year. Suggested adjustments to the surcharge are given to the agency fleet manager. Typically, the adjustment is to cut off the surcharge at an agreed upon date for the fiscal year.

April/May/June



Most GSA Leased Vehicle Orders Arrive

June



EPAct 2005 Section 701 Waivers

Annual alternative fuel use waivers are due. Waivers are requested in the Federal Automotive Statistical Tool (FAST) system. Waivers are required to allow use of petroleum in dual-fueled AFVs in locations that do not have alternative fuel available (within five miles or a 15 minute drive) or where the cost of available alternative fuel is excessive.



OMB Transportation Scorecard

Midyear Report – Narrative explaining progress towards agency goals and development of new goals is due. Data on fuel consumption and AFV acquisitions is repeated from the January report.

June/July



FedFleet Annual Conference

The FedFleet Annual Conference is the best place to obtain current information and instruction specifically tailored to the Federal vehicle manager. Information is available at <http://www.fedfleet.org/>.

August



OMB A-11 Report Closes

Budget estimates of current fiscal year, as well as future fleet operating costs are due. (Input is made in FAST system.)



AFV Surcharge for GSA Leased Vehicles

Agencies set the AFV monthly surcharge amount for GSA fleet leased vehicles effective in the next fiscal year. Every GSA fleet leased vehicle in the agency's fleet pays the monthly surcharge to recoup the incremental cost of hybrid and AFVs.



EISA Annual Report on Renewable Pump Installation at Federal Fleet Fueling Centers

Section 246 of EISA requires Federal agencies to install a renewable fuel pump at every Federal fleet fueling center under their jurisdiction. A report summarizing agency compliance with EISA Section 246 is due annually in August to DOE.

September



FAST Online Training

Training for "Y" level FAST users (typically agency level managers) is conducted. Changes to the system are demonstrated. "Y" level users are then expected to relay this information within their agency.

October



FAST Reporting Opens

Annual input of vehicle inventory, cost, and fuel use data begins. Input provided in FAST provides the data used for the SF72 Vehicle Inventory Report, fleet reports on EPA 1992 AFV acquisition, EPA 2005 alternative fuel use in dual-fueled AFVs, and E.O. 13423 alternative fuel increase and petroleum fuel reduction requirements, and provides a baseline for next fiscal year's OMB A-11 report on cost of fleet operation. FAST data is used to complete the OMB Transportation Management Scorecard and is compiled in the annual GSA and DOE Federal fleet reports. The FAST system remains open until December for this report.

October



GSA Automotive Begins Taking Orders for Vehicle Purchases

GSA fleet begins taking replacement leased vehicle orders. GSA automotive vehicle order desk opens for new vehicle purchase orders. GSA fleet begins obtaining replacement leased vehicle orders from fleets.

November



Hybrid and Alternative Fuel Leased Vehicle Pricing Guide Published

Pricing guide for GSA leased vehicles provides list of available hybrid vehicles and AFVs and their incremental cost.

December



FAST Reporting Closes

System is locked and no further data entry can be made.

Future Requirements



EISA Petroleum Reduction and Alternative Fuel Use Increase Executable Plan

Section 142 of EISA requires each Federal agency to develop a written plan to meet the EISA petroleum reduction and alternative fuel increase requirements. The plan must identify the specific measures and executable actions designed to achieve the agency's projected consumption milestones for each year, and project the petroleum and alternative fuel use resulting from each measure in each fiscal year. The procedure to report has not yet been announced.



EISA Low Greenhouse Gas-Emitting Vehicle Acquisitions

Section 141 of EISA requires the acquisition of low greenhouse gas-emitting vehicles. A report on the progress towards this goal is due annually. The procedure to report has not yet been announced.

U.S. DEPARTMENT OF ENERGY

Energy Efficiency & Renewable Energy

For more information contact:
EERE Information Center
1-877-EERE-INF
(1-877-337-3463)
www.eere.energy.gov



INSTRUCTIONS FOR IMPLEMENTING E.O. 13423

For help in identifying the entities responsible for coordination and oversight of E.O. 13423 visit http://www1.eere.energy.gov/vehiclesandfuels/epact/pdfs/instructions_eo13423.pdf. This document also defines broad strategies for agencies to meet the requirements.

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