

## Job Corps Center Petroleum Fuel Consumption Reduction Plan

This form should be used, by each Job Corps center, to develop and document center petroleum fuel consumption reduction plans for GSA leased vehicles. Please email the completed form to Paul Milam at [pmilam@doleta.gov](mailto:pmilam@doleta.gov) no later than January 30, 2003. All inquiries should also be addressed to Paul Milam at 202-693-3119. Instructions are provided on the following pages.

### Item

1. Center name:
2. Plan date:
3. Petroleum Fuel Consumption Plan (Gallons):

FY 2001 Fuel Used	FY 2002 Fuel Used	FY 2003 Planned Fuel Usage	FY 2004 Planned Fuel Usage	FY 2005 Planned Fuel Usage
(No. of Gallons)	(No. of Gallons)	(No. of Gallons)	(No. of Gallons)	(No. of Gallons)

4. Plans to reduce fleet size:
5. Plans to eliminate underutilized vehicles:
6. Plans to acquire Alternative Fuel Vehicles (AFVs):
7. Plans to acquire higher petroleum fuel-efficient vehicles:
8. Plans to increase the use of bio diesel B20 fuel:
9. Plans for more efficient use of vehicles:
10. Petroleum fuel consumption reduction plans other than those identified above:

**Job Corps Center  
Petroleum Fuel Consumption Reduction Plan**

**Instructions**

Item

1. Self-explanatory
2. Self-explanatory
3. Complete the following for FY 2001 and FY 2002:

Document actual petroleum fuel used in FY 2001 and FY 2002. If actual fuel usage for FY 2001 and FY 2002 is unavailable, estimate the fuel usage. You may use a center specific method for estimating the fuel used for these two years, or you may use the same method used by the national office, as follows. (The following steps [a-d] must be performed for FY 2001 and FY 2002 separately.)

- a. Group all GSA leased vehicles into one of the following five categories:
  - (1) Buses; (2) Vans; (3) Trucks; (4) SUVs; (5) Sedans
- b. Determine the total number of miles driven for each vehicle and category.
- c. Determine the estimated number of gallons used for each category by dividing the total number of miles driven for each category by the average miles per gallon (AMPG) for each specific category. The AMPG for each category are as follows:
  - (1) Buses - 9 AMPG
  - (2) Vans - 16 AMPG
  - (3) Trucks - 18 AMPG
  - (4) SUVs - 18 AMPG
  - (5) Sedans - 21 AMPG
- d. Determine the total number of gallons used by the center in FY 2001 by adding the total number of gallons used for each category, as determined by 'c' above.

Complete the following for FY 2005

Attachment A

Determine the 20 percent petroleum fuel consumption reduction goal for FY 2005, as compared to FY 2001. Multiply the fuel used in FY 2001 by 80 percent. This number becomes the center's petroleum fuel consumption goal for FY 2005.

Complete the following for FY 2003 and FY 2004

Provide intermediate petroleum fuel consumption reduction goals for FY 2003 and FY 2004.

The following is an example of a completed Petroleum Fuel Consumption Plan.

FY 2001 Fuel Used	FY 2002 Fuel Used	FY 2003 Planned Fuel Usage	FY 2004 Planned Fuel Usage	FY 2005 Planned Fuel Usage
100,000 gals	98,000 gals	92,000 gals	85,000 gals	80,000 gals

4. Document the center's plans to eliminate vehicles from the fleet, including vehicles that will be replaced by other more fuel-efficient vehicles and AFVs. Identify each vehicle that will be eliminated and when. If there are no plans to reduce the size of the fleet, provide an explanation.
5. GSA defines underutilized vehicles as vehicles that are driven an average of less than 800 miles per month. If the center has any of these vehicles, consideration should be given to possibly eliminating these vehicles from the fleet. Under no circumstances should an underutilized vehicle be eliminated from the fleet if there will be a negative impact on center operations. Also, an underutilized vehicle should not be eliminated if another, or other vehicles with lower miles per gallon ratings will be driven in its place. Identify each underutilized vehicle that will be eliminated and when.
6. Document the center's plan for acquiring Alternative Fuel Vehicles (AFVs). Identify the vehicle type(s), purpose(s), and when the vehicle(s) will be acquired.
7. Identify plans to acquire higher fuel-efficient vehicles. Identify the vehicle type(s), purpose(s), and when the vehicle(s) will be acquired.
8. If bio diesel fuel is available near the center, identify plans to utilize this fuel type in place of standard diesel fuel.
9. Discuss how the center plans to use the fleet more efficiently, and thus reduce the number of miles driven by the center fleet.
10. Self-explanatory.

Please be as specific as possible, concise, and clear. Centers will be required to update their plans on a semi-annual basis.