

**MULTNOMAH COUNTY, OREGON  
ADMINISTRATIVE PROCEDURE SUS-3**

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**SUBJECT:** Vehicle Idling Reduction

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**PURPOSE:** To protect the public health and the environment by reducing emissions of air toxics by reducing idling of County Fleet and vendor vehicles and save money by conserving fuel and reducing engine wear.

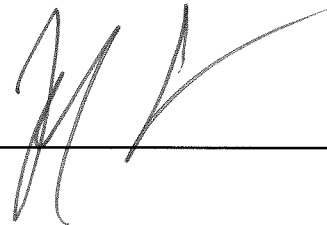
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**ORGANIZATION RESPONSIBLE:** Department of County Assets (Fleet), Purchasing

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**DATE:** July 22, 2011, Jeff Cogen, Chair

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**ORGANIZATIONS AFFECTED:** All County Departments, Multnomah County Vendors and Contractors

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**LEGAL CITATION/ REFERENCE:** Resolution No. 07-073, 2009 Climate Action Plan, 2006 Toxics Reduction Strategy

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**I. POLICY STATEMENT**

Multnomah County has a primary duty of protecting public health, including the quality of air that residents breathe. In 2001, Multnomah County and the City of Portland adopted the Local Action Plan on Global Warming to reduce greenhouse gas emissions, which included commitments to educate employees on fuel-efficient driving practices, such as avoiding unnecessary idling. The 2006 Toxics Reduction Strategy committed the county to implementing "a comprehensive idle reduction program that includes vendors and contractors servicing the city and county" in order to minimize particulate matter and other emissions of concern from county vehicles and equipment.<sup>1</sup> In 2007, the Board of County Commissioners adopted the Benzene Reduction Policy, Resolution No. 07-073, to diminish idling from County Fleet vehicles and commercial vehicles whenever reasonably possible and eliminate topping off at

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<sup>1</sup> City of Portland - Multnomah County Toxics Reduction Strategy, 2006  
[www2.co.multnomah.or.us/jsp/Public/EntryPoint?ch=54372609c4d7c010VgnVCM1000003bc614acRCRD](http://www2.co.multnomah.or.us/jsp/Public/EntryPoint?ch=54372609c4d7c010VgnVCM1000003bc614acRCRD)

County gasoline stations on County premises in compliance with state law.

The principal source of air toxics in Oregon is from automobile exhaust. Currently, atmospheric benzene, a known carcinogen, and other air toxics associated with vehicular idling, are well above safe levels in many Oregon communities. Exposure to these chemicals can cause lung damage and respiratory problems, and also exacerbates asthma and existing allergies.

As part of the County's commitment to public health and air quality, this policy was developed to reduce engine idling in both Fleet vehicles and commercial vehicles operating in the service of the County and on County property. Turning off the engine when not in use will reduce the release of harmful air toxics into the atmosphere. This will enhance environmental quality and reduce health risks.

This policy also has financial benefits. Eliminating unnecessary engine idling improves fuel economy by 3-5% and reduces engine wear and maintenance costs. Further, the average idling truck costs businesses \$2,000 each year.

#### **IV. DEFINITIONS**

- (a) **Idling**: running the vehicle engine at any location while the vehicle is stationary.
- (b) **Air Toxics**: air pollutants known or suspected to cause cancer or other serious health problems. They also may disrupt reproductive processes, cause birth defects and can cause serious environmental and ecological problems. The main source of these air toxics come from trucks and cars, and any sort of burning sources.

#### **V. REQUIREMENTS**

##### **(a) COUNTY FLEET AND COMMERCIAL VEHICLES ON COUNTY PROPERTY**

Effective immediately, Multnomah County employees shall reduce idling time to no more than twenty seconds in all County Fleet vehicles (Res 07-073) unless a public safety issue is present or considered imminent. This policy also applies to all commercial vehicles operating on County property in service to the County.

##### **(b) PROCUREMENT CONSIDERATION**

Effective immediately, and in alignment with the Sustainable Purchasing Policy, PUR-8, the existence of air toxics policies and/or a corporate "no idling" policy by vendors/contractors shall be included as one of the sustainability considerations in procurements above \$5,000.

#### **VI. EXCEPTIONS**

This idling restriction policy shall not apply to:

- i. Police, fire, ambulance, public safety, military, other emergency or law enforcement vehicles, or any vehicle being used in an emergency capacity

- ii. Vehicles that are stopped by traffic congestion, an official traffic control device or signal, or at the direction of a law enforcement official
- iii. Vehicles engaged in an operation for which the engine power is necessary for an associated alternate work function and alternative means cannot be made available. For example, vehicles that must idle to operate auxiliary equipment such as cooling units, pumps, compressors, or lifts
- iv. Vehicles and equipment that are being serviced, where idling is required for diagnosis or repair
- v. Vehicles undergoing state or federal inspection, where idling is required as part of the inspection

## VII. GUIDANCE

### (a) COUNTY FLEET AND COMMERCIAL VEHICLES ON COUNTY PROPERTY

- When stopped for more than 20 seconds, turn the engine off (except in traffic). Idling a vehicle for more than 20 seconds uses more fuel than it would take to restart the engine.
- Limit warm-up idling to 20 seconds. Avoid high speeds and rapid acceleration for the first five miles or so to allow all moving parts of the vehicle to warm up.

### (b) PROCUREMENT CONSIDERATION

#### i. Bids / Competitive Proposal Quotes (CPQ) for goods

Within Multnomah County, goods are typically purchased using a bid for formal procurements and CPQs for intermediate procurements. The selection of vendors based solely on price; therefore sustainability considerations must be incorporated into the specifications. Consideration of an air toxics and/or corporate “no idling” policy may be applicable depending upon the goods being purchased and the circumstances.

#### ii. Requests for Proposal (RFP) / Requests for Intermediate Procurement (RIP)

An RFP or RIP is typically used to purchase services. Sustainability considerations may be included in the evaluation criteria for these types of solicitations.

An air toxics category including a corporate “no idling” policy criterion shall be incorporated into the vendor selection process which reserves 10 percent of evaluation points for sustainable practices. The Purchasing Manager has the discretion to exempt procurements from this requirement when deemed appropriate. Consult the model RFP sustainability criteria found in the Model Language Library and Best Practices Manual located on the County’s Sustainable Purchasing website for additional guidance.

## VII. ROLES AND RESPONSIBILITIES

(a) Fleet Management shall be responsible for incorporating anti-idling education into New Employee Orientation and updating all Fleet procedures regarding fueling and vehicle usage. In addition, staff with fueling access will receive a yearly reminder regarding topping off and idling. Fleet Management will ensure proper instructional signage by June 30, 2013 at:

- i. Loading docks and other areas where there is an increased potential for idling
- ii. Fuel pumps (Do Not Top Off & No Idling)