

Chapter 134. Vehicle & Heavy Equipment Replacement Policy¹

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134.001 Executive Summary²

- (a) This policy integrates previously unwritten policies of Travis County departments with the best policies and recommendations of several state, county, and city governments. It addresses:
- (1) Centralized Data Collection & Dissemination
 - (2) Effective Fleet Maintenance & Repair Program
 - (3) Vehicle/Equipment Replacement Criteria
 - (4) Specifications for New Fleet Purchases
- (b) The data collection & dissemination software package is a vital foundation to all the other components of the policy. The package is installed and being debugged.
- (c) Once on-line, this software package will provide the data to establish an effective maintenance and repair program.
- (d) The policy establishes maximum shop turnaround times of 3 working days for primary (patrol) vehicles, and 7 working days for Secondary vehicles.
- (e) Improvements in the fleet will dictate increased levels of expertise in our mechanics, and may eventually require the need for Master Mechanic Certification. Training funds must be provided to obtain the advanced training this will require.

¹ Chapter 34 was replaced by Travis County Commissioners Court on 3/28/1995, amended 3/30/1999, Item #1, and amended 5/14/2013, Item #26. Chapter 34 was renumbered Chapter 134 on June 1, 2018 (approved May 15, 2018, Item 7). Public Improvements and Transportation Department (PITD) change to Transportation and Natural Resources (TNR) throughout May 29, 2018, Item 8.

² Section 134.001 was amended 3/30/1999, Item #1.

- (f) Replacement criteria are to optimize vehicle life-cycle costs. Off-road equipment and on-road vehicles greater than 1 ton, are considered separately. A comprehensive chart is provided to specify those criteria. Other fleet vehicles are classified as either Primary or Secondary. This policy allows a vehicle to be eligible for replacement at the following times:
 - (1) Primary 60 - 70,000 miles, 3 years, and cumulative repair cost = 50% of initial cost
 - (2) Secondary 75 - 85,000 miles, 7 years, and cumulative repair cost = 50% of initial cost.
- (g) This will be the third of a four year phase-in period. The phase-in period was selected to avoid a large outlay in its early years of operation. The fleet count, reported at 541 last year, was increased by 4 with Commissioner's Court action last year which approved assignment of used pickup trucks to each of the Human Services rural offices. This year's count totals 569. As with the change in last year's count, some of this apparent increase is a result of better accounting rather than an actual increase in the fleet.
- (h) In the event of replacement due to total loss, the Capital Acquisition Reserve shall be used to fund the balance of replacement cost, after the payment of actual cash value from the Self-Insured Risk Fund.

134.002 Travis County Vehicle/Heavy Equipment Replacement Policy³

- (a) Overview. The purpose of this document is to continue a comprehensive Vehicle/Equipment Replacement Policy in Travis County. The policy it establishes takes into account the need for any program which Travis County undertakes to be both financially sound and economically prudent. In addition, it recognizes the need for all County vehicles to be reliable and available for use to carry out the County's many and varied services to its constituents.
- (b) An integral and complementary component of this policy is the requirement for an effective County-wide Fleet Maintenance Program which encompasses both preventative maintenance and cost effective and timely repair for those vehicles which are in need of unscheduled service.
- (c) This policy further recognizes the need to expeditiously replace total loss vehicles and heavy equipment in order to maintain a department's productivity. The Self-Insured Risk Fund pays the actual cash value (original vehicle cost less diminished value), and the balance of the cost of a new replacement vehicle or heavy equipment is funded from the Capital Acquisition Reserve.

³ Section 134.002 was amended 3/30/1999, Item #1.

[134.003 – 134.005 Reserved for Expansion]⁴

134.006 Policy Needs

- (a) To implement an effective vehicle/equipment replacement policy and correct deficiencies, the committee identified several areas of need which are addressed in this policy:
 - (1) Centralized Data Collection and Dissemination
 - (2) Effective Fleet Maintenance & Repair Program
 - (3) Vehicle/Equipment Replacement Criteria
 - (4) Specifications for New Fleet Purchases. Each one of these areas contributes to an effective overall Fleet Management Program and is an integral component of a comprehensive policy.

- (b) Centralized Data Collection and Dissemination
 - (1) To implement an effective long range fleet management program, a comprehensive data collection and distribution system must first be put into place. In the course of preparing this policy, the committee learned that there were many separate data collection programs being used by departments in the County. This scattered approach resulted in some redundancies, while other data collection needs were not addressed.
 - (2) To resolve this problem, prior to the inception of the Vehicle Users Committee, the General Services (GSD) and Transportation and Natural Resources (TNR) Departments began working to obtain a Computerized Fleet Maintenance Management Program (FMMS) for Travis County. It remains the consensus of the committee that implementation of such a program, county-wide, will provide the County with the necessary data to make informed decisions regarding vehicle/equipment replacement.
 - (3) Two years and countless man hours have now been invested in extensive research and investigation to determine the best possible system for Travis County. Our personnel joined forces with the City of Austin to prepare and publish an extremely detailed joint RFP. Although no joint solution resulted, working with the city on the RFP contributed greatly to our knowledge base. The evaluation that followed included acceptance tests (demonstrations), business functionality, vendor corporate viability, vendor support, site visits and telephone interviews, interface solution, vendor commitments, preparation installation & maintenance, and overall evaluated cost. Altogether, 18 county employees made 3 separate trips to 4 sites in

⁴ Sections 134.003 through 134.005 were repealed 5/14/2013, item #26.

Texas, and 1 site in Florida, to evaluate Fleet and Work Order software. The software was installed last year, and is currently being debugged.

(c) Effective Fleet Maintenance & Repair Program

- (1) The second need the committee identified is that of an effective fleet preventative maintenance program. The data collection and distribution system is a vital component of this process. Information from the FMMS will enable County departments to have the necessary data to determine when a vehicle is due for routine maintenance. This should result in fewer costly repairs, less downtime, and ultimately, should yield better service to the County constituency.
- (2) Increased shop staffing at the Smith Road location in FY92, has proven effective in reducing fleet downtime. To keep work backlog at a minimum, GSD uses the following as a guide for unscheduled repairs. Vehicles which cannot be repaired in the specified time are considered for repair by an outside vendor.

| | Primary | Secondary |
|------------------------------|----------------|----------------|
| Maximum Shop Turnaround Time | 3 working days | 7 working days |

- (3) With newer vehicles and equipment being introduced into the inventory, higher levels of expertise and more sophisticated diagnostic equipment are required to keep up with changing technology. These changes require that County mechanics continue to receive advanced training and may eventually include the need for Master Mechanic Certification. This will necessitate continued support in the appropriate annual budget line items.

(d) Vehicle/Equipment Replacement Criteria. Vehicle and equipment replacement criteria are vital to the successful and efficient completion of county business. The committee identified factors which optimize life-cycle vehicle costing. These factors indicate when to cost effectively replace vehicles to provide the number and quality of vehicles for the required level of service.

(e) Specifications for New Purchases

- (1) According to a Vehicle Replacement Report from Dade County, Florida, their experience has shown that low quality vehicles with a low initial cost prove to be more costly over the long run.
- (2) It is the consensus of the committee that the long-range benefits to purchasing quality vehicles outweighs any initial savings the County might realize from purchasing the least expensive alternatives. In addition, long range planning of vehicle/equipment replacement means that the County can plan on purchasing similar models of vehicles in subsequent years, thereby minimizing the need for specialized

mechanical training. This should also allow the County to stock more parts, thereby speeding the repair process.

(f) Alternative Fuel Vehicles

- (1) Alternative fuel vehicles (AFVS) are fast becoming a way of life in Travis County. On December 21, 1993, Commissioner's Court approved an AFV policy which is reproduced on page 20 of this document. The Policy requires increasing levels of participation, and that by model year 2001, 70% of all new vehicle acquisitions be AFVs.
- (2) Additionally, Travis County recently joined a new program to encourage AFV use. On April 18, 1994, we joined the City of Austin and 27 other local government, business and community organizations in signing a memorandum of understanding making Austin the 8th city in the country and the first city in the state of Texas to join "Clean Cities Austin." This new federal program supports and encourages the use of AFVs to keep our air cleaner and reduce our dependence on foreign oil supplies.
- (3) AFVs are currently in use by several County departments. In addition to the benefits of cleaner air and reduced dependence on foreign suppliers, these fuels offer potential increased engine life and lower maintenance costs. As a bonus, the State of Texas has eliminated the 20¢ per gallon tax on both Compressed Natural Gas (CNG) and Liquid Propane Gas (LPG) fuels.

- (g) Exception to Policy. Attachment A is a copy of a December 5, 1991 memorandum regarding Planning for Corrections Vehicles. This memo outlines a plan which makes use of Inmate Labor and a Corrections' parts line item as part of their ongoing vocational/rehabilitation programs to maintain and repair all County Corrections Vehicles. The social and economic benefits of this Inmate Labor program still merit support. If this program meets with the continued approval of the Commissioners Court, the Corrections vehicles will continue to be exempt from the Fleet Maintenance and Repair Program, but subject to all other guidelines outlined herein. The committee continues to support this concept.

134.007 Vehicle Replacement Policy

- (a) Travis County's model for vehicle replacement is based on the following criteria:
- (1) Age of Vehicle
 - (2) Mileage
 - (3) Repair History
 - (4) Expertise and knowledge of the Departmental Fleet Coordinator

These criteria have proven to be most effective for those agencies which have a successful vehicle replacement policy in place. This model is based both on sound statistical analysis and empirical evidence which takes into account the above factors and provides the most economically prudent replacement policy. The criteria are to be used as indicators by the departmental fleet coordinator when evaluating a vehicle for replacement.

(b) Vehicle Categories

- (1) Travis County vehicles fit into one of three vehicle categories, as follows:
 - (A) Primary
 - (B) Secondary
 - (C) Auxiliary
- (2) Primary vehicles must be in the highest working order at all times. Any downtime in this category will adversely impact a County function of vital importance. Primary vehicles respond to citizens' needs which are of immediate consequence, are life threatening, or involve serious impact to human safety.
- (3) The following County Programs have been determined by the committee to fall in the Primary category: Sheriff's Patrol Vehicles
- (4) The Secondary category includes those vehicles which are not Primary or Auxiliary. These are vehicles used in non-life-threatening County functions. Downtime for these vehicles will, never-the-less, impact County service to its constituents.
- (5) The Auxiliary category is for those vehicles which have met all three criteria for replacement but which the Departmental Fleet Manager has determined may still be useful. These vehicles will be identified as a pool of loaner vehicles to be used when assigned vehicles are in the shop for repair. The size of any pool will be very closely controlled. Beginning in FY93, vehicles to be assigned to a pool must be approved by the Vehicle Users Committee. The personal experience of the Departmental Fleet Coordinator in assessing the continued viability of a vehicle in this category will be the main factor in the success of the vehicle loaner pool program. The total number of auxiliary vehicles within a department which has more than fifty vehicles will not exceed 10% of that department's total vehicle fleet. GSD will maintain a pool of non-specialty vehicles for departments with less than fifty vehicles.

(c) Age of Vehicle

- (1) It is important to recognize that vehicle utilization in different County programs places varied demands on the vehicles. Sheriff's Patrol vehicles for example, which are used for high speed pursuit, are

burdened at a much greater stress level than vehicles used by the Human Services or Health Departments.

- (2) As a consequence of these varied demands, the policy takes a three-tiered approach when evaluating the age of a vehicle in consideration for replacement. County vehicles will be eligible for replacement as follows:

| Category | Replacement Age |
|-------------|-----------------|
| - Primary | 3 years |
| - Secondary | 7 years |
| - Auxiliary | N/A |

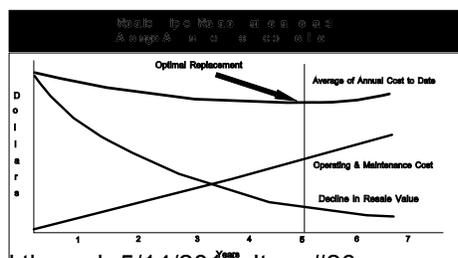
(d) Mileage

- (1) The second criteria for replacement consideration is mileage. Experience has shown that once a Primary vehicle approaches and exceeds 60,000 to 75,000 miles, its reliability in carrying out the missions of Travis County becomes substantially reduced. There is frequently a significant lag period between the time when a vehicle is tagged for replacement and when the vehicle is actually replaced. The Committee recommends that primary vehicles be tagged for replacement when they reach 60,000 + miles. This is to ensure that a properly functioning fleet is always available to carry out the County's varied missions.
- (2) County Vehicles in the Secondary category have a mileage replacement criteria of 65,000 - 85,000 miles, while those in the Auxiliary category will be assessed again on an individual basis by the Departmental Fleet Coordinator.

(e) Repair History

- (1) A vehicle which requires frequent and costly repairs should be considered for replacement even if the age and mileage are low. The Texas Department of Transportation published an Equipment Management Study which recommends replacement of a vehicle when average annual costs to date are at a minimum. This concept is illustrated in a generalized Optimum Replacement Point graph, below, which compares resale, operating and maintenance, and average annual costs of vehicles. They also use a cumulative repair cost percentage of 50% of original purchase price to determine the most economically effective time for vehicle replacement.

OPTIMUM REPLACEMENT POINT



- (2) The data required to perform either the Optimum Replacement Point or the Replacement Factor analysis is currently not available. However, implementation of the Computerized FMMS will allow us to gather sufficient information to complete a vehicle specific detailed analysis. Each vehicle can then be individually scrutinized for replacement.

(f) Policy Implementation

- (1) During an annual vehicle inventory to be taken in March of each year, all the vehicles in the County fleet which meet one, two, or all three of the replacement criteria will be identified. Those vehicles which meet one or two of the criteria will then be further assessed by the Departmental Fleet Coordinator, who will, by physical inspection, determine if the vehicle should be proposed for replacement when funds are identified.
- (2) Vehicles which are identified as meeting all three criteria will be eligible for replacement. The departmental Fleet Coordinator may determine that although a vehicle has met all the replacement criteria and may no longer be dependable, it still has some value as a loaner vehicle. As has been indicated, this will be done on a case-by-case basis.
- (3) The following table summarizes the vehicle replacement criteria:

| VEHICLES | USAGE MILES | AGE | REPAIR COSTS | FY94 *Vehicle Cost |
|------------------------------------|----------------|-----|-----------------|-----------------------|
| SHERIFF PATROL SEDAN | 60 - 70,000 | 3 | 50 % | \$13,500 |
| EMS TRUCK | 75 - 85,000 | 7 | 50 % | \$15,000 |
| SEDANS | 75 - 85,000 | 7 | 50 % | \$12,500 |
| PICKUP TRUCKS | 75 - 85,000 | 7 | 50 % | \$15,000 |
| 4 WHEEL DRIVE/UTILITY - Lite Duty | 75 - 85,000 | 7 | 50 % | \$18,000 |
| 4 WHEEL DRIVE/UTILITY - Heavy Duty | 75 - 85,000 | 7 | 50 % | \$20,000 |
| CREW CABS < 1 TON | 75 - 85,000 | 7 | 50 % | \$21,000 |
| UTILITY BED - 1 TON | 75 - 85,000 | 7 | 50 % | \$21,000 |
| VANS | 75 - 85,000 | 7 | 50 % | \$18,000 |

*Replacement costs are based on State vehicle contract prices paid during FY94.

Accessories (light bar, bed liner, tool box, etc.) may add up to \$1,500 to prices listed.

134.008 Additional Costs of Alternative Fueled Vehicles

| VEHICLE | COST |
|-------------------------------------|------------|
| Compressed Natural Gas Conversions: | |
| Sedan | \$3,550.00 |
| Pickup Truck | \$3,499.00 |
| Propane Conversions: | |
| Sedan | \$1,600.00 |

Pickup Truck
Dedicated Compressed Natural Gas (add-on expense):
{ none available at the time of this printing }

134.009 Heavy Road & Bridge Equipment

| EQUIPMENT | USAGE MILES / HOURS | AGE | REPAIR COSTS | FY 94 Replacement Cost |
|--|---------------------------|-----|-----------------|------------------------------|
| BUS, DIESEL | 150,000 mi | 10 | 50 % | \$ 40,000 |
| TRUCKS < 2 1/2 TON | 140,000 mi | 10 | 100 % | \$ 39,000 |
| DUMP, SINGLE REAR AXLE, 29000 - 42900 GVWR | 150,000 mi | 9 | 100 % | \$ 49,000 |
| DUMP, TNDM REAR AXLE, 43000 GVWR & GRTR | 100,000 mi | 8 | 100 % | \$ 54,000 |
| TRUCKS TANK | 100,000 mi | 8 | 100 % | \$ 54,000 |
| TRUCK WITH WATER TANK | 140,000 mi | 10 | 100 % | \$ 45,000 |
| TRUCK WITH TAP/EMULSION TANK | 150,000 mi | 9 | 100 % | \$ 80,000 |
| TRUCKS 2 1/2 to 8 TONS | 150,000 mi | 7 | 100 % | \$ 85,000 |
| DUMP, SINGLE REAR AXLE, 29,000 - 42,900 GVWR | N/A | N/A | N/A | |
| DUMP, TNDM REAR AXLE, 52,000 GVWR | N/A | N/A | N/A | |
| TRUCK TRACTOR, TANDEM REAR AXLE, ALL GVWR | N/A | N/A | N/A | \$ 60,000 |
| OTHER TRUCKS | N/A | N/A | N/A | \$ 75,000 |
| FOUR WHEEL DRIVE UTILITY | N/A | N/A | N/A | \$ 90,000 |
| LIGHT DUTY > 9,000 GVWR | N/A | N/A | N/A | \$115,000 |
| 15,000 to 18,900 GVWR | N/A | N/A | N/A | \$ 80,000 |
| 21,000 to 25,400 GVWR | N/A | N/A | N/A | \$ 90,000 |
| 25,500 to 28,900 GVWR | 4,000 hrs | 8 | 50 % | \$125,000 |
| 29,000 to 38,900 GVWR | 8,000 hrs | 10 | 100 % | \$100,000 |
| > 39,000 GVWR | 5,000 hrs | 8 | 50% | \$180,000 |
| TRASH COMPACTOR | 6,000 hrs | 10 | 100 % | \$ 35,000 |
| BLADES | 6,000 hrs | 13 | 100 % | \$ 45,000 |
| GRADER, MOTOR, CLASS I, < 79 H.P. | 4,000 hrs | 13 | 100 % | \$ 65,000 |
| GRADER, MOTOR, CLASS II, 80 to 124 H.P. | 6,000 hrs | 13 | 100 % | \$ 50,000 |
| GRADER, MOTOR, CLASS III, 125 to 149 H.P. | 4,000 hrs | 12 | 50 % | \$ 12,000 |
| GRADER, MOTOR, CLASS IV, > 150 H.P. | 5,000 hrs | 10 | 100 % | \$ 50,000 |
| LOADERS | 3,000 hrs | 13 | 100 % | \$150,000 |
| PNMTC, TRD.INTE-GRAL, 5200 to 6699 LB OP CAP | 3,000 hrs | 13 | 100 % | \$150,000 |
| PNMTC, TRD.INTE-GRAL, 6700 to 8000 LB OP CAP | 2,000 hrs | 15 | 50 % | |
| PNMTC, TRD.INTE-GRAL, > 8001 LB OP CAP | 2,500 hrs | 12 | 50 % | |
| CRAWLER, 2+ CUBIC YARDS | 1,500 hrs | 10 | 50 % | |
| DOZERS | 2,000 hrs | 15 | 50 % | |
| TRACTORS | N/A | N/A | N/A | |
| ROLLERS | 3,000 hrs | 11 | 100 % | |
| FLATWHEEL, SLF PRP 4-6 TON W/PNMTC TRS. | hrs | N/A | N/A | |
| PNEUMATIC TIERED, SELF PROPELLED, 12 Ton | N/A | | | |
| FLATWHEEL, VIBRATING, SELF PROPELLED | | | | |
| FLATWHEEL, VIB., SELF PROP W/PNMTC TIRES | | | | |
| TAMPING, SELF PROPELLED | | | | |

VIBRATING, SELF PROPELLED
 GRID, TOW TYPE
 CHIP SPREADER
 AGGREGATE, SELF PROP.
 RECYCLER
 SCAPER, ELEVATING, W/INTEGRAL TRACTOR
 ASPHALT, PORTABLE

Heavy Road & Bridge Equipment (cont.)

| EQUIPMENT | USAGE MILES / HOURS | AGE | REPAIR COSTS | FY 94 Replacement Cost |
|---|---------------------------|-----|-----------------|------------------------------|
| EXCAVATORS/GRADE ALL | | | | |
| HINGED BOOM, PNEUMATIC TIRED CARRIER | 7,000 hrs | 10 | 50 % | \$140,000 |
| TLSCP BM, CAR MT, CLS II, SGLE AXLE 4x4 | 3,500 hrs | 6 | 50 % | \$140,000 |
| BACKHOE/EXCAVATORS | 3,000 hrs | 5 | 50 % | \$ 40,000 |
| TRCTOR, PNMTTC TRD W/LDR AND BKHOE, >60 HP | 1,000 hrs | 8 | 100 % | \$26,000 |
| TRACTORS & MOWING EQUIPMENT | 3,000 hrs | 11 | 100 % | \$32,000 |
| PNEUMATIC TIRED, < 49 HP (TRACTOR ONLY) | N/A | N/A | N/A | |
| PNEUMATIC TIRED, > 65 HP (TRACTOR ONLY) | N/A | N/A | N/A | \$25,000 |
| CRAWLER < 100 HP | N/A | N/A | N/A | \$30,000 |
| CRAWLER, 101 to 129 HP | 3,000 hrs | 6 | 100 % | \$80,000 |
| PNEUMATIC TIRED WITH FRONT END LOADER | 2,000 hrs | 10 | 100 % | \$35,000 |
| PULLERS | 4,000 hrs | 6 | 100 % | \$180,000 |
| PATCHER, LAY DOWN BOX | 4,000 hrs | 6 | 100% | |
| SWEEPERS | 5,000 | 10 | 100% | \$8,000 |
| ROAD, SELF PROPELLED | N/A | N/A | N/A | \$15,000 |
| STREET, TRUCK MOUNTED | 100,000 mi | 10 | N/A | \$27,000 |
| BRUSH/CHIPPERS | 100,000 mi | 10 | N/A | \$12,000 |
| ROTARY DISK, CHIPPER | 100,000 mi | 10 | N/A | \$100,000 |
| SCRAPPERS | 100,000 mi | 10 | N/A | \$12,000 |
| 15 CUBIC YARD | 5,000 hrs | 7 | 50 % | \$18,000 |
| DRAGLINE | 3,000 hrs | 4 | 100 % | \$70,000 |
| TRAILERS | 3,000 hrs | 4 | 100 % | \$85,000 |
| EQUIPMENT, TILT BED < 12 TON | 100,000 hrs | 8 | 100 % | |
| EQUIPMENT, TILT BED 12 TON | 100,000 hrs | 8 | 100 % | |
| EQUIPMENT, GOOSENECK REFUSE COLLECTION | | | | |
| PAVER | | | | |
| BITUMINOUS, SELF PROPELLED, Lay Down Boy 6' x 13' | | | | |
| MOWER | | | | |
| LIFT/TRAIL > 14 FOOT | | | | |
| MOWERS, SLOPE | | | | |
| PATCHER | | | | |
| Bituminous, patcher, w/emulsion tank & air compressor | | | | |
| DISTRIBUTOR | | | | |
| Bituminous, Distributor | | | | |

These criteria for replacement of TNR's road and bridge equipment are based on standards set by the Texas Department of Transportation.

134.010 County Internal Trade Policy⁵

- (a) The purpose of this policy is to maximize the useful life of the vehicle fleet while keeping costs at an absolute minimum.
- (b) During the March inventory, a complete listing will be made of all vehicles in need of replacement. "Primary" vehicles tagged for replacement will be traded to take the place of "secondary" vehicles tagged for replacement. Trading will first occur within a department. When there are no secondary vehicles within that department which meet applicable replacement criteria, the trade vehicle will be taken to Transportation and Natural Resources for disposition.
- (c) Transportation and Natural Resources will determine if the vehicle can be used to replace any other vehicles in the county fleet (based on the master listing created during the March inventory). If it is determined that the vehicle is not needed as a trade elsewhere in the county, and it cannot be used to replace an "auxiliary" vehicle, then it will be tagged for auction.

134.011 Vehicle Type by User Groups

TYPE I - Patrol Sedan

Original User

Sheriff Patrol

Alternate User

Sheriff (Other)

Constables

District Attorney

County Attorney

TYPE II – Sedan

Original User

District Attorney

County Attorney

Constables

Sheriff (Other)

Alternate User

TNR Administration

General Services Administration

Sheriff Administration

⁵ 34.010 "General Services" changed to "Transportation and Natural Resources" May 29, 2018, Item 8.

TYPE III - *Light Duty Pickup*

Original User

- TNR Inspections
- TNR Foremen
- General Services Supervisor

Alternate User

- TNR Administration
- General Services Administration
- Sheriff Administration

TYPE IV - *Heavy Duty Pickup*

Original User

- TNR Crew Leaders
- General Services Maintenance

Alternate User

- TNR Inspections
- TNR Foremen
- TNR Administration
- General Services Administration
- General Services Supervisor
- Sheriff Administration

TYPE V - *4WD/Utility Vehicle Lite & Heavy Duty*

Original User

- TNR Park Manager
- TNR Road & Bridge Manager
- General Services Maintenance
- General Services Sign Shop
- Alternate User
- TNR Administration
- TNR Planning
- General Services Administration

TYPE VI - *Crew Cab < 1 Ton*

Original User

- TNR Maintenance Crew
- Alternate User
- TNR Crew Leader

TYPE VII - *Van (15 passenger)*

Original User

- Human Services
- Medical Examiner
- Sheriff Corrections
- TNR Survey Crew

General Services Maintenance
General Services Media
General Services Administration

Alternate User
Sheriff Support

TYPE VIII - *Utility Bed Trucks, 1 - Ton*

Original User
TNR - Vehicle Maintenance Crew
TNR - Traffic Control Crew
General Services Maintenance

Alternate User
Sheriff Support

[134.012 Reserved for Expansion]⁶

134.013 Vehicle Title Policy

(a) The designated Texas Certificate of Title Owner/Lien Holder name and address for all Travis County Vehicles is:

TRAVIS COUNTY
C/O COUNTY TREASURER
P.O. BOX 1748
AUSTIN, TX 78767

(b) The proper name and address for the vehicle(s) title(s) shall be stipulated in the Specification section of the contract(s) for county vehicles. The application for vehicle title must be signed by the County Judge.

(c) At the time of vehicle delivery, the Travis County employee shall confirm with the vendor the correct address for the Texas Certificate of Title. Under no circumstances shall an individual employee hold a county vehicle certificate of title. As soon as departments have completed licensing, contact the purchasing department. Their representative will pick up and handcarry all titles to the Treasurer.

(d) The Texas Certificate of Title(s) shall be retained by the County Treasurer until the time of vehicle(s) disposal.

[134.014 – 134.017 Reserved for Expansion]⁷

⁶ Section 134.012 was repealed 5/14/2013, item #26.

⁷ Sections 134.014 through 134.017 were repealed 5/14/2013, item #26.