

June 23, 2006

Ms. Judith M. Katz, Director  
Air Protection Division (3AP00)  
U.S. Environmental Protection Agency  
1650 Arch Street  
Philadelphia, Pennsylvania 17108-1086

**RE: Washington County, Maryland - Early Action Plan Progress Report**

Dear Ms. Katz:

Please find attached the required June 2006 Progress Report for the Early Action Plan for Washington County, Maryland. This submittal documents progress being made to implement the County's Early Action Plan submitted to the U.S. Environmental Protection Agency (EPA) on March 25, 2004.

This submittal continues to report the joint effort between Washington County, the Maryland Department of the Environment (MDE), and the Maryland Department of Transportation (MDOT) in achieving the goal of early attainment of the 8-hour ozone standard in Washington County.

The June 2006 Progress report, consistent with EPA guidelines, documents progress being made regarding implementation of local control measures (including any changes or deletions to the measures since the March, 2004 submittal), inclusion of a summary of the control measures per EPA's recommendation in their October 17, 2005 guidance, any additional modeling or other analyses, and possible foreseen obstacles in completing any future milestones.

In accordance with EPA Regulations and Guidance information, please accept the enclosed document as Washington County's June 30, 2006 progress report, for continuation of the implementation of an Early Action Compact.

If you have any questions or need additional information, please contact the Washington County Planning Department at 240-313-2430.

Sincerely,

Michael C. Thompson  
Director, Planning and Community Development

MCT/jlb  
Attachment: Washington County Early Action Plan, June 2006 progress report

cc: Tad Aburn, MDE  
Howard Simons, MDOT  
Jim Frazier, Michael Baker Jr., Inc.  
file

# Washington County, Early Action Plan

June, 2006 Progress Report



## Submitted to:

United States Environmental Protection Agency  
Region 3, Air Protection Division  
1650 Arch Street  
Philadelphia, Pennsylvania 17108-1086

## Prepared by:



Board of County Commissioners of Washington County, Maryland  
100 W. Washington St.  
Hagerstown, Maryland 21740



Maryland Department of the Environment  
1800 Washington Boulevard  
Baltimore, Maryland 21230



Maryland Department of Transportation  
7201 Corporate Center Drive, PO Box 548  
Hanover, MD 21076

**Baker**

Michael Baker Jr., Inc.  
801 Cromwell Park Drive, Suite 110  
Glen Burnie, Maryland 21061

June 23, 2006

## Early Action Plan Progress Demonstration

The Early Action Compact/Plan (EAC) Final Report to the EPA, due on March 31, 2004, and submitted on March 25, 2004, contained a final list of control measures that were chosen for the Action Plan. This correspondence is the required progress report, due on June 30, 2006, and includes any changes made to the above referenced list of final Action Plan Control Measures. It also provides status or updates for these control measures. Based on EPA guidelines, this progress report will:

- Identify the progress of EAC areas in implementing adopted measures. This would include measures that have been implemented since January of 2006 and the beginning of the 2006 ozone season. Include any anticipated obstacles and reasonable solutions/substitutions.
- Assess improvements in air quality. Monitoring data will show improvement in the design value, reduced number of days above the standard, etc.
- Assess reductions in NO<sub>x</sub> and VOC emissions (can be a compilation of the measures in place and their associated VOC and NO<sub>x</sub> reduction values) and document any changes.
- Since this is a checkpoint to show the progress that has occurred between implementation of measures (December 2005) and attainment (December 2007), the area should demonstrate how it is responding to any new issues/challenges to attainment
- Provide an updated version of the summary chart included in the last report submittal and include it with this submittal.

The EAC is a joint effort of Washington County (the County), the Maryland Department of the Environment (MDE) and the Maryland Department of Transportation (MDOT). On April 15, 2004, the EPA officially designated Washington County as an EAC area and deferred the 8-hour ozone nonattainment designation, provided that all EAC milestones are met and attainment can be demonstrated by December 31, 2007.

Based on EPA guidance for the Early Action Compacts dated, April 4, 2003, Washington County has met all milestones of the EAP. The table below provides a summary of the milestones that have been completed and are required in the future.

### Early Action Plan Milestones

Date	Description	Complete?
December 31, 2002	Initial EAP	<input checked="" type="checkbox"/>
June 16, 2003	Potential local emission reduction strategies identified and described.	<input checked="" type="checkbox"/>
June 30, 2003	Six-month progress report submitted.	<input checked="" type="checkbox"/>
December 31, 2003	Detailed discussion of local emission reductions strategies submitted.	<input checked="" type="checkbox"/>
March 31, 2004	Washington County will complete proposed Ozone Action Plan and submit to AQCC for review.	<input checked="" type="checkbox"/>
June 30, 2004	Progress report for updates to the March 31 <sup>st</sup> submittal	<input checked="" type="checkbox"/>
December 31, 2004	Semi-annual EAC progress report identifying progress, schedules, and changes to EAP	<input checked="" type="checkbox"/>
December 31, 2004	MDE in cooperation with Washington County will incorporate EAP into SIP and submit to EPA.	<input checked="" type="checkbox"/>
February 28, 2005	Washington County EAC SIP Addendum submitted to EPA	<input checked="" type="checkbox"/>
May 3, 2005	EPA's Approval and Promulgation of Air Quality Implementation Plans; Maryland; Attainment Demonstration for the Washington County Early Action Compact Area.	<input checked="" type="checkbox"/>
May 17, 2005	Notice of Proposed Rulemaking was published in the Federal Register, officially starting the 30-day public comment period.	<input checked="" type="checkbox"/>
June 16, 2005	Public comment period ends and pending comments, EPA expected to approve EAC in July 2005.	<input checked="" type="checkbox"/>
June 30, 2005	Submit the semi-annual progress report.	<input checked="" type="checkbox"/>
December 31, 2005	Washington County implements the local control measures that have been incorporated into the SIP. Submit the semi-annual progress report	<input checked="" type="checkbox"/>
June 30, 2006	Washington County certifies progress toward attainment since previous milestone, e.g., continued implementation and progress toward improvement in air quality and emissions reductions.	<input checked="" type="checkbox"/>
December 31, 2007	Washington County attains the 8-hour ozone NAAQS.	<input type="checkbox"/>

## Summary of Progress Report for June 30, 2006

The June 30, 2006 progress report is an update on the status of the efforts that were planned for in the Final EAP submitted on March 31, 2004.

### Stakeholder Process

The Washington County Department of Planning and Community Development, the lead County Department for the EAP effort, continues to make available to each stakeholder all EAC documents including the Final EAP Report and solicits input on all documents, along with encouraging stakeholder participation in future events.

The County, in consultation with MDE and MDOT, will continue to develop a schedule of stakeholder activities, including public meetings, conference calls, and anticipated availability of technical and other information. As needed, stakeholders will be divided into sub-committees to address such issues as: public participation and information, inventory and modeling, review of named and potential emissions control measures by source, evaluation of emission control measures by source category or other sub-committees subsequently identified.

### Meetings

A number of meetings regarding the Washington County EAC were conducted since the December 31, 2005 submittal. Below is a summary of the meetings.

<i>Date</i>	<i>Meetings/Actions</i>
December 16, 2005	Air Quality meeting held by MDE in Baltimore
January 12, 2006	Fuel & Vehicle Task Group Meeting
January 18, 2006	Washington County Commissioners meeting
February 9, 2006	Fuel & Vehicle Task Group Meeting
March 9, 2006	Fuel & Vehicle Task Group Meeting
May 2, 2006	Interagency consulting meeting for progress report
June 8, 2006	Interagency consulting meeting for progress report
June 13, 2006	AQAD kick-off meeting in Washington County

### Implementation Progress

With the exception of some Federal measures which have not yet come online, all state and local control measures were effectively implemented at the time of the December 31, 2005 Progress Report submittal.

### Anticipated Obstacles & Reasonable Solutions

Washington County does not anticipate any obstacles to reaching attainment of the 8-hour Ozone Standard at this time. Please see the air quality improvements section below for further evidence.

### Weight of Evidence Demonstration

This section describes some additional measures that are anticipated to help Washington County further its air quality goals, though credit for these measures is not taken.

### **Clean Power Rule**

The Clean Power Regulations were developed for the purpose of bringing Maryland into attainment with the National Ambient Air Quality Standards (NAAQS) for ozone and fine particulate matter (PM<sub>2.5</sub>) by the 2010 attainment deadline, reducing mercury emissions from coal-fired electric generating units and reducing atmospheric deposition on nitrogen to the Chesapeake Bay and other waters of the State. The promulgation process for the proposed regulations, which commenced in January of 2006, establish new emission limitations for oxides of nitrogen (NO<sub>x</sub>), sulfur dioxide (SO<sub>2</sub>) and mercury on Maryland's largest electrical power plants.

Following commencement of the promulgation process, in April of 2006, the Maryland General Assembly enacted the Healthy Air Act, which codified the Clean Power Regulations in nearly all material respects. The principal difference between the Clean Power Regulations and the Healthy Air Act is the latter's requirement to address carbon dioxide emissions from the coal-fired electric generating units through the State's participation in the Regional Greenhouse Gas Initiative (RGGI). Other differences include the addition of the R. Paul Smith electric generating units to the 13 coal-fired units subject to the proposed Clean Power Regulations, a minor adjustment to the 2010 SO<sub>2</sub> tonnage cap, and an increase in the required mercury removal efficiency. The Department intends to proceed with amending the proposed Clean Power Regulations to match the Healthy Air Act.

### **Overview of Expected Emission Reductions Resulting from the Clean Power Rule**

Ninety-five percent of the air pollution emitted from Maryland's power plants comes from the six largest plants (13 units) in the State. These regulations will cut NO<sub>x</sub> emissions by approximately 45,000 tons each year, a 69 percent reduction from 2002 levels. SO<sub>2</sub> emissions will be cut by approximately 192,000 tons per year, or 80 percent from 2002 levels. NO<sub>x</sub> and SO<sub>2</sub> are major contributors to ozone and fine particle pollution. Mercury emissions from fossil fuel fired plants will be reduced by 75 percent in 2010, and 90 percent in 2013, from a baseline established through testing requirements in the regulations. If Maryland does not comply with the NAAQS for ozone and fine particles, additional reductions will be required. Under the second phase of reductions, NO<sub>x</sub> will be reduced by 49,000 tons per year, or 75 percent from 2002 levels. SO<sub>2</sub> will be reduced by 205,000 tons per year, or 85 percent from 2002 levels.

These regulations, combined with regional reductions from upwind power plants under federal cap and trade programs, will prevent more than 390 premature deaths in Maryland

linked to fine particle air pollution exposure. Additional health benefits include reduced aggravation of asthma, bronchitis, and other chronic respiratory conditions. These regulations will also benefit the Chesapeake Bay by reducing the projected nitrogen load to the Bay by more than 400 tons per year.

### **OTC Control Measures Being Considered**

Additional control measures are being considered by the Ozone Transport Commission (OTC) for future implementation to achieve the Ozone and PM<sub>2.5</sub> NAAQS. Maryland is heavily involved in the process of narrowing down this list of measures and the OTC hopes to make decisions on which measures will be considered a priority during the summer of 2006. If Maryland chooses to implement any of the priority measures the implementation would likely be statewide and, therefore, applicable to Washington County. Below is a summary of these control measures.

- 1) **Chip Reflash:** Upgrade the version of software in engine electronic control module (ECM) aka “Chip Reflash”. Software reprograms the vehicle's computer and reduces off-cycle NO<sub>x</sub> emissions. The installation process typically takes between one-half to one hour.
- 2) **Regional Fuel:** Ozone Transport Region (OTR) proposes a common fuel standard for the OTR states that does not require MTBE or Ethanol, but exhibits Environmentally Beneficial Combustion Properties.
- 3) **Architectural Industrial Maintenance Coatings (AIM):** Second round of Clean Paints called AIM Phase II. VOC emission reductions can be obtained through modifying the current formulation of the coating to obtain a lower VOC content.
- 4) **Portable Fuel Containers (PFC's):** Second round of what is commonly referred to as “gas cans.” This control measure updates the OTC model rule to better reduce evaporation of fuel vapors through PFC openings and permeable surfaces.
- 5) **Asphalt Paving:** Cutback asphalt paving, with Regional Ban in all OTC states' existing ozone-season ban to year-round ban and with an exemption for VOC content below 4% (a 20% reduction).
- 6) **Asphalt Production Plants (SCC- multiple codes):** NO<sub>x</sub> emission reductions can be obtained through installation of low NO<sub>x</sub> burners and flue gas recirculation. SO<sub>2</sub> can be reduced by reducing the sulfur in fuel limits for distillate oil to 500 ppm.
- 7) **Auto Refinish Coatings:** Limiting the concentration of solvents in Auto Refinishing Coatings in order to reduce VOC emissions. Encourage the use of high transfer-efficiency painting methods (e.g., high volume low pressure spray guns), and controls on emissions from equipment (e.g., spray gun) cleaning, housekeeping activities (e.g., use of sealed containers for clean-up rags), and operator training.

- 8) **Cement Kilns:** Reduces NO<sub>x</sub> emissions from existing cement kilns to an emission rate of 2.0 pounds per ton of clinker by 2009. Trading between facilities would not be permitted, but averaging at a facility would be permissible.
- 9) **Consumer Products:** Implement phase II of the rule- products include hundreds of individual products, including personal care products, household products, automotive aftermarket products, FIFRA related insecticides, coatings and related products (except architectural and maintenance coatings), and other miscellaneous products like Aerosol Adhesives.
- 10) **Diesel Retrofit:** Catalyst operated diesel engines that optimize fuel delivery and air intake systems and after treatment devices such as particulate traps and catalytic converters.
- 11) **Electric Generating Peaking Units:** Peaking units are generally defined as electric generating units that operate only during the peak energy demand. Peaking units operate during the hot summer days and generally operate for less than 500 hours per year and less than 10 hours per day.
- 12) **Electric Generating Unit:** The type or types of NO<sub>x</sub> control appropriate for any individual EGU is dependent upon the type of boiler, type of fuel, and the types and staging of other air pollution control devices.
- 13) **Glass/Fiberglass Furnaces:** Implementation of an “oxyfiring” program for each furnace at the next furnace rebuild.
- 14) **Distillate Residential and Commercial Heating Oil:** State regulations limiting sulfur content of home heating oil to 500 ppm by 2009 across the OTR.
- 15) **Industrial Adhesives and Sealants:** Enactment of VOC content limitations for industrial and commercial application of solvent-based adhesives and sealants. Potential control candidates are adhesives, sealants, adhesive primers, sealer primers, adhesive application to substrates, and aerosol adhesives.
- 16) **Industrial Surface Coatings:** This category includes several source types: Fabric, Printing, Coating and Dyeing; Large Appliances; Metal Can coating, Metal Coil coating; Metal Furniture coating; Misc. Metal Parts coating; Paper and Other Web coating; Plastic Parts coating; & Wood Building Products coating.
- 17) **Lime Kilns:** Good combustion practices and kiln operation for Lime Kilns. These kilns are used for the calcination of limestone. Lime Kilns are also often associated with paper mills.
- 18) **Municipal Waste Combustors (MWCs):** Provides additional NO<sub>x</sub> Reductions.

MWCs are subject to stringent MACT emissions standards, including standards for NO<sub>x</sub>, under Section 129 of the Clean Air Act. MWCs are not subject to the Clean Air Interstate Rule (CAIR) and may not participate in a CAIR NO<sub>x</sub> trading program, reduction of state MWC NO<sub>x</sub> emissions limitations could be considered an equity measure that places MWC owners in a position similar to the owners of large electric generating units subject to CAIR.

- 19) **Publicly Owned Treatment Works:** This category includes municipal wastewater plants. MACT Standard (Subpart VVV) requires no controls for existing non-industrial POTW's.
- 20) **Printing and Graphic Arts:** Control Measure Summary: This category includes categories of both heat set and non-heat set operations. It includes lithographic, gravure, flexographic and screen-printing. It includes both point sources and area sources.
- 21) **Industrial, Commercial, Institutional (ICI) Boilers:** ICI boilers combust coal, oil, natural gas, or process gas to produce heat and process steam for numerous applications. Industrial boilers are common in the chemical, metals, paper, petroleum, and food production industries. Emissions reductions can be achieved in NO<sub>x</sub> and SO<sub>2</sub> emissions through use of reasonably available controls on large (>250 mmBtu/hr) and medium-sized (100-250 mmBtu/hr) ICI boilers.
- 22) **Gasoline Service Stations – Stage I Fuel Transfers:** Enhanced vapor recovery requirements for Stage 1 refueling operations similar to June 2003 amendments to NJAC 7:27-16.3 Emission Reductions.
- 23) **Refinery Emissions:** The recent consent decrees provide important air quality benefits, and MARAMA states should adopt regulations to codify and perpetuate the requirements of the consent decrees. Develop model rules to reflect controls required in consent decrees, or possibly more stringent controls where reasonably available cost-effective controls are identified, for FCCUs, boilers/process heaters, flares, sulfur recovery units, equipment leaks, storage tanks, and wastewater treatment processes.

### **Air Quality Improvements**

Air quality improvements in Washington County can be measured utilizing air quality monitor data obtained from the Washington County ozone monitor, which is located on Roxbury Road in Hagerstown at the Maryland Correctional Institute. The design value for the 8-hour ozone standard is based on the 4<sup>th</sup> highest ozone reading for each year and averaged over three years. The 8-hour ozone standard is 0.085 parts per million (ppm). As evidenced by the downward trend in design values, Washington County has made significant progress toward reaching its air quality goals (see table below).

3 Year Average of the 4 <sup>th</sup> Maximum 8-Hour Design Values Measured in ppm					
County	Site	2000-2002	2001-2003	2002-2004	2003-2005
Washington	Hagerstown	<b>0.087</b>	<b>0.086</b>	<b>0.083</b>	<b>0.078</b>

Based on the current design value, 2003-2005 above, Washington County would be in attainment of the 8-hour standard. This downward trend is anticipated to continue, resulting in the demonstration of a design value less than the ozone standard in 2007.

In addition to achieving a downward trend in the ozone design value, Washington County has also achieved a considerable reduction in the number of days exceeding the standard. Washington County had 17 days above the standard in 2002 compared to 2 days above the standard in 2005.

**Updates to Action Plan Control Measures**

The EAP Control Measures report submitted to the EPA in March 2004 and approved by the Board of Commissioners, was implemented on schedule in Washington County. The action plan provides a detailed list, description and analysis of all of the control measures selected by the County.

This progress report includes, in Appendix A, an updated version of the summary table of the control measures submitted in the December 2005 progress report as per EPA’s recommendations. Most of the measures have been implemented on schedule without any changes. Any updates or changes made to the control measures since the December 2005 submittal have been documented in this report. Below is a brief summary of the control measures for which new information was available:

Based on the new data collected, the previous emissions analysis has been updated for the following control measure:

- **Signal System Enhancements** – In addition to the State Highway Administration’s traffic signal synchronization projects on US 40 and MD 65, which were completed on schedule in 2004, and the synchronization of Eastern Blvd. in 2005, for which credit was not taken, the following synchronizations are scheduled for implementation in June 2006:
  - US-11 at Northern Ave.
  - US-11 at Fairview Rd.
  - US-11 at Beechwood Dr.
  - US-11 at Burhans Blvd.
  - US-11 at Park Ln.
  - US-11 at Prospect St.
  - Burhans Blvd. at Park Ln.

These synchronizations are expected to result in an increase in emissions reductions as shown in the table below.

Control Measure	Change in Emission Reduction Estimate			
	VOC (kg/day)		NOx (kg/day)	
	Old	New	Old	New
Signal System Enhancements	10.22	19.79	3.08	6.14

New information was available for the following control measures, though the emission estimates did not change:

- Ride-matching – the region continues to see an increase in the number of commuters ridesharing. This can be attributed to the commuter connections program and its websites maintained by MWCOG and other clean air outreach efforts in the region. The emission benefits resulting from the increase (7%) in ridesharing from December 2005 through June of 2006 are negligible; therefore, no additional credit has been taken.
- Telework Center – Since it was founded in 1993, the Telework Center facility located in Hagerstown has served more than 300 public and private-sector workers. Marketing efforts such as promotions on government channel TV, local radio stations, flyers, newspaper ads and classifieds, open houses, etc., have resulted in a 14% increase in utilization since the last review. There has also been a surge in outreach activity from the federal agencies in the region to promote Teleworking. In the previous review 22 of the available 32 workspaces were utilized per day at the facility resulting in a near 70% utilization rate. The latest report shows an average of 25 workspaces (78%) per day were utilized this year. Since the emissions reduction due to this increase is negligible, credit has not been taken for the increase in utilization.
- Air Quality Action Days (AQAD) – Washington County kicked off the 2006 ozone season with an AQAD meeting held in early June and will continue to follow the AQAD standard operating procedures, adopted on December 6, 2005. In addition, a press release was issued in June 2006, reminding residents of Washington County that the 2006 ozone season has begun and to frequently check air quality updates, referencing county, state and EPA websites. A copy of the press release, issued on Monday, June 12, 2006, can be found in Appendix B. The Washington County website continues to display AQAD information ([http://www.washco-md.net/air\\_qual.shtm](http://www.washco-md.net/air_qual.shtm)) as well as a link to the website maintained by MDE where Air Quality forecast information is available. Brochures containing AQAD information continue to be disseminated through public displays in the lobbies of government offices.
- Clean Air Partners/Public Education Outreach – In order to facilitate information sharing and public outreach, Washington County will continue to conduct annual air quality training sessions for its employees. The Human Resources Department and the Planning and Community Development department will coordinate several mandatory training sessions, beginning in June 2006, throughout the County for all employees. The training will be given to all full-time, part-time,

and seasonal employees. There are approximately 650 full time employees and between 150 and 300 part-time, temporary and seasonal employees depending on the season. These training sessions will be educational programs, designed to remind current employees and inform new employees of the health effects and causes of air pollution, and voluntary actions that can be taken to help improve air quality. In addition, the sessions will include information on the AQAD program in place in the County and will assist in understanding the notification processes in place.

- Park-and-ride – The park and ride lots, surveyed two times a year once in spring and once in fall by the SHA, continue to experience a 91% utilization rate as reported in the December 2005 Progress Report. The lot located at I-70 and MD 144 in Hancock, Maryland will undergo an expansion adding 50 more spaces to meet increased demand. No credit is taken for the expansion as the benefits are expected to be negligible as the lot is currently experiencing greater than capacity use.
- E-government/E-commerce Enhancements – Washington County has implemented various E-government/E-Commerce solutions to reduce trips and to improve and enhance its administration. As of March 2006, County permit inspectors can file paperwork using wireless technology in the field rather than returning to the office. All 11 county inspectors are currently using wireless technology thereby avoiding trips to the office. By June 2006, the department will be expanding its services to the County's website (Velocity Hall), which is a cost effective way to provide its customers with even greater services. Customers can access services and carry out entire processes on-line from looking up information to applying for electrical, plumbing and mechanical permits (which do not require plans), saving them time, money, and vehicle trips to the office
- Fuel & Vehicle Task Group – The Washington County government established this task group, formerly staffed by 8 county representatives, which is now staffed by twelve, including the addition of an air quality representative. The group has the following primary aims: develop a plan to reduce fuel consumption, investigate alternative fuel products and explore other fuel and vehicle related options that could help reduce County costs. Several of the group's recommendations will produce air quality benefits. The Fuel & Vehicle Task Group Findings and Recommendations Resource Document can be found in Appendix C. Implementation of recommended measures will continue to be monitored, but credit has not been taken. Suggested measures include: using alternative fuels, ensuring optimum fuel efficiency, considering alternative employee work schedules, evaluating vehicle size vs. intended use, replacing current fleet vehicles with hybrid vehicles, etc.

No new information is available for all other control measures and they continue to be on schedule for implementation at this time. Washington County has not experienced any problems or changes other than the ones mentioned above since December 2005.

Following is the list of the Action Plan Control Measures. The measures are divided into two main categories: State and Local control measures and Federal control measures. The emission reduction credit taken for each measure is also listed in the tables below.

**1. State and Local Measures:**

All control measures, falling under the State and Local control measures category, are already in place. A complete description of each measure is provided in Appendix A. The table below summarizes these measures and credits taken.

**State and Local Control Measures – Summary Table**

Control Measures	Emissions Reductions	
	VOC (Kg/day)	NO <sub>x</sub> (Kg/day)
Ride-Matching/Commuter Connections	1.52	1.44
Park & Ride Lots	2.92	3.04
1. Telework Center	0.19	0.22
2. Telecommuting	2.87	3.12
Air Quality Action Days	Voluntary Program - No credit taken	
Clean Air Partners/Public Education Outreach	Voluntary Program - No credit taken	
Transit Programs in Washington County		
1. County Commuter Bus Services (9 routes)	5.30	4.19
2. Turning Point Transit Services	0.43	0.41
3. Commuter Bus Service from Hagerstown to Shady Grove Metro Station	1.65	1.75
E-government/E-commerce Enhancements	1.59	0.31
Fuel & Vehicle Task Group	Credit not taken, as it is not quantifiable	
Growth Management Program	13.24	15.42
Signal System Enhancements		
1. US-40: Cleveland Ave. to Edgewood Rd.	6.00	1.81
2. MD-65: Doub Way to Henry Douglas Dr.	4.22	1.27
3. US-11:		
▪ Penn. Ave. at Northern Ave.	9.57	3.06
▪ Penn. Ave. at Fariview Rd. – Park Ln.		
▪ Penn. Ave. at Prospect St.		
▪ Burhans Blvd. at Park Ln.		
Incident Management/Intelligent Transportation Systems (ITS)	17.59	7.99
1. Highway Advisory Radio (3 locations)		
On-Road Vehicle Acquisitions		
1. Fleet Replacement (SHA - 2 vehicles)	0.01	0.01
2. Transit Fleet Replacement	- 0.02	13.6
3. Transit Engine Re-build	1.49	0.00
4. Fleet Replacement (MTA - 1 vehicle)	0.00	0.00
Vehicle Emissions Inspection Program (VEIP)	480.81	562.46

OTC Programs		
1. Consumer Products	108.86	0.00
2. Architectural and Industrial Maintenance	92.18	0.00
3. Portable Fuel Containers	54.43	0.00
Low Emissions Paint	26.28	0.00
Off-Road Vehicle Replacement	Credit not taken, as it is not quantifiable	
RACT Controls	0.00	1,312.31

*Note: Positive numbers imply reduction in emissions and negative numbers imply increase in emissions.*

## 2. Federal Control Measures

This section identifies the control measures implemented and regulated at the federal level. They include engine standards, fuel requirements, and stationary source controls that will be implemented by 2005 or phased-in implementation schedule completed by 2007. The federal control measures, outlined in the summary table below, will apply to Washington County and the entire state of Maryland. Please see Appendix A for a complete description of each measure.

**Federal Control Measures – Summary Table**

Measure	Emissions Reductions	
	VOC (Kg/day)	NOx (Kg/day)
NLEV	81.65	99.79
Tier II	780.18	2,821.35
HDE Standard	0.00	172.37
Phase I & II Engine Standards	Credit not taken. Expected VOC benefit = 30% reduction by 2005.	
Engine Standards for Diesel Powered Engines	Credit not taken. Expected NOx benefit = 25% reduction in new engines by 2005.	
Engine Standards for Gasoline Powered Marine Engines	Credit not taken. Expected VOC benefit = 25% reduction in new engines by 2005.	
Engine Standards for Large Gasoline Powered Engines	Credit not taken. Expected VOC benefit = 20% reduction by 2005. Expected NOx benefit = 20% reduction by 2005.	
Engine Standards for Locomotive Engines	Credit not taken. Expected VOC benefit = 30% reduction by 2005. Expected NOx benefit = 30% reduction by 2005.	
NOx SIP Call	Credit not taken. Expected NOx benefit = 53% reduction from 2003 levels by 2009.	

## Acronyms :

1. AQAD - Air Quality Action Days
2. BMC - Baltimore Metropolitan Council
3. CAP - Clean Air Partners
4. CCTV - Closed Circuit Television
5. CHART - Coordinated Highways Action Response Team
6. DMS - Dynamic Message Signs
7. EAC - Early Action Compact
8. EAP - Early Action Plan
9. EPA - Environmental Protection Agency
10. FHWA - Federal Highway Administration
11. HAR - Highway Advisory Radio
12. HDE - Heavy Duty Engines
13. ITS - Intelligent Transportation Systems
14. IVR - Interactive Voice Response
15. MDE - Maryland Department of Environment
16. MDOT - Maryland Department of Transportation
17. MTA - Maryland Transit Administration
18. MVA - Motor Vehicle Administration (Maryland)
19. MWCOG - Metropolitan Washington Council of Governments
20. NAAQS - National Ambient Air Quality Standards
21. NLEV - National Low Emissions Vehicle
22. NO<sub>x</sub> - Oxides of Nitrogen
23. OTR - Ozone Transport Region
24. RACM - Reasonably Available Control Measures
25. RACT - Reasonably Available Control Technologies
26. SHA - State Highway Administration (Maryland)
27. SIP - State Implementation Plan
28. VDOT - Virginia Department of Transportation
29. VEIP - Vehicle Emissions Inspection Program
30. VMT - Vehicle Miles Traveled
31. VOC - Volatile Organic Compounds

**APPENDIX :**

- A. Control Measures Summary Table
- B. Ozone Season Press Release
- C. Fuel & Vehicle Task Group Resource Documents

**APPENDIX - A**

Early Action Compacts June 2006 Progress Summary Table

A. Control Measure	B. Summary Description of Measure	C. Program/Measure Status	D. Specific Implementation Date	E. VOC Reduction	F. NOx Reduction	G. Resources (FTE's, \$\$)	H. Additional Information
<b>31 Washington Co., MD (Effective date of nonattainment designation deferred)</b>							
<b>State &amp; Local Measures:</b>							
Ride-Matching / Commuter Connections	Incentives and support for Car & Vanpool Programs. There are approximately 143 commuters participating in these programs in Washington County. Responsible agency: MWCOG & MTA.	Implemented. Participation up to 143 commuters from 134 commuters since previous review.	Implemented June, 2005	1.52 kg/day	1.44 kg/day		<a href="http://www.mwcog.org/commuter/ccindex.html">http://www.mwcog.org/commuter/ccindex.html</a> <a href="http://www.mtamaryland.com/resources/transitlinks/mdridesharing/">http://www.mtamaryland.com/resources/transitlinks/mdridesharing/</a>
Park and Ride lots	Existing Park & Ride Lots in the county (8 PNR Lots with 717 total parking spaces. Utilization rates as per SHA's 2005 Park Ride Inventory). Responsible agency: MDOT.	Implemented. Average utilization of PNR Lots up from 56% to 91% as per SHA 2006 data.	Implemented June, 2005	2.92 kg/d	3.04 kg/d		Based on SHA's 2005 Park & Ride Inventory data.
Telecommuting	1. Telework center in Hagerstown (32 workspaces at 78% utilization) Responsible agency: State/Federal Government. 2. Telecommuting Outreach Program (home-based teleworkers) Responsible agency: MWCOG.	Implemented. Utilization rate for telework center increased by 14% from 22 workspaces to 25. Increase in outreach efforts by federal agencies. Additional credit not taken.	Implemented June, 2005	3.1 kg/d	3.3 kg/d		
Air Quality Action Days	The Air Quality Action Days program and air quality forecasting efforts currently in place in Baltimore and Washington DC has been expanded to Washington County. The Air Quality Action Days program is a voluntary initiative by government, environmental groups, and business leaders working with the general public to take extra action to prevent air pollution when unhealthy air pollution levels are predicted. When the air quality is predicted to be unhealthy in both the Baltimore and Washington areas, MDE issues Air Quality Action Day notices to media outlets, government agencies, and Air Quality Action Day participants. Daily forecasts for the Baltimore/Washington area and Washington County are also available on MDE's website and on the Air Quality Hotline. Washington County will create a web page that will contain information and links for air quality.	Implemented. Adopted on December 6, 2005. Washington County's website now contains AQAD forecasts and information.	Implemented December, 2005	NQ	NQ		<a href="http://www.washco-md.net/air_qual.shtm">http://www.washco-md.net/air_qual.shtm</a>
Clean Air Partners/Public education outreach	Clean Air Partners is a volunteer, nonprofit, public-private partnership chartered by the Metropolitan Washington Council of Governments (MWCOG) and the Baltimore Metropolitan Council (BMC) and has been expanded to include Washington County. The Partnership seeks to improve health and the quality of life in the region by educating the public to take voluntary action to reduce ground-level ozone and to reduce exposure to ozone. It will build and broaden awareness of how individuals contribute to air pollution while informing them about the adverse effects of ground level ozone. Transportation grants from the District of Columbia, MDOT, VDOT, and grants from private sector partners and MWCOG fund the operation. BMC, MDE and private sector partners contribute large amounts of in-kind services.	Implemented. Washington County will conduct air quality training sessions for its employees twice per year. In addition to this, information will be distributed to county employees via attachments to paychecks and periodic articles in the County Employee newsletter.	Implemented June, 2005	NQ	NQ		
Transit programs in Washington County	County commuter bus service (9 routes), turning point transit services and commuter bus service from Hagerstown to Shady Grove Metro Station.	On-going.	Implemented June, 2005	7.4 kg/d	6.4 kg/d		
E-gov/e-commerce enhancement	Use of advanced technology to enhance government permits, administration and information distribution. Responsible agency: IVR/Permits Plus. Trips reduced or eliminated by using on-line and telecommunication services from MVA and Washington County's website. Washington County to implement services to assist permits and inspections.	Implemented. County permit inspectors can now file paperwork and receive information using wireless technology in the field.	Implemented December, 2005	1.6 kg/d	0.3 kg/d		
Fuel and Vehicle Task Group	The Washington County government has established a new task group called the 'Fuel and Vehicle Task Group', staffed by eight representatives of County departments with a primary aim to develop a plan to reduce fuel consumption, look into alternative fuel products and other things that could help reduce costs to the County. Responsible Agency: Washington County.	Implemented	Implemented December, 2005	NQ	NQ		
Growth management program	Hopewell Valley Promotion - policies that integrate transportation and land use decisions. Responsible agency: Washington County.	Implemented	Implemented June, 2005	13.2 kg/d	15.4 kg/d		

Early Action Compacts June 2006 Progress Summary Table

A. Control Measure	B. Summary Description of Measure	C. Program/Measure Status	D. Specific Implementation Date	E. VOC Reduction	F. NOx Reduction	G. Resources (FTE's, \$\$)	H. Additional Information
Signal system enhancements	State Highway Administration upgraded the signal systems on 3 corridors in Washington county which will improve traffic flow and reduce idling delay at intersections: 1. US-40: Cleveland Avenue to Edgewood Road. 2. MD-65: Doub Way to Henry Douglas Drive. 3. US-11: Penn. Ave. at Northern Ave. 4. US-11: Penn. Ave. at Fairview Rd. to Park Ln. 5. US-11: Penn. Ave. at Prospect St. 6. <u>Burhans Blvd. at Park Ln.</u>	Implemented. Signal improvements done for additional locations in the city of Hagerstown. Credit not taken for items 1 and 2. Credit taken in June 2006 for items 3-6.	Items 1 & 2 implemented June, 2005. Items 3-6 implemented in June 2006.	19.79 kg/d	6.14 kg/d		
Incident mgt/Intel trans. System	On-going and planned Incident Management programs by CHART in <u>Washington County. Highway advisory radio in 3 locations</u>	Implemented	Implemented June, 2005	17.6 kg/d	8 kg/d		
On-road vehicle acquisitions	The following on-road vehicle replacements are scheduled in Washington County: 1. Fleet Replacement (SHA - 2 vehicles) 2. Transit fleet replacement (Bus replacement) a) Turning Point: one replacement. b) County Commuter: 5 scheduled replacement. 3. Transit engine re-built (Installation of Emissions Reduction Devices on Engine Re-build). County Commuter: 9 engine re-builds. (The state highway fleet replacement will be implemented at no cost to the county.) 4. Fleet Replacement (MTA - 1) vehicle	Implemented	Implemented December, 2005	1.5 kg/d	13.7 kg/d		
Vehicle Emissions Inspection Program (VEIP)	The Vehicle Emissions Inspection Program, mandated in Maryland and enforced by MDOT and MDE, includes an OBD II and IM240 program.	Implemented	Implemented June, 2005	480.8 kg/d	562.5 kg/d		
OTC- consumer products	Consumer Products (CP): Beginning in January 2005, this rule will establish limits, expressed as percent VOC by weight, upon the concentration of VOCs contained in approximately 80 categories and <u>subcategories of consumer products.</u>	Implemented	Implemented June, 2005	109 kg/d	0		
OTC-architectural and industrial maintenance	Architectural and Industrial Maintenance (AIM): This rule sets specific VOC content limits (in grams/liter) for 46 AIM coating categories. It requires compliance with the limits by January 1, 2005. In most cases, <u>these limits are more stringent than existing Federal AIM rules.</u>	Implemented	Implemented June, 2005	92 kg/d	0		
OTC-portable fuel containers	Portable Fuel Containers (PFC): The regulation applies to new gas cans and spouts sold in Maryland starting January 1, 2004. The rule applies to any person or entity that sells, supplies, offers for sale, or manufactures for sale gas cans and/or spouts; and is intended to reduce VOC emissions from storage, transport, and refueling activities.	Implemented	Implemented June, 2005	54 kg/d	0		
OTC-low emissions paint	Use low emissions yellow and white paint for markings on roadways in <u>county.</u>	Implemented	Implemented June, 2005	26 kg/d	0		
Off-road vehicle replacements	Landfill vehicle replacements in Washington County include a Dozer and a Compactor in 2002 and a Tractor Mower in 2004.	Implemented	Implemented June, 2005	NQ	NQ		
RACT Controls -- Post 1999 inventory RACT	The entire state of Maryland in located in the Northeast Ozone Transport Region (OTR) and is subject to RACT controls for major stationary sources. The sources located in Washington County that are subject to RACT, along with their tons per year emissions benefits, can be found in the <u>EAC SIP.</u>	Implemented	Implemented June, 2005	0	1312 kg/d		

Early Action Compacts June 2006 Progress Summary Table

A. Control Measure	B. Summary Description of Measure	C. Program/Measure Status	D. Specific Implementation Date	E. VOC Reduction	F. NOx Reduction	G. Resources (FTE's, \$\$)	H. Additional Information
<b>Federal Control Measures:</b>							
NLEV	Under the National Low Emission Vehicle program auto manufacturers have agreed to comply with tailpipe standards that are more stringent than EPA can mandate prior to model year 2004. The NLEV program was instituted by the OTC states in 2001. Maryland opted into the program in 1999, two years prior to the OTC adoption. Tailpipe standards are set at an average standard of .07 grams per mile	Implemented.	Implemented 1999	81.65 kg/day	99.79 kg/day		
TIER II	Tailpipe standards are set at an average standard of .07 grams per mile for NOx for all classes of passenger vehicles beginning in 2004. Vehicles weighing less than 6,000 pounds will be phased-in to this standard between 2004 and 2007. Beginning in 2004, the nation's refiners and importers of gasoline will have the flexibility to manufacture gasoline with a range of sulfur levels as long as all of their production is capped at 300 ppm. By 2006, refiners will meet a 30 ppm average sulfur level with a maximum cap of 80 ppm.	Implemented	Implemented 2004	780.18 kg/day	2821.35 kg/day		
HDE Standard	A PM emissions standard of .01 grams per brake-horsepower-hour for new heavy-duty engines is scheduled to take full effect in the 2007 model year. In addition, refiners will be required to start producing diesel fuel for use in highway vehicles with a sulfur content of no more than 15 ppm, beginning on June 1, 2006.	On-schedule.	Implementation by 2007	0 kg/day	172.37 kg/day		
Phase I & II Engine Standards	Phase I emission standards for non-road, handheld and non-handheld engines operating at or below 19 kW took effect in model year 1997. Phase II standards for non-road, non-handheld Class I and II engines operating at or below 19 kW will be phased in beginning in model year 2002 and will be complete by 2007.	On-schedule.	Implementation years 1997 & 2002	NQ	NQ		Credit not taken. Expected VOC benefit = 30% Reduction by 2005
Engine Standards for Diesel Powered Engines	A three-tiered process, beginning in 1996 and continuing through 2008, will increase emissions standards for non-road diesel powered engines used for a variety of purposes such as construction & agriculture.	On-schedule.	Implementation years 1996, 2001 & 2006	NQ	NQ		Credit not taken. Expected NOx benefit = 25% Reduction in new engines by 2005
Engine Standards for Gasoline Powered Marine Engines	Outboard engine standards began in 1998 and will be phased in through 2006. Inboard standards were set in 2000. Auxiliary Marine engines that operate at less than 25hp were subject to emission standards beginning in 1997. A second phase of emission standards for these engines will be phased in between 2001 and 2005. Auxiliary engines that operate above 25hp will need to meet the requirements for the same size land-based non-road spark-ignition engines.	On-schedule.	Implementation years 1997, 1998, 2000 & 2001	NQ	NQ		Credit not taken. Expected VOC benefit =25% reduction in new engines by 2005
Engine Standards for Large Gasoline Powered Engines	A two-tiered standard with Tier 1 beginning in 2004 and Tier 2 beginning in 2007. These standards will regulate non-road gasoline powered engines rated over 19kW.	On-schedule.	Implementation years 2004 & 2007	NQ	NQ		Credit not taken. Expected VOC benefit = 20% Reduction by 2005. Expected NOx benefit = 20% Reduction by 2005
Engine Standards for Locomotive Engines	A three-tiered emission standard for new or remanufactured locomotive engines.	On-schedule.	Implementation years 1973, 2002 & 2005	NQ	NQ		Credit not taken. Expected VOC benefit = 30% Reduction by 2005. Expected NOx benefit = 30% Reduction by 2005
NOx SIP Call/Clean Air Interstate Rule	This federal rule and state regulation will be implemented to further reduce NOx emissions from major NOx sources. On March 10, 2005, the Environmental Protection Agency (EPA) announced the Clean Air Interstate Rule (CAIR), a rule that will achieve the largest reduction in air pollution in more than a decade. This action, offers steep and sustained reductions in air pollution as well as dramatic health benefits at more than 25 times greater than the cost by 2015.	On-schedule.	Implementation by 2005	NQ	NQ		Credit not taken. Expected NOx benefit = 53% Reduction from 2003 levels by 2009.
<b>Comments:</b>							

**APPENDIX - B**

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## **As Ozone Season Begins, Washington County Reminds Residents to Check Air Quality**

The Washington County Board of County Commissioners reminds residents that they have easy access to air quality forecasts and tips to help them breathe easier during ozone season. May 1st marked the beginning of ground level ozone season, which ends Sept. 30<sup>th</sup>, and provides a link from the County Website for direct air quality information.

An extended range of air quality forecasts provide the public and business community advance notice of air quality events. Advance notice allows the public to limit exposure to unhealthy air and enact a plan to reduce pollution at home and at work.

Maryland Department of the Environment (MDE) forecasts daily ozone and particle levels and issues e-mails to the public, businesses and the media via AirWatch. AirWatch is a “real time” air quality data notification system that can be visited online at: [www.air-watch.net](http://www.air-watch.net) or by calling (410) 537-3247. The AirWatch program is a regional initiative aimed at developing environmental awareness for the citizens.

Hourly air pollution levels are collected from a monitor located in the County and are displayed in a graphical interactive map. The map is color coded to represent current readings of air quality monitored within counties and municipalities recording air pollution data. The real-time map allows the public to monitor air quality conditions near their community and adjust their daily activities accordingly.

Visitors to AirWatch may also choose to register for the AirAlert notification system. AirAlert is a free service that instantly transmits an email to subscribers when the air is unhealthy. AirAlert lets users be the first to know when air quality is reaching unhealthy levels so they can protect their health or that of someone they care about.

Citizens can also view air quality information on the County website, [www.washco-md.net](http://www.washco-md.net) or on weather channel cable broadcasts and local radio and tv weather forecasts.

MDE also provides year-round reporting on another air pollutant, fine particles. Particles or “particulate matter” refer to the mixture of solid particles and liquid droplets in the air. Unlike ozone, fine particles are not a seasonal pollutant and these forecasts will be continued throughout the year.

Particle exposure can lead to a variety of health effects. For example, numerous studies link particle levels to increased hospital admissions and emergency room visits – and even to death from heart or lung diseases. Both long- and short-term particle exposures have been linked to health problems. More information about fine particles is available from the U.S. Environmental Protection Agency’s website at: [www.epa.gov/airnow](http://www.epa.gov/airnow).

Maryland has incorporated a vast number of controls and programs aimed at reducing

harmful emissions that cause air quality problems in Maryland. In addition to federal controls required in areas that exhibit air quality problems like those in Maryland, MDE has implemented a number of state and regional controls and regulations aimed at reducing the precursors of ground level ozone.

Ozone levels dropped dramatically in 2003, 2004, and 2005 because of new regulatory programs and weather. With the Governor's Clean Power Rule being adopted to implement the Healthy Air Act, Maryland is on target to meet federal air quality standards by 2010.

Research has shown that pollution blown into Maryland from other states is a significant factor in the quality of Maryland's air. Without more stringent regional controls, it will be very difficult for Maryland to achieve the national ozone standard.

For more information on air quality, call the Washington County Planning Department at (240) 313-2430 or MDE's Air Quality Hotline at (410) 537-3247.

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APPENDIX - C



# **FUEL & VEHICLE TASK GROUP**

## **Findings and Recommendations**

### **Resource Document**

#### **March, 2006**

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The Fuel & Vehicle Task Group (F&VTG) was formed as a result of high fuel prices and shortages during the Summer of 2005. Various members of County and City government agencies met at that time to discuss the County's ability to function and continue to provide necessary services to its residents during a fuel crisis. In fact, the concerns of County leadership were echoed in comments made by U.S. Representative Roscoe Bartlett in November 2005 when he spoke in Keedysville, stating that the country's dependence on oil is unsustainable and the nation needs to "approach the development of new energy sources with the 'urgency of the Manhattan Project'."

In addition to fuel availability, the group also considered the issue of air quality. Washington County has recently been designated as a non-attainment area in regards to the critical pollutant of fine particulate matter (PM 2.5). The County has also been designated as a non-attainment area for the critical pollutant of ozone, however, has received a deferred status due to efforts in establishing an early action compact with the US EPA. As a result of these recent designations of air quality, Washington County is required to be more sensitive to sources of air pollution.

The major contributors to ozone and particulate matter pollution are motor vehicles. Major advances in technology over the last 30 years, both in automobile manufacturing as well as gasoline refining, have proven to drastically reduce pollution all across the country. Hybrid vehicles and alternative fuel sources are the newest technology in the race to reduce air pollution. The F&VTG group evaluated some of these new technologies and made observations and recommendations as to how they may be incorporated into the County's policies for fuel and vehicle use.

The County Administrator and the Director of Public Works selected the following as members of the Task Group:

Kevin Cerrone (Chairman) – Transportation  
Jack Reynard – Department of Highways  
Rocky Bishop – Water Quality  
Rodney Unger – Solid Waste  
Mark Faith – Sheriff's Department  
Brenda Lampard – Budget & Finance

John Latimer – Emergency Management  
Rob Smith -- Permits

Added to the Task Group as areas of interest were more defined:

Becky Maginnis – Human Resources (as Risk Administrator for recommendations to Vehicle Use policy)  
Jill Baker – Planning (with regard to air quality)  
Eric Deike – City of Hagerstown, Public Works (as resource)  
Ray Foltz – City of Hagerstown, Assistant Finance Manager (as resource)

The County Administrator and the Director of Public Works set the task group initial agenda items. These items were grouped together under “Fuel Access and Availability” and “Vehicle Use, Type and Maintenance”. Other items were added as discussions proceeded. The group’s findings and recommendations are enumerated below.

#### **FUEL ACCESS AND AVAILABILITY/ALTERNATE FUEL TYPES:**

##### **Consider a plan to network existing fuel sites listed in Table 1 (refer to Figure 1 for locations).**

Emergency access to fuel supplies can be offered immediately to any department in the form of automatic and/or manual pump operation. In the event that fuel is needed for a vehicle that is not currently registered with a Highway fuel site, whether the pump is automatic or manual, the transaction would be manually recorded, manually keyed into the RTA vehicle software program and billing processed automatically. The maximum vehicle limit programming of existing Highway pump controllers prohibit 24/7 access on an automated and un-attended basis, however, diesel fuel pumps and gasoline pumps at all sites except Western - Sidling Hill can be made immediately available with minimal training requiring completion of handwritten forms. While the Northern Avenue Highways’ site is available 24/7, it only has capacity for 500 users. If increased use is required, additional capacity, along with software upgrades, would have to occur at that location. Additional use capacity can be accommodated at the other sites immediately on a manual basis as they are at 30% of capacity presently.

In order to increase vehicle capacity and provide 24/7 un-attended/automated access for both fuels (gasoline and/or diesel) at all Highway Department fuel sites, upgrades would involve re-programming the Gasboy 1000 sentry at the Central site and replacing existing Topkat pump devices with similar Gasboy 1000 sentries at the four (4) remaining sites (2 sites at West, East and South). Replacement of aboveground storage tanks are recommended at two (2) sites (Western @ Salt Dome on Sidling Hill and the Southern regional facility). Depending on the appurtenances installed at each site, estimated project expenses could exceed \$250,000.00 (see example Scenarios listed in Table 2). The price variation includes various scenarios including whether one or more sites would require secured automatic gate access, pump islands, lighting, canopy shelter, CCTV systems, remote connectivity to fuel sentries for database management and fuel transaction polling, etc.

If future plans involve creating a comprehensive fuel site network, i.e., combining all other non-Highway fuel sites listed in Table 1, additional discussion is necessary to consider realistic benefits vs. practicality of the additional expense. Decisions such as determining the extent of re-programming

and/or replacement of existing fuel pump controls and/or sentries would be necessary in order ensure polling data merged compatibly with Highway fuel site parameters, as well as, agreeing to designate the Highway Department authority as a central control point capable of accessing all fuel sites to manage inventory, transaction processing and billing. Regardless if fuel accesses would be limited to the Highway network or all sites combined, additional technical issues would require further solutions to resolve how to reconcile mileage errors from site polling reports that are crucial to maintaining accurate preventive maintenance tracking for a percentage of the vehicles.

SITE MAP	DEPARTMENT	FUEL TYPE	CAPACITY (gallons)	DISPENSING SYSTEM	<sup>1</sup> UST or AST
A **	Airport	Diesel	NEEDINFO	NEEDINFO	NEEDINFO
		Gasoline	NEEDINFO	NEEDINFO	NEEDINFO
B	Black Rock Golf Course	Gasoline	1,050	NEEDINFO	AST
		Diesel	500	NEEDINFO	AST
C **	County Commuter	Diesel	10,000	Gasboy 1000	UST
D	City of Hagerstown	Diesel	10,000	Gasboy 1000	UST
		Gasoline	20,000	Gasboy 1000	UST
		Kerosene	550	Gasboy 1000	UST
E	Highway – Central	Diesel	10,000	Gasboy 1000	UST
		Gasoline	12,000	Gasboy 1000	UST
F	Highway – Western	Diesel	10,000	Topkat	UST
		Gasoline	280	Hand crank (manual tickets)	<sup>2</sup> AST
G	Highway – Western (Sidling Hill on US40)	Diesel	250	Hand crank (manual tickets)	<sup>3</sup> AST
H	Highway – Eastern	Diesel	10,000	Topkat	UST
		Gasoline	280	Hand crank (manual tickets)	<sup>2</sup> AST
J	Highway – Southern	Diesel	10,000	Topkat	UST
		Gasoline	500	Electric (manual tickets)	<sup>2</sup> AST
K	Landfill	Diesel	10,000	Topkat	AST
		Gasoline	2,000	Topkat	AST
L	Parks	Diesel	500	Hand crank (manual tickets)	AST
		Gasoline	500	Hand crank (manual tickets)	AST
M	Sheriff	Gasoline	10,000	Topkat	UST
		Diesel	250	Hand crank (manual tickets)	AST
N	Water Quality	Diesel	1,000	Topkat	AST
		Gasoline	1,000	Topkat	AST

\*\* NOTE: Fuel site inventory NOT being considered for sharing due to access security or fuel tax issues, however, could still remain in network.

<sup>1</sup>Underground Storage Tank or Aboveground Storage Tank

<sup>2</sup> UL Type 142 “Lube Cube” Double steel wall, self-contained

<sup>3</sup> Single Steel wall, skid-mounted (military surplus)

Table 1

WASHINGTON COUNTY, MARYLAND  
 LOCAL & MUNICIPAL GOVERNMENT FUEL SITE LOCATIONS

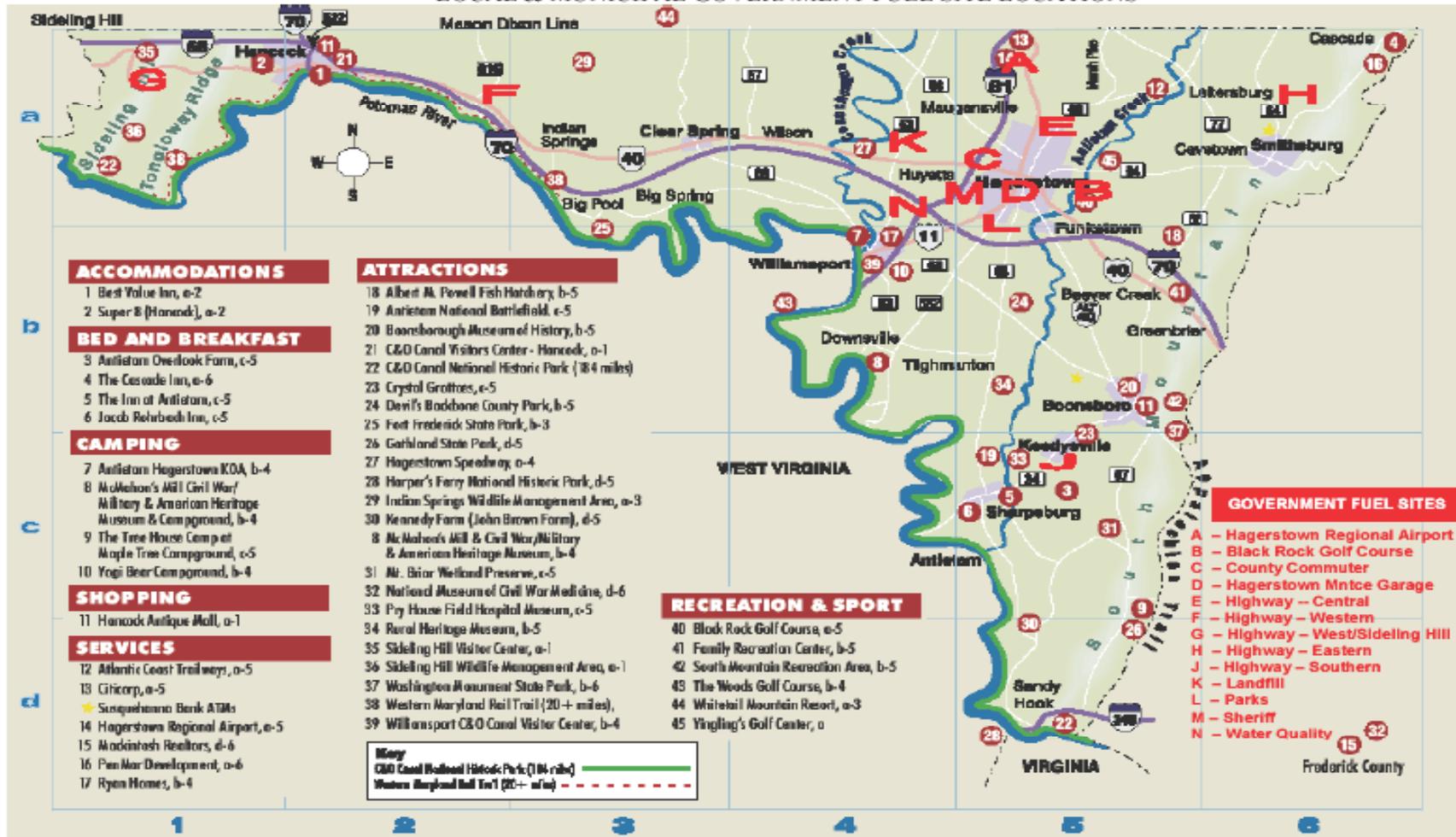


Figure 1

REVISED: 18-Jan-2006

Map Source: [http://www.marylandmemories.org/maps/Washington\\_County\\_Map\\_2005.pdf](http://www.marylandmemories.org/maps/Washington_County_Map_2005.pdf)

<b>Scenario 1</b>				<b>WASHINGTON COUNTY HIGHWAY DEPARTMENT SITE LOCATION:</b>					
				Central -- 601 Northern Ave. Hagerstown, MD 21742	Western -- 9659 National Pike Big Pool, MD 21711	Western @ Sidling Hill Salt Dome located on U.S.40 eastbound	Eastern -- 13230 Greenburg Rd Smithsburg, MD 21783	Southern -- 6223 Coffman Farm Rd Keedysville, MD 21756	
Upgrade Item #:	Upgrade Description:	\$ Estimate:	Unit:						
1	Reprogram Gasboy 1000	\$500	per site (1,000 vehicles)	\$500					
2	Gasboy 1000 Sentry	\$12,000	each		\$12,000	\$12,000	\$12,000	\$12,000	
3	Gasboy Astra pump system	\$4,000	each		\$4,000	\$8,000	\$4,000	\$4,000	
4	Nozzle, swivels, breakaway, etc.	\$400	per pump		\$400	\$800	\$400	\$400	
5	Gasboy PC software upgrade		req'd @ 1-site only	\$1,000					
6	Gasboy FLEET fuel keys	\$6	each	\$4,200					
13	ASTank Capacity	\$11	per Gallon of capacity		\$11,000	\$22,000	\$11,000	\$22,000	
14	RTA Software Vehicle Upgrades	\$250	per 25 vehicle count	\$4,000					
15	Wireless TCP/IP connectivity	\$600	per site	NOT REQUIRED	NO SERVICE	NO SERVICE	\$600	\$600	
16	TVSS Protection	\$2,000	per site			\$2,000			
				Site Sub Totals	\$9,700	\$27,400	\$44,800	\$26,000	\$39,000
				<b>GT Scenario 1</b>					<b>\$148,900</b>
<b>Scenario 2</b>				<b>WASHINGTON COUNTY HIGHWAY DEPARTMENT SITE LOCATION:</b>					
				Central -- 601 Northern Ave. Hagerstown, MD 21742	Western -- 9659 National Pike Big Pool, MD 21711	Western @ Sidling Hill Salt Dome located on U.S.40 eastbound	Eastern -- 13230 Greenburg Rd Smithsburg, MD 21783	Southern -- 6223 Coffman Farm Rd Keedysville, MD 21756	
Upgrade Item #:	Upgrade Description:	\$ Estimate:	Unit:						
1	Reprogram Gasboy 1000	\$6,000	per site (1,000 vehicles)	\$6,000					
2	Gasboy 1000 Sentry	\$12,000	each		\$12,000	\$12,000	\$12,000	\$12,000	
3	Gasboy Astra pump system	\$4,000	each		\$4,000	\$8,000	\$4,000	\$4,000	
4	Nozzle, swivels, breakaway, etc.	\$400	per pump		\$400	\$800	\$400	\$400	
5	Gasboy PC software upgrade	\$1,000	req'd @ 1-site only	\$1,000					
6	Gasboy FLEET fuel keys	\$6	each	\$4,200					
7	Secured Gate Access	\$18,000	per site		\$18,000	\$18,000	\$18,000	\$18,000	
8	Gate Access Key Fobs	\$10	each	\$4,000					
9	Islands	NEEDINFO	per site						
10	Sheltered Canopy w/o lighting, 24x30, 2-column	\$15,000	per site						
11	Sheltered Canopy with lighting w/four (4) lights	\$19,000	per site						
12	Lighting Only	\$8,000	per site		\$8,000	\$8,000	\$8,000	\$8,000	
13	ASTank Capacity	\$11	per Gallon of capacity		\$11,000	\$22,000	\$11,000	\$22,000	
14	RTA Software Vehicle Upgrades	\$250	per 25 vehicle count	\$4,000					
15	Wireless TCP/IP connectivity	\$600	per site	NOT REQUIRED	NO SERVICE	NO SERVICE	\$600	\$600	
16	TVSS Protection	\$2,000	per site			\$2,000			
17	CCTV System, 3-Cam System w/on-site DVR	\$3,600	per site						
18	CCTV System, 5-Cam System w/on-site DVR	\$5,500	per site						
19	Broadband Connectivity for CCTV live-feed	Service Currently Unavailable	Service Currently Unavailable						
20	Dispensing equipment for consumables, i.e motor oil, antifreeze, w/s solvent, etc.	NEEDINFO	per site						
21	Automatic fuel inventory tank reporting system	NEEDINFO	per site						
				Site Sub Totals	\$19,200	\$53,400	\$70,800	\$54,000	\$65,000
				<b>GT Scenario 2</b>					<b>\$262,400</b>
NOTE: Annual operating costs will require line item increases for expenses following new equipment warranty for annual technical service contracts, equipment maintenance, repair and additional telephone service as may be required.									
fn: site_costs.xls, site_costs.pdf									
Created: 16Jan2006									
Revised: 18Jan2006									

Table 2

**Consider a plan to purchase fuel outside the network of County sites during emergencies.**

A previous program using charge cards for fuel purchases was terminated due to the lack of control and instances of product accountability. However, Wright Express, which is one of many companies specializing in fleet fueling services, was contacted and the representative advised that the program requires a monthly \$2.00-per vehicle charge but does not offer a program intended for emergency use. The representative suggested the County could decide to subscribe only as needed and request charge cards be mailed overnight. See Attachment 1 for Wright Express program.

If the Commissioners elect to proceed, the group recommends further study of other public entities in other states. There are a number of fuel card programs available with varying degrees of satisfaction and success. Care must be taken to avoid contract pricing disputes given the volatility of the gas and oil markets.

Any consideration to implement the purchase of fuel from outside of the current network of County sites must be in compliance with all procurement laws and policies of Washington County.

**Use Bio-diesel and ethanol to reduce consumption of diesel and/or gas.**

Alternate fuels such as 5% Biodiesel and E10 Ethanol reduce the quantity of refined diesel and gasoline required. Although these fuel products reduce the “fossil fuel dependency factor” and improve air quality by lowering tailpipe emissions, both fuel alternatives currently cost more per-gallon than regular fuels. Industry news claims that diesel engines may need minor adjustments to injection timing to compensate for the expected change of compression ignition qualities, as well as, fuel line heater elements may be required to prevent fuel line blockage caused by low ambient operating temperatures. Cummins Power Systems classify the use of Biodiesel in its engines as “exploratory”.

Comments regarding the use of other types of alternative fuels such as Propane were discussed and are not being recommended due to previous problems encountered by its former use at the Sheriff’s Department, as well as the lack of accessible refueling sites. See Attachment 2 for additional information.

**Implement use of waste oil in lieu of regular fuels for standby generator systems.**

Department of Water Quality has historically used waste oil to provide 80% of the heating capacity at their Elliott Parkway maintenance facility. That department is also considering waste oil for other purposes, but is awaiting technology upgrades in the industry to achieve the quality and consistency of product necessary for use. Present industry standards also do not support use of waste oil in the County’s standby generators due to infrequent use and vital dependency of immediate backup power generation during a power outage, as well as manufacturer’s recommendations.

**Consider increasing fuel storage capacity.**

Full inventories of fuel for the County's departments would supply enough diesel to provide Highway services four (4) months and enough gasoline to provide existing fuel using agencies 1.6 months supply. Full inventories of fuel for the Sheriff's department would supply enough gasoline for one month of services.

NOTE: The capital cost required to increase fuel reserve capacity depends on a targeted percent of increase value. The decision should consider expectations that product usage such as gasoline would occur within a 6-12 month timeframe. Fuel storage intended for transport to another location would require transport tanker or tank wagon vehicles, driver(s) and compliance with additional COMAR, DOT and/or MDE regulations. Other considerations include expensive high volume type pumping equipment to transfer it to/from existing AST's (above ground storage tanks) or UST's (underground storage tanks). It is inevitable that a future fuel shortage crisis will occur and the costs associated with increasing fuel storage capacity could be offset by State legislation mandating absolute priority for fuel deliveries by County jurisdictions providing essential services.

**VEHICLE USE, TYPE AND MAINTENANCE:**

**Purchase full hybrid vehicles and consider alternative fuel vehicles.**

Committee discussion included departments such as the Sheriff's Department and Permit & Inspection (P&I) purchasing hybrids during FY07. For high mileage user departments such as P&I, the additional \$5,000.00\*\*\* investment per vehicle could produce a return on investment (ROI) within five (5) years (see Figure 2). However, the ROI could dramatically decrease if Vehicle Replacement Guidelines are revised as indicated. Hybrid vehicles provide the maximum ROI when operated in urban environments, therefore, the consensus among F&VTG members is that the expense would be difficult to justify. However, per the original task group's directive of placing four or five (4-5) Hybrid vehicles in-service in departments such as Engineering, Permits and the Sheriff's Department, there will be test vehicles purchased for use by the Sheriff's process servers in 2006/2007. Funding for these vehicles is derived from income generated by the process servers through District Court fees.

See Attachment 3 for additional resource information.

\*\*\* NOTE: The 2005 gas-engine model "Hybrids" were available on MD State contract as Type "H" and cost approximately \$5,800.00 more than the conventional, and comparably powered gas-engine model.



Figure 2  
 Captured Snagit® Courtesy of the Ford Escape Hybrid website <http://www.fleet.ford.com/>.

**Review Vehicle Replacement Guidelines.**

See Attachment 4 for current policy which was originally accepted by the BOCC in July 2001. Consideration has been given to increasing the limits as follows:

CLASS	VEHICLE / EQUIPMENT	ECONOMIC LIFE	USAGE (mileage)
1 & 2 (GVWR <10,001 lbs.)	Sedan *	10-5	years <u>OR</u> 100,000 <del>90,000</del>
	Sports Utility *		
	Pickup Truck * / **	10-7	years <u>OR</u> 120,000
	Passenger Van *		
	Cargo Van *		
	Utility Truck **		
	Dump Truck **		
	Flat Bed **		
	Utility Van		
	Service Truck **		

\* Matrixed administratively  
 \*\* Add 80,000-miles if Diesel engine equipped.

In order to maximize return on investment for purchase of hybrids, a shorter economic life (5-7 years) would be more cost effective.

Public Works and Finance representatives Eric Dieke and Ray Foltz from The City of Hagerstown commented that there is presently no plan to purchase hybrid vehicles. Each City department determines its own replacement guidelines.

**Develop a process to provide preventive maintenance oversight and consistency for all County maintenance departments.**

Presently all departments have in-house maintenance personnel operating independently from each other. While Highways has a wide group of agencies it services, the Sheriff's Department, Landfill, Parks, Public Transportation and Water

Quality departments operate individually and separately. It is the group's recommendation to formulate an oversight or advisory group or individual (i.e. County Fleet Manager) to provide structure to vehicle maintenance, formulate consistent, benchmarked procedures and policies that would require accountability for adherence to the appropriate state and federal requirements. Such a resource would help to maximize fuel usage, minimize vehicle wear and tear, and mitigate any liability concerns with regard to malfunctioning equipment. By consolidating vehicle repair data County-wide, trends could be more easily detected and issues addressed.

This concern was raised and solutions were in the planning stages several years ago, but the infra-structure and/or technology was not attainable at that time.

The group recommends a sub-committee, if the BOCC agrees to proceed, to provide further study and more specifically address these issues. This sub-committee could also address the expansion of the Vehicle Use policy to include the issues discussed below in the "Review Vehicle Use" section.

**Review Vehicle Use and Take Home Policies and Assignments, and Imposition of Mileage Limits.**

The group recommends a review of Policy PR-25 "Use of Official Cars and Equipment" to consider inclusion of additional elements for efficient fuel use, alternative fueling stations, safe driving recommendations (see Attachment 5), standards for driving privileges, etc.

The group recommends a sub-committee, if the BOCC agrees to proceed, to address these and other risk management issues, including standardizing and formalizing the present vehicle take home policy. The policy could also be expanded to include vehicle maintenance guidelines (see discussion above).

Eric Dieke and Ray Foltz from the City of Hagerstown provided the City's vehicle policy as a resource tool.

With regard to present take home arrangements, actual Highway Department call-out records during the period July 2003 through June 2004 indicate expenses regarding assigned vehicles totaled \$23,722.00. Contrarily, a similar model projected expenses required to reimburse employees for using their own vehicles totaled \$21,761.00. It is suggested the \$1,961.00 differential is practical insurance preventing possible liability risk issues that could occur as a result of increasing the actual response time required for road and traffic emergency conditions.

**Ensure optimum vehicle fuel efficiency through scheduled preventive maintenance.**

The following items can be included in a handout/payroll stuffer, which could also be included in the revisions to the Vehicle Use Policy or in the County-wide maintenance policy discussed above. These fuel-saving tips could also be posted in every County vehicle.

- Engines with worn spark plugs or dirty filters burn more fuel.
- Under-inflated tires cut fuel economy 2% per pound of under inflation.
- Wheel alignments ¼-inch out of adjustment increase tire resistance 5% that rob fuel and increase tire wear.
- Avoid warming up the engine prior to pulling-out, travel to destination at lower speeds.
- Anticipate the traffic pattern you're traveling in to anticipate deceleration in lieu of using the brakes hard at the last second and wasting fuel to accelerate back up to speed.
- Plan trips in advance, combine trips and consider alternatives to avoid the trip if at all possible.
- Use the most energy-conserving vehicle available and avoid using 4-wheel drive vehicles unnecessarily.
- Lighten the load if equipment on-board accumulates over a period of time that is not required every trip.
- Implement car-pool planning when scheduling inter-department meetings when a group of employee's would be expected to drive individual vehicles to/from the meeting location.
- Using air conditioning only when absolutely necessary reduces fuel consumption 1-gallon per tank.
- Obey all posted speed limits
- Restrict engine idling – an idling engine can consume more fuel in 30 seconds than it takes to re-start it!

**Implement teleconferencing, i.e. Webinars.**

The concept of attending meetings via teleconference, web based programs should be currently available. County network video-conferencing methods could become a future option. The Group conceded that there would likely be little impact on fuel consumption. See Attachment 6 for additional information.

**File time cards electronically.**

Per Budget & Finance staff member and F&VTG member Brenda Lampard, because of the Oracle® acquisition of Peoplesoft®, this may not be possible until 2013 due to timing of software upgrades.

**Consider alternative payroll distribution and mail delivery:**

Postage required to mail payroll checks each pay period would total \$310.05 [795-checks x \$.39]. There are ten (10) departments that drive vehicles, three (3) that either walk or drive and eight (8) that walk to/from the County Administration Building for payroll (either timesheet delivery or pay check pick up). As a cost comparison, on average, the Highway Department spends \$135.00 per pay period for its payroll distribution efforts [5.0-hours labor x \$20.00-hour + 95-miles roundtrip x \$.37-CPM]. (See Attachment 7 for further details.)

After discussion of practices of other widely dispersed departments (such as Water Quality and Solid Waste), the group concluded that trips in from outlying work sites are required for departmental purposes other than mail or check delivery in most cases (i.e. Water Quality testing samples) and are maximized whenever possible to include other tasks, such as site inspections, personnel visits, and the like. In addition, the group determined that mailing of paychecks could engender confidentiality issues, as well as timing of check receipt.

The City volunteered to explore the feasibility of utilizing their mail/stockroom personnel to assist in mail delivery; however, those services would only extend to County buildings within the downtown area and would not impact the most intensive vehicle use issues. Creating a County job specifically for this task may not be as feasible as the method currently used.

**Consider alternative employee work schedules.**

The Highway and Parks Departments already operate a modified work schedule annually from April through October by reducing the schedule from five (5), eight-hour days, to four (4), ten-hour days. Also, Permits & Inspection staff employee and F&VTG member Rob Smith mentioned that his department is currently discussing the issue. Further analysis of actual fuel cost savings needs to be addressed.

**Consider vehicle size vs. intended use (are large SUV's and/or pickups needed?)**

Highway Department 4WD pickups are diesel engine equipped and the chassis suspension systems are heavy-duty to withstand use of the heavier snowplows and for towing heavier equipment trailers to/from jobsites. Typically, pickups with the lighter suspension systems are not designed to be capable of handling the heavier snowplows and trailers. Neither the Permits or the Engineering Department operate any large style pickups, however, the majority of vehicles are 4WD equipped. Although the 4WD feature isn't required on a routine basis, the services these departments provide could be interrupted by unexpected seasonal conditions.

**Consider use of County Commuter bus transportation.**

When practical, County Commuter bus transportation is a resource, particularly in emergency situation where travel is restricted or fuel becomes largely unavailable. See Attachment 8 for resource information.

**ATTACHMENT 1**



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Company Name \_\_\_\_\_ Number of Employees \_\_\_\_\_

Phone (    ) \_\_\_\_\_ Fax (    ) \_\_\_\_\_

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## Md. to get biodiesel refineries

### Frederick-area, Shore plants would make soybean oil into alternative fuel

Associated Press

January 3, 2006

ADAMSTOWN -- Biodiesel production is coming to Maryland in the new year, promising benefits for farmers and the environment.

Government incentives promoting alternative fuels have helped inspire plans for as many as three refineries, two near Frederick in Central Maryland and one on the Eastern Shore. All would refine relatively clean-burning biodiesel from soybean oil, which is produced when soybeans are crushed to make meal for livestock feed.

Biodiesel is fuel produced from domestic, renewable resources such as vegetable oil. It contains no petroleum but can be blended with petroleum-based products and burned as motor fuel or home heating oil.

Homegrown diesel has been largely a Midwestern phenomenon, spurred by the grain industry and a new Minnesota law requiring that all diesel fuel sold in that state be mixed with at least 2 percent biodiesel.

But the trend is spreading to the East Coast, with refineries operating in Virginia and New York, and one under construction in Delaware.

"We're excited about it," said Maryland Agriculture Secretary Lewis R. Riley. He said the administration of Gov. Robert L. Ehrlich Jr. encourages biodiesel production in the state to help increase fuel supplies and expand the market for agricultural products.

<http://www.baltimoresun.com/business/bal-bz.biodiesel03jan03,1,1369702,print.story?coll=bal-business-h...> 1/3/2006

One of the proposed Maryland projects would do both by creating a soybean-crushing plant and a biodiesel refinery on the same site, along Interstate 70 between Frederick and Baltimore. Brothers Robert and Jeremy Butz, whose family owns Windridge Farm south of Frederick, said the plant would buy soybeans from Central and Southern Maryland and southern Pennsylvania.

Prices paid to farmers in these areas have been depressed since Maryland's last remaining grain export elevator, at Locust Point in South Baltimore, collapsed in 2001, the brothers said.

The Butzes said they aim to buy about 5 million bushels of soybeans annually, enough to produce 218 million pounds of soybean meal and 5 million gallons of soybean oil. They would sell the meal to area dairy farmers to feed cattle.

Sales of biodiesel made from the oil would make the entire operation financially feasible, Robert Butz said.

"If you can't find a good market for your oil, you can't crush beans," Butz said. "If we can take this oil and make biodiesel out of it, then it makes financial sense to crush," he said.

The Maryland Soybean Board, a grower-funded group that promotes soybean use, has approved a \$15,000 expenditure to help finance a feasibility study for the Butz project.

Board member Dave Burrier of Frederick County called it a winner for the area's soybean growers.

"With a crushing facility here, it gives us another option for our marketing," he said.

Columbia-based OffWorldWealth Inc. also plans a Central Maryland biodiesel plant this year, either as part of the Butz project or as a stand-alone operation, said Sean Davidson, the firm's chief operating officer.

On the Eastern Shore, James Warren, owner of Cropper Oil Co., plans to start producing at least 500,000 gallons of biodiesel this spring in Berlin, expanding to 3 million gallons a year. Warren said he would buy soybean oil from nearby Perdue Farms Inc., which crushes more than 39 million bushels of soybeans annually for chicken feed.

Perdue spokeswoman Julie DeYoung said the company sells soybean oil to biodiesel plants in Virginia and New York, and would be happy to supply refineries closer to home.

She said Perdue isn't concerned about competing with the Butzes for raw soybeans.

"Right now, there's plenty of soybeans to go around," DeYoung said. "We certainly support agriculture, and strong market outlets are good for agriculture."

Maryland farmers were expected to harvest about 16 million bushels of soybeans in 2005, according to the U.S. Agriculture Department.



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## Cold snap raises issues when biodiesel gels up

By Sharon Silke Carty, USA TODAY

An unusually cold December in parts of the country exposed a flaw in biodiesel — a partly organic fuel that many hope will lessen the country's dependence on foreign oil.

Biodiesel has been gaining in popularity in recent years. Its allure is simple: The fuel can be made from material such as soybeans or recycled french fry oil mixed with regular diesel to make a cleaner-burning fuel.

Tax breaks for biodiesel users — rebates of 50 cents to \$1 per gallon — have encouraged use.

But cold weather can cause biodiesel to solidify, clogging fuel lines and filters and leaving vehicles with no power. Just before Christmas, Minnesota temporarily lifted a recently enacted mandate that all diesel fuel sold in the state be biodiesel, because of complaints from truckers during a cold snap. In Colorado, dozens of students had no ride to school when biodiesel-powered buses wouldn't start.

Straight diesel fuel will also solidify, but at a lower temperature. Biodiesel supporters say it's just been unusually cold, and the newer fuel gets the blame for problems that would happen anyway.

But John Hausladen, president of the Minnesota Trucking Association, says: "Our organization has always opposed the mandated use of the fuel. We supported the concept of developing the fuel; we wanted to be partners rather than guinea pigs. The state mandates for the brand-new fuel are creating a statewide experiment with an outcome that is yet to be determined."

He says 62% of fleet managers his group surveyed in December reported trucks were having problems from failure to start, to losing power going up hills, to stopping in the middle of the road.

Mike Bute, a diesel technician at Riverland Community College in Albert Lea, Minn., says there would be problems even with straight diesel. "Every year, when it gets subzero, there are diesel-powered vehicles that gel up and stall," Bute says. "This year, because of the mandate, the biodiesels have been taking the blame for that. It really hasn't been more than usual."

Through its Clean School Bus USA program, the Environmental Protection Agency encourages school districts to make changes that will cut emissions from buses, including switching to biodiesel. Through 2005, the EPA program doled out \$7.5 million in grants.

The Jefferson County, Colo., school district used an EPA grant to convert 175 of its 350 school buses to biodiesel. But in early December, when Colorado had more than a week of subzero temperatures, eight buses failed to start. "It's the coldest December we've had in 10 years," says Marc Horner, fleet manager for the Jefferson County schools. "It's out of the norm. With the cold weather, it just brings out mechanical problems of all sort."

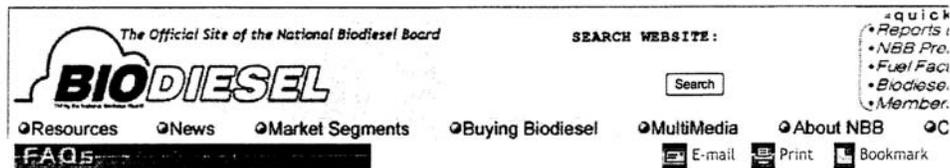
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The Official Site of the National Biodiesel Board

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## What is Biodiesel?

Biodiesel is the name of a clean burning alternative fuel, produced from domestic, renewable resources. Biodiesel contains no petroleum, but it can be blended at any level with petroleum diesel to create a biodiesel blend. It can be used in compression-ignition (diesel) engines with little or no modifications. Biodiesel is simple to use, biodegradable, nontoxic, and essentially free of sulfur and aromatics.

## Is Biodiesel the same thing as raw vegetable oil?

**No!** Biodiesel is produced from any fat or oil such as soybean oil, through a refinery process called transesterification. This process is a reaction of the oil with an alcohol to remove the glycerin, which is a by-product of biodiesel production. Fuel-grade biodiesel must be produced to strict industry specifications (ASTM D6751) in order to insure proper performance. Biodiesel is the only alternative fuel to have fully completed the health effects testing requirements of the 1990 Clean Air Act Amendments. Biodiesel that meets ASTM D6751 and is legally registered with the Environmental Protection Agency is a legal motor fuel for sale and distribution. Raw vegetable oil cannot meet biodiesel fuel specifications, it is not registered with the EPA, and it is not a legal motor fuel.

For entities seeking to adopt a definition of biodiesel for purposes such as federal or state statute, state or national divisions of weights and measures, or for any other purpose, the official definition consistent with other federal and state laws and Original Equipment Manufacturer (OEM) guidelines is as follows:

Biodiesel is defined as mono-alkyl esters of long chain fatty acids derived from vegetable oils or animal fats which conform to ASTM D6751 specifications for use in diesel engines. Biodiesel refers to the pure fuel before blending with diesel fuel. Biodiesel blends are denoted as, "BXX" with "XX" representing the percentage of biodiesel contained in the blend (ie: B20 is 20% biodiesel, 80% petroleum diesel).

## Is biodiesel used as a pure fuel or is it blended with petroleum diesel?

Biodiesel can be used as a pure fuel or blended with petroleum in any percentage. B20 (a blend of 20 percent by volume biodiesel with 80 percent by volume petroleum diesel) has demonstrated significant environmental benefits with a minimum increase in cost for fleet operations and other consumers.

## Is it approved for use in the US?

Biodiesel is registered as a fuel and fuel additive with the Environmental Protection Agency (EPA) and meets clean diesel standards established by the California Air Resources Board (CARB). Neat (100 percent) biodiesel has been designated as an alternative fuel by the Department of Energy (DOE) and the US Department of Transportation (DOT).

## How much biodiesel has been sold in the US?

The National Biodiesel Board has released the following sales volume estimates for the US:

2003 -- an estimated 25 million gallons  
2002 -- 15 million gallons  
2001 -- 5 million gallons  
2000 -- 2 million gallons  
1999 -- 500,000 gallons

### **How do biodiesel emissions compare to petroleum diesel?**

Biodiesel is the only alternative fuel to have fully completed the health effects testing requirements of the Clean Air Act. The use of biodiesel in a conventional diesel engine results in substantial reduction of unburned hydrocarbons, carbon monoxide, and particulate matter compared to emissions from diesel fuel. In addition, the exhaust emissions of sulfur oxides and sulfates (major components of acid rain) from biodiesel are essentially eliminated compared to diesel.

Of the major exhaust pollutants, both unburned hydrocarbons and nitrogen oxides are ozone or smog forming precursors. The use of biodiesel results in a substantial reduction of unburned hydrocarbons. Emissions of nitrogen oxides are either slightly reduced or slightly increased depending on the duty cycle of the engine and testing methods used. Based on engine testing, using the most stringent emissions testing protocols required by EPA for certification of fuels or fuel additives in the US, the overall ozone forming potential of the specified hydrocarbon emissions from biodiesel was nearly 50 percent less than that measured for diesel fuel.

### **Can biodiesel help mitigate "global warming"?**

A 1998 biodiesel lifecycle study, jointly sponsored by the US Department of Energy and the US Department of Agriculture, concluded biodiesel reduces net CO<sup>2</sup> emissions by 78 percent compared to petroleum diesel. This is due to biodiesel's closed carbon cycle. The CO<sup>2</sup> released into the atmosphere when biodiesel is burned is recycled by growing plants, which are later processed into fuel..Is biodiesel safer than petroleum diesel? Scientific research confirms that biodiesel exhaust has a less harmful impact on human health than petroleum diesel fuel. Biodiesel emissions have decreased levels of polycyclic aromatic hydrocarbons (PAH) and nitrated PAH compounds that have been identified as potential cancer causing compounds. Test results indicate PAH compounds were reduced by 75 to 85 percent, with the exception of benzo(a)anthracene, which was reduced by roughly 50 percent. Targeted nPAH compounds were also reduced dramatically with biodiesel fuel, with 2-nitrofluorene and 1-nitropyrene reduced by 90 percent, and the rest of the nPAH compounds reduced to only trace levels.

### **Does biodiesel cost more than other alternative fuels?**

When reviewing the high costs associated with other alternative fuel systems, many fleet managers have determined biodiesel is their least-cost-strategy to comply with state and federal regulations. Use of biodiesel does not require major engine modifications. That means operators keep their fleets, their spare parts inventories, their refueling stations and their skilled mechanics. The only thing that changes is air quality.

### **Do I need special storage facilities?**

In general, the standard storage and handling procedures used for petroleum diesel can be used for biodiesel. The fuel should be stored in a clean, dry, dark environment. Acceptable storage tank materials include aluminum, steel, fluorinated polyethylene, fluorinated polypropylene and teflon. Copper, brass, lead, tin, and zinc should be avoided.

### **Can I use biodiesel in my existing diesel engine?**

Biodiesel can be operated in any diesel engine with little or no modification to the engine or the fuel system.

Biodiesel has a solvent effect that may release deposits accumulated on tank walls and pipes from previous diesel fuel storage. The release of deposits may clog filters initially and precautions should be taken. Ensure that only fuel meeting the biodiesel specification is used.

**Where can I purchase biodiesel?**

Biodiesel can be made available anywhere in the US. The National Biodiesel Board (NBB) maintains a list of registered fuel marketers. A current list is available on the biodiesel web site at [www.biodiesel.org](http://www.biodiesel.org) or by calling the NBB at (800) 841-5849.

**Who can answer my questions about biodiesel?**

The NBB maintains the largest library of biodiesel information in the US. Information can be requested by visiting the biodiesel web site at [www.biodiesel.org](http://www.biodiesel.org), by emailing the NBB at [info@nbb.org](mailto:info@nbb.org), or by calling NBB's toll free number (800) 841-5849.

**For more information on the general and technical definitions of biodiesel, the distinction between the two and why those distinctions are important, [click here](#).**

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## SPECIFICATION FOR BIODIESEL (B100)

December 2001

Biodiesel is defined as the mono alkyl esters of long chain fatty acids derived from vegetable oils or animal fats, for use in compression-ignition (diesel) engines. This specification is for pure (100%) biodiesel prior to use or blending with diesel fuel.#

Property	ASTM Method	Limits	Units
Flash Point	D93	130 min.	Degrees C
Water & Sediment	D2709	0.050 max.	% vol.
Kinematic Viscosity, 40 C	D445	1.9 - 6.0	mm <sup>2</sup> /sec.
Sulfated Ash	D874	0.020 max.	% mass
Sulfur S 15 Grade S 500 Grade	D5453	15 max. 500 max.	ppm
Copper Strip Corrosion	D130	No. 3 max.	
Cetane	D613	47 min.	
Cloud Point	D2500	Report	Degrees C
Carbon Residue 100% sample	D4530**	0.050 max.	% mass
Acid Number	D664	0.80 max.	mg KOH/gm
Free Glycerin	D6584	0.020 max.	% mass
Total Glycerin	D6584	0.240 max.	% mass
Phosphorus Content	D 4951	0.001 max.	% mass
Distillation Temp, Atmospheric Equivalent Temperature, 90% Recovered	D 1160	360 max.	Degrees C

- \* To meet special operating conditions, modifications of individual limiting requirements may be agreed upon between purchaser, seller and manufacturer.
- \*\* The carbon residue shall be run on the 100% sample.

**ATTACHMENT 3**

## Hybrid Vehicle Information

Here is a quick overview of the strengths and drawbacks of systems that are on the market:

- **Gasoline:** Gas engines are relatively cheap and powerful. But they tend to be the least efficient type of engine and produce higher emissions.
- **Diesel:** Diesel engines are powerful and efficient. Diesel fuel is easier and cheaper to refine from crude oil. But diesels are more costly by \$1,000 or more because of the advanced technology to make these engines accelerate more quickly.
- **Gasoline hybrid:** Hybrids like the Toyota Prius are on the road today. They get great gas mileage in the city by running partially on electricity. But they are more expensive than traditional engines by about 20 percent.
- **Diesel hybrid:** Diesel hybrids are even cleaner and more efficient than gas hybrids. But they are also that much more expensive. This type of vehicle is still in development and may never fully come to market.
- **Alternative fuel:** These are cars that run on fuels like natural gas and hydrogen. For the time being, they are prohibitively expensive for normal passenger car use.

Gas hybrids have made a tremendous splash with big successes like the [Toyota Prius](#) and the [Ford Escape hybrid](#). But many owners notice that when they get on the highway, the gains in fuel-efficiency are less impressive. *And in the end, it takes a long time for the savings in gas to pay for the higher cost of a gas hybrid.* As a result, while they remain popular, they aren't expected to dominate a major slice of the overall car market.

Source: Article found on Edmunds.com

## Hybrid Cars

	2006 Honda Accord Hybrid	2006 Honda Civic Hybrid		2006 Honda Insight	2006 Toyota Prius
Side-by-Side					
<b>EPA Fuel Economy</b>					
<b>Fuel Type</b>	Regular Gasoline	Regular Gasoline	Regular Gasoline	Regular Gasoline	Regular Gasoline
<b>Transmission</b>	Auto (L5)	Auto (CVT)	Auto (CVT) Man(5 sp)		Auto (CVT)
<b>MPG (city)</b>	-	49	57 60		60
<b>MPG (hwy)</b>	-	51	56 66		51
<b>MPG (comb)</b>	-	<b>50</b>	<b>56 63</b>		<b>55</b>
<b>Fuel Economics</b>					
<b>Cost to Drive 25 Miles</b>	-	<b>\$1.08</b>	<b>\$0.96</b> <b>\$0.85</b>		<b>\$0.98</b>
<b>Fuel to Drive 25 Miles</b>	-	0.50 gal	0.45 gal 0.40 gal		0.45 gal
<b>Cost of a Fill-up</b>	-	<b>\$23.80</b>	<b>\$20.51</b> <b>\$20.51</b>		<b>\$23.03</b>
<b>Miles on a Tank</b>	-	554 miles	534 miles 601 miles		589 miles
<b>Tank Size</b>	-	12.3 gal	10.6 gal 10.6 gal		11.9 gal
<b>Annual Fuel cost*</b>	-	\$645	\$277 \$513		\$587

\* Based on 45% highway driving, 55% city driving, 15000 annual miles and the following fuel prices: Regular Gasoline: \$2.15 per gallon

## Hybrid Trucks

	2006 Chevy Silverado Hybrid	2006 GMC Sierra Hybrid
Side-by-Side		

### EPA Fuel Economy

Fuel Type	Regular Gasoline		Regular Gasoline	
	2WD	4WD	2WD	4WD
MPG (city)	18	17	18	17
MPG (hwy)	21	19	21	19
<b>MPG (comb)</b>	<b>19</b>	<b>18</b>	<b>19</b>	<b>18</b>

	Fuel Economics			
<b>Cost to Drive 25 Miles</b>	<b>\$2.83</b>	<b>\$2.99</b>	<b>\$2.83</b>	<b>\$2.99</b>
<b>Fuel to Drive 25 Miles</b>	1.32 gal	1.39 gal	1.32 gal	1.39 gal
<b>Cost of a Fill-up</b>	<b>\$50.31-\$65.79</b>	<b>\$50.31-\$65.79</b>	-	-
<b>Miles on a Tank</b>	445-581miles	421-551miles	-	-
<b>Tank Size</b>	26.0-34.0 gal	26.0-34.0 gal	-	-
<b>Annual Fuel cost*</b>	\$1696	\$1793	\$1696	\$1793

\* Based on 45% highway driving, 55% city driving, 15000 annual miles and the following fuel prices: Regular Gasoline \$2.15 per gallon

Source: FuelEconomy.gov

### Hybrid Purchase Price Information:



[Honda Insight](#)

\$19,330 - \$21,530<sup>1</sup>



[Honda Civic Hybrid](#)

\$19,900 - \$21,050<sup>1</sup>



[Toyota Prius](#)

\$21,275<sup>1</sup>



[Ford Escape](#)

\$26,830 - \$28,455<sup>1</sup>



[Chevrolet Silverado 1500 Hybrid](#)

\$27,995 - \$30,960<sup>1</sup>



[GMC Sierra 1500 Hybrid](#)

\$28,675 - \$32,040<sup>1</sup>



**Honda Accord Hybrid**

\$30,140 - \$32,140<sup>1</sup>

<sup>1</sup> The price range is based off the lowest and highest priced trim level base using the manufacturer retail price, excluding taxes, title and registration fees.

Source: LotPro.com

<b>LoanWeb - Home Loan Experts</b>		Choose Loan Amount: <input type="text"/>	
<b>Shop For A Loan</b>		<b>Calculators</b>	
<ul style="list-style-type: none"> <li>● <a href="#">Find a Home Loan</a></li> <li>● <a href="#">Compare Rates</a></li> <li>● <a href="#">Get a Home Equity Loan</a></li> </ul>	<ul style="list-style-type: none"> <li>● <a href="#">Refinance Today</a></li> <li>● <a href="#">Debt Consolidation</a></li> <li>● <a href="#">Bad Credit OK!</a></li> </ul>	<ul style="list-style-type: none"> <li>● <a href="#">What Can I Afford?</a></li> <li>● <a href="#">Should I Refinance?</a></li> <li>● <a href="#">What Will My Payments Be?</a></li> </ul>	<ul style="list-style-type: none"> <li>● <a href="#">15 or 30 Year Loans</a></li> <li>● <a href="#">Interest-Only</a></li> <li>● <a href="#">Fixed or Adjustable</a></li> </ul>



Powered by Clickability

## Ford's newest SUV is B-I-G: Report

Newspaper says automaker will unveil a large sports utility vehicle tentatively called "Everest."

December 12, 2005: 2:09 PM EST

**NEW YORK (CNNMoney.com) -** According to a newspaper report, Ford is set to launch a new, super-size SUV.

Just two months after it pulled the plug on the massive Ford Excursion, *the Detroit News* said the automaker is preparing to unveil a vehicle tentatively called the "Ford Everest."

"Excursion was just too much. It went overboard," Joe Langley, an analyst with CSM Worldwide, told the newspaper. "But there's still a market for a (jumbo) SUV."

The Excursion, launched in 2000, was quickly dubbed the Ford Valdez by critics; and Ford (down \$0.02 to \$8.16, [Research](#)) ended production earlier this year as gas prices topped \$3 a gallon.

### Serving SUV demand

Even though the company has pursued a hybrid-heavy marketing strategy, *the Detroit News* reported that there is still demand in the lucrative SUV market.

"It's hard to wean yourself off of them," Langley was quoted as saying. "They're the crack of the American auto industry."

While Ford declined to comment on future product plans, a company spokesman told the paper that traditional truck-based SUV customers and consumers who prefer car-based crossover vehicles are beginning to form separate groups, and that the company is trying to satisfy both segments.

But it will be difficult to launch larger vehicles amid attempts to "green up" the company's image. Industry watchers told the newspaper that the introduction will be low-key, and that the vehicle will appear in showrooms as a high-end version of the Expedition.

The *Detroit News* said Ford will not show the new vehicle at the North American International Auto Show in

<http://cnmmoney.printthis.clickability.com/pt/cpt?action=cpt&title=Ford%27s+newest+SUV+is+B-I-G%27...> 12/13/2005

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January, instead pitching it hard in places that are dominated by target customers.

### Super-size dimensions

Essentially a stretched version of the Ford Expedition, the new SUV will be over 19 feet long -- about 15 inches longer than the Expedition -- and will have more cargo room behind the third row of seats, the report said.

The SUV, which has yet to be given an official name, will debut at the same time as a longer version of the Lincoln Navigator, the newspaper said.

Unlike the titanic Excursion, the new SUV will be built on a heavy-duty truck frame and should fit in most garages, according to the report.

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A struggling Ford will cut up to 30,000 jobs. [Click here](#) for more. ■

**Find this article at:**

<http://money.cnn.com/2005/12/12/news/fortune500/ford/index.htm?cnn=yes>

Check the box to include the list of links referenced in the article.

<http://cnmoneyprintthis.clickability.com/pt/cpt?action=cpt&title=Ford%27s+newest+SUV+is+B-I-G%27s> 12/13/2005

## Big new tax breaks for hybrid cars

Starting next year, buying a fuel-efficient vehicle will help keep IRS at bay.

December 22, 2005: 1:15 PM EST  
By Peter Valdes-Dapena, CNNMoney.com staff writer

**NEW YORK (CNNMoney.com) - If you just bought a brand new fuel-efficient hybrid vehicle, sorry but you should have waited.**

Starting Jan. 1, 2006, buyers of some hybrid vehicles can get a hefty tax credit. But the credits vary a lot and some very fuel-efficient vehicles still get no credits at all.

In some cases, though, the credits are large enough to almost entirely make up the additional cost of the hybrid vehicle as compared to a non-hybrid. That means any money you save on gas will actually go directly into your pocket.

Previously, some hybrid vehicle purchases have been eligible for tax deductions. The new credits, however, are subtracted directly from the money you owe the IRS. That makes these credits much more valuable than deductions.

Even though the new tax law covers diesels as well as hybrids, no diesel vehicles will get tax credits in spite of the fact that some get extremely high gas mileage, according to an analysis by the American Council for an Energy Efficient Economy.

The Internal Revenue Service has not officially said, yet, what the tax credits will be, but the ACEEE based its figures on what is currently known about 2006 vehicles and the wording of the law.

The amount of the credit for each vehicle is based on three factors:

First, how large is the vehicle? The amount of the credit is based on the vehicle's fuel economy as compared to a similar 2002 model-year vehicle. To get any credits at all, a vehicle must get at least 25 percent better fuel economy than a similar 2002 vehicle.

A vehicle could also get a smaller credit if it is estimated to save at least 1,200 gallons of fuel over its lifetime.

Vehicles also must meet certain emissions standards to qualify for a tax credit. Regardless of their fuel economy, no diesel vehicles currently meet the emissions requirement for a tax credit.

**[Check our gallery for examples of cars with credits](#)** ■

**Find this article at:**

[http://money.cnn.com/2005/12/21/Autos/tipsandadvice/hybrid\\_tax\\_credits/index.htm?cnn=yes](http://money.cnn.com/2005/12/21/Autos/tipsandadvice/hybrid_tax_credits/index.htm?cnn=yes)

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### **Toyota Prius**

#### **Tax credit shooting star**

The Prius will get the second-largest tax credit of any vehicle. Buyers will get \$3,150 off their federal taxes. But you'd better not wait too long, because credits on Toyota hybrids will probably start shrinking and, ultimately, disappear sooner than those for other hybrid vehicles. Tax credits for hybrid vehicles sold by any given car company begin to phase out once that manufacturer has sold 60,000 eligible vehicles. Toyota, which sells hybrids under both the Toyota and Lexus brands, will probably reach that limit well before the end of 2006.

Source: ACEEE

**NEXT»**



[Back to Story - Help](#)

## Cities Question Cost of Hybrid Cars

Associated Press

By PATRICK WALTERS, Associated Press Writer  
2 hours, 42 minutes ago

By gradually adding hybrids to this city's vehicle fleet, James Muller knows he's helping to save the environment. What he doesn't know is whether switching to the more expensive "green" vehicles will save taxpayers money.

The city just bought 20 new hybrid Ford Escapes to add to the six Toyota Priuses already in its 6,000-vehicle fleet. Muller, Philadelphia's fleet manager, said officials are doing it to improve air quality, but that the upfront costs definitely take a bigger hit on city coffers.

"That's what we're finding with the initial cost ... it doesn't wash out," he said. "You're actually paying more money."

Hybrid vehicles, which save gasoline by switching between an electric motor and a gas engine, are seeing enormous sales growth among ordinary consumers. More than 173,000 had been sold in 2005 through October, more than doubling the total for all of 2004, according to the Electric Drive Transportation Association.

Officials in many cities, however, are hesitant, even though municipal governments have been part of the vanguard for bringing technologies such as electric cars and natural-gas-powered buses to the nation's roads.

It's only been a year or two since many cities started adding hybrids to their fleets, but officials say the initial costs can be tough to bear. And they simply don't know whether they'll save money over gasoline-only or diesel vehicles the long run.

Officials in various cities estimate that choosing a hybrid vehicle costs an extra \$3,000 to \$8,000, depending on the model and which gasoline-only model would have been bought in its place.

Officials in Ann Arbor, Mich., decided not to add hybrids to their fleet after determining the costs would outweigh the benefits. Ann Arbor has other types of alternate-fuel vehicles, but found that hybrids just weren't cost-effective, said David Konkle, the city's energy coordinator.

Konkle estimated the hybrids would save \$300 to \$500 a year each in gas, making it impossible to make up the difference in purchase price, which he said was \$8,000.

"Economic times have been very tough and we were facing the toughest budget year that I've seen in the 15-plus years that I've been here at the city," Konkle said.

In New York, which had bought more than 830 hybrids as of 2004, the vehicles make sense because the city now requires the purchase of the cleanest vehicle available, said Mark Simon, director of alternative fuel programs.

"It was not our mandate to save money," he said. "They're expecting us to pay more for a cleaner tailpipe."

In Oregon, Dan Clem oversees 3,000 vehicles — 123 of them hybrids — as fleet manager for the state's Department of Administration Services.

Whether the state ultimately saves money depends on a number of factors, including how gas prices change and how well the hybrids hold up, he said.

"If they don't last, then they won't pencil out," Clem said, adding that they appear to be holding up well so far.

Hybrids are a low-risk technology, but the price does cause some governments to think hard before buying them, said Brian Wynne, president of the Electric Drive Transportation Association.

"Yes, there is a premium associated with buying a hybrid vehicle at this point," said Wynne, whose group's members include vehicle and equipment manufacturers and energy suppliers. "I don't think there's hesitancy, I think there's diligence."

Wynne said prices will go down as production increases, and that government incentives such as tax credits will help defray the cost.

Bradley Berman, editor of hybridcars.com, a consumer-information site, said fleet managers need to look at how much they

typically drive a vehicle and how long they keep it.

"Obviously, the more you drive the more you save and the more compelling the financial equation is," Berman said.

In Ann Arbor, which has faced layoffs, Konkle said the expense of hybrids was pretty much out of the question this year.

"Is this year a good year to demonstrate our greenness by buying a hybrid vehicle?" he said. "And the answer was, 'no.'"

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On the Net:

Electric Drive Transportation Association: <http://www.electricdrive.org/>

Hybridcars.com: <http://www.hybridcars.com>

Center for Automotive Research: <http://www.cargroup.org/>

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**ATTACHMENT 4**

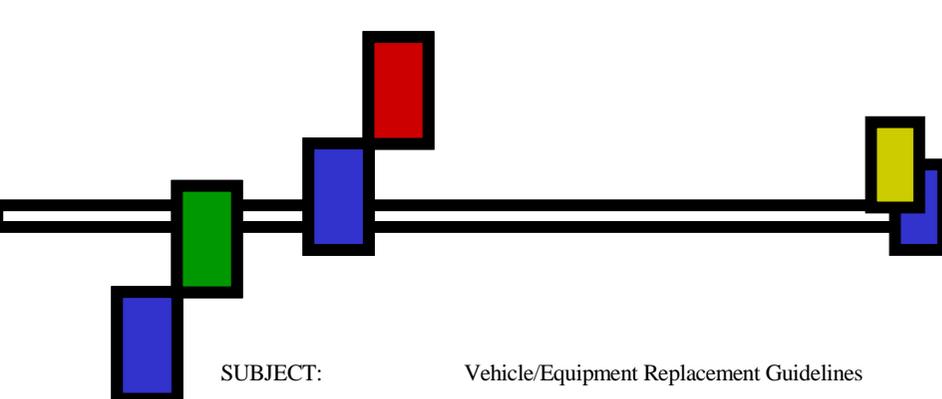
Sensitivity:

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**VEHICLE / EQUIPMENT REPLACEMENT POLICY GUIDELINES FOR WASHINGTON COUNTY, MD**  
*Excerpt of Presentation to the Board of County Commissioners for Washington County, MD*  
July 24, 2001

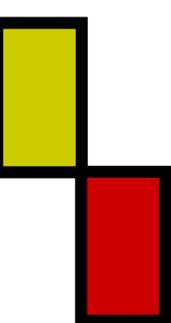
FYI, the PDF document includes only pages 8-9 of the presentation document as it was originally presented to; and accepted by, the County Commissioners on July 24, 2001.



SUBJECT: Vehicle/Equipment Replacement Guidelines

POLICY: It is the policy of Washington County Government to consider for replacement only those units that meet or exceed established thresholds for age and usage. This policy establishes the economic life of fleet vehicles and equipment, based on various industry sources, and the projected needs of Washington County Government.

PURPOSE: To effectively manage the total cost of ownership of all vehicles under the umbrella of the Washington County Highway's fleet maintenance department, and to assist any other departments, agencies and the administration in making sound replacement decisions.



PROCEDURE: Use the guidelines attached to identify vehicles and equipment ("units") that should be considered for replacement. The Highway Department Fleet Maintenance division can assist departments/divisions with any support information that may be required in order to determine and/or support replacement-planning activities.

The attachments to this policy groups equipment into classes based on industry standards, type of equipment, and similarity of use, listing age ("Economic Life") and usage replacement thresholds. Units for which no usage thresholds are listed (e.g., backhoes, industrial fork trucks) need to meet only the age thresholds.

The actual number of units funded for replacement in a given year is dependent upon available funds. Accordingly, agencies should prioritize proposed replacement requests, beginning with units expected to have maintenance costs exceeding residual value by a minimum of 30%. Primarily, unit age and mileage will trigger replacement, however, not automatically be considered for replacement.

Any user agency submitting budget forms for vehicle replacements requiring Highway department approval, shall confirm the vehicle(s) meet the minimum life in years at the time the request is submitted. Requests for vehicle(s) replacement based on advancing the minimum vehicle(s) age threshold prior to the actual start of the fiscal year, shall be rejected.

Unusual conditions that suggest replacement of units that fall outside these guidelines should be referred to the Highway Department's Fleet Manager, who will arrange for inspection of the unit(s) in question. The Fleet Manager will evaluate these exceptional replacement recommendations based on the analysis that clearly indicate accelerated deterioration of units, reflecting unusually high downtime and maintenance costs over consecutive years. These exceptions require using CPM (cost per mile) matrix formula to calculate optimum replacement period. The CPM matrix may also calculate exceptionally high fuel usage that could increase annual vehicle operating costs. Typically, most vehicles only require applying the LCCA (life cycle cost analysis) matrix formula.

Downtime is defined as the number of hours a unit is unavailable for use due to authorized repair of preventive maintenance work. Downtime begins when a unit is brought to the facility for authorized repair. Downtime does not include the time for repairs resulting from vehicle abuse, accidents, vandalism, equipment up-fitting, or acts of God.

W. C. HIGHWAY DEPARTMENT VEHICLE & EQUIPMENT TYPES & USAGE GUIDELINES

CLASS:	VEHICLE / EQUIPMENT	ECONOMIC LIFE (minimum)		USAGE (mileage)
1 & 2 (GVWR < 10,001 lbs.)	Sedan*	5	years	90,000
	Sports Utility*	7	years	120,000
	Pickup Truck* / **			
	Passenger Van*			
	Cargo Van*	10	years	120,000
	Utility Truck**			
	Dump Truck**			
Flat Bed**				
Utility Van				
Service Truck**				
* Matrixed administratively.				
** Diesel engine equipped additional 12,000 miles.				
3,4,5 (GVWR < 19,500 lbs.)	Conv. Van Body	10	years	N/A
	Cab Frwd. Van Body			
	Walk-in Van, Long WB			
	Walk-in Van			
6 *** (GVWR < 26,001 lbs.)	Stake/Flat Bed (single axle)	10	years	N/A
	Dump Truck (single axle)			
	Aerial Unit			
	Service Truck			
7 *** (GVWR < 33,001 lbs.)	Dump Truck (single axle)	10	years	N/A
	Service Truck			
8 *** (GVWR > 33,001 lbs.)	Dump Truck (single axle)	10	years	N/A
	Dump Truck (multiple axle)			
	Tractor Truck (conventional cab)			
	Highway Line Striper			
	Aerial Unit			
Other ***	Service Truck			
	Trailers:	15 - 20	years	N/A
	< 10,001 GVW			
	< 40,001 GVW			
	> 80,001 GVW			
OFF HIGHWAY *** (Marine)	Special use			
	Loader/Backhoe	05	years	N/A
	R.T.Loader			
	Tractor w/mower(s)	10	years	N/A
	Industrial Fork Truck			
	Crawler Loader			
	Crawler Dozer			
	Aerial Unit			
	Asphalt Paver			
	Asphalt Maintainers			
	Vibratory Compactors			
	Broom/Sweepers			
	Chippers			
	Miscellaneous	10 - 15	years	N/A
Motor Grader	15	years	N/A	

Note: "<" less than, ">" greater than.

\*\*\* Units require a physical inspection prior to the matrix process.

**Washington County, Maryland  
Vehicle Requests  
FY04**

Dept Number	Dept Name	Vehicle Type	Replace Y or N	Justification	WCHD Ref #:
40040	Maintenance Utility Fund	3/4 ton extended	(see note 1)	To replace unit #116 with greater than 120,000 miles.	1
40040	Maintenance Utility Fund	4WD Utility SUV	(see note 1)	To replace unit #114 with greater than 120,000 miles.	1
11500	Permits & Inspections	4WD Full SUV, 3000 Chevrolet trailblazer	Y	Current vehicle has greater than 125,000	2
11610	Engineering	4 door, 4WD SUV	Y	Jeep cherokee has 100,750 miles	2
11440	911 - Communications	4wd, SUV, 4 door **	Y **	replacement vehicle used by Director of Emergency Management	** 3
11430	Special Operations	4x4 utility vehicle	(see note 1)	consolidate 2 vehicles - a pick-up truck and an SUV	1

NOTES:

- 1 Although justification seems logical, current vehicle usage history and maintenance detail is not available for WCHD review.
- 2 Vehicle exceeds recommended replacement guidelines (see attached charts for vehicles 130015 and 250017)
- \*\* 3 The current vehicle exceeds recommended replacement guidelines (see attached chart for vehicle 070002). However, the replacement justification is stipulating a different type of vehicle than currently utilized. Determination of the exact type of replacement vehicle is NOT decided by me and, should be given further consideration prior to final approval. Also, per request from Mr. Rod Shoop, vehicle could be transferred to the D.S.S. Office in Hancock, MD. [11-Sep-02]

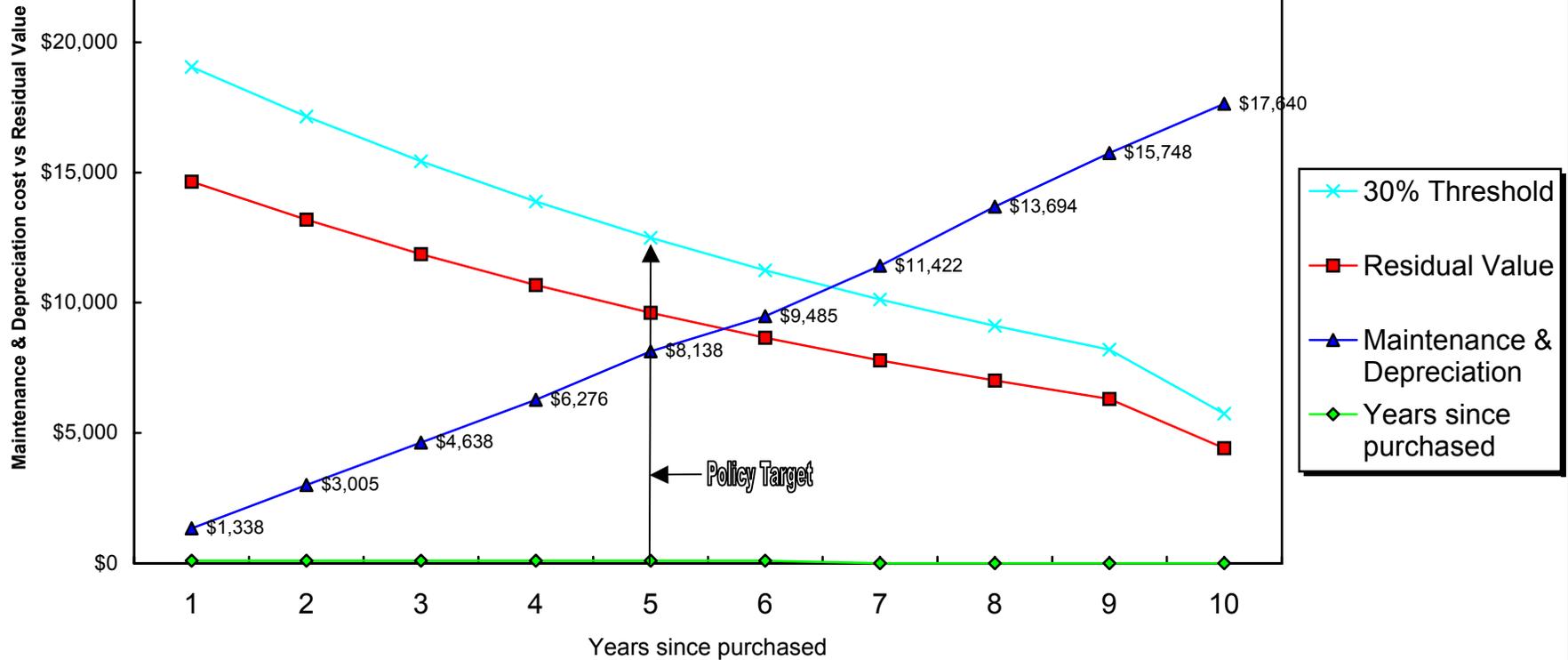
Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_  
Jack Reynard, WCHD Fleet Manager

# Optimum Replacement Analysis 911 Communications

Sedan 4-Door 070002

1994 Chevrolet Caprice-Police Pkg [X99,787 miles)

FY 2004 Budget **Approval** based on minimum 5/90k policy and LCCA trend. Auth:WCHD, original  
2/27/03

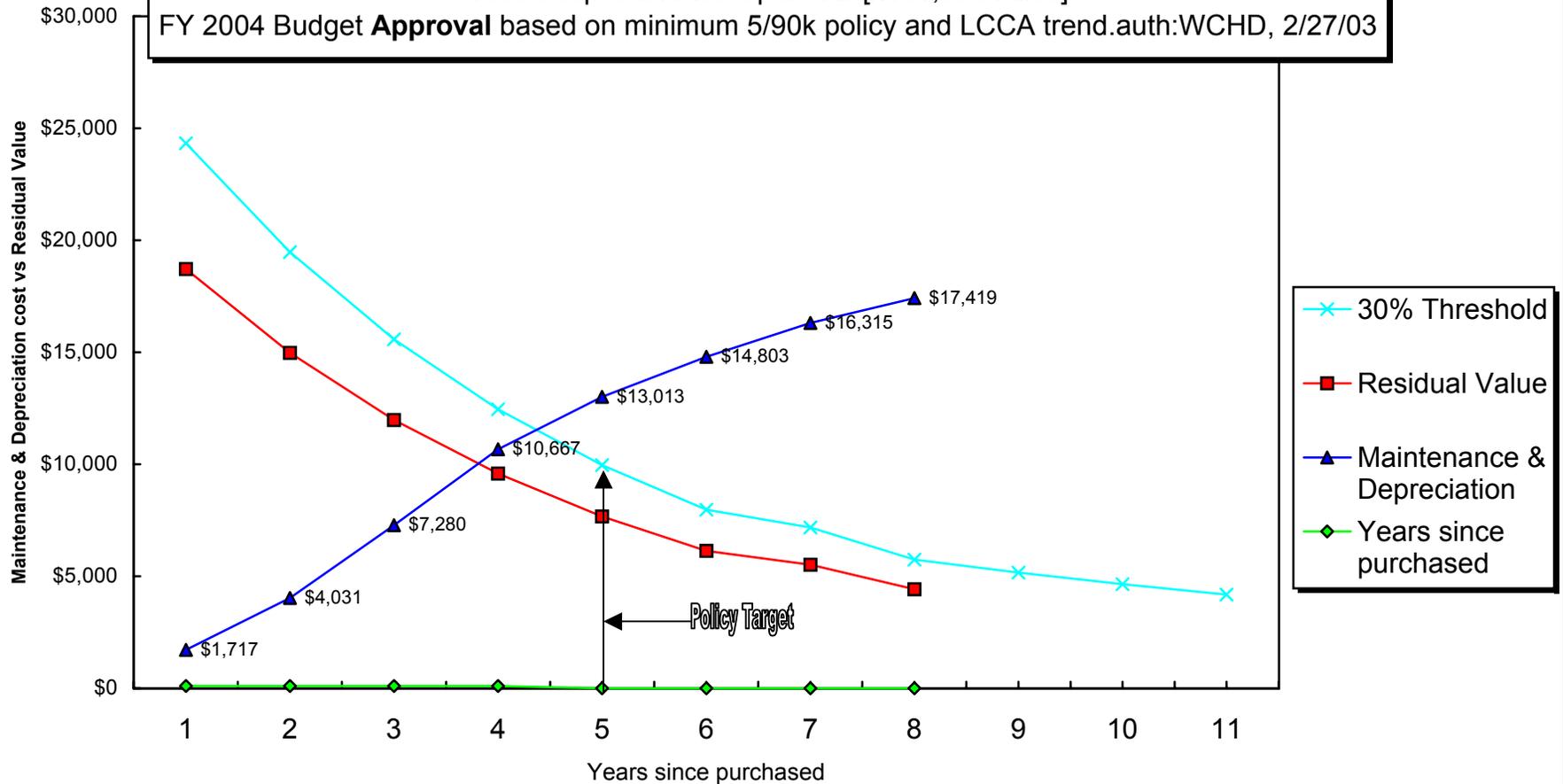


# Optimum Replacement Analysis Engineering

SUV 130015

1996 Jeep Cherokee Sport 4dr [x101,895 miles]

FY 2004 Budget **Approval** based on minimum 5/90k policy and LCCA trend.auth:WCHD, 2/27/03

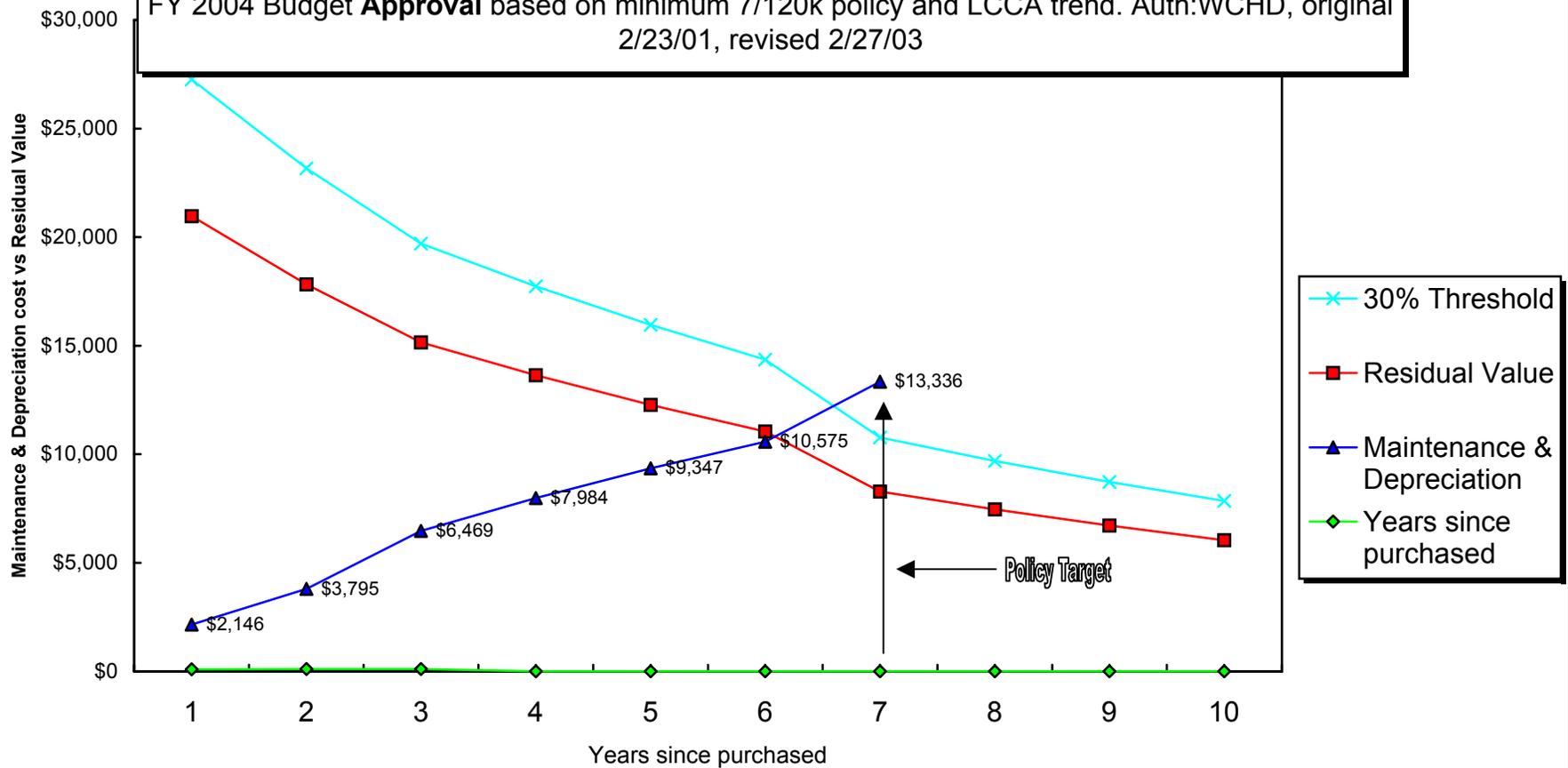


# Optimum Replacement Analysis Permits & Inspections

Pickup Truck 250017

1997 Ford F150 XL Xcab, Sbed, Gas Engine,[X127,181 miles)

FY 2004 Budget **Approval** based on minimum 7/120k policy and LCCA trend. Auth:WCHD, original 2/23/01, revised 2/27/03



**ATTACHMENT 5**

**POLICY TITLE:** Use of Official Cars and Equipment

**POLICY NUMBER:** PR-25

**ADOPTION DATE:** October 26, 1976 (formerly Policy Number T-2)

**EFFECTIVE DATE:** October 26, 1976

Amended:	Feb. 1, 1977	Effective:	Feb. 1, 1977
	Jan. 16, 1987		Jan. 16, 1987
	Aug. 27, 1996		Aug. 27, 1996
	Jan. 22, 2003		Jan. 22, 2003
	March 9, 2004		March 9, 2004

**I. ASSIGNMENT OF CARS**

- A. County vehicles are provided for the benefit of the County so that an employee can perform his or her job more efficiently. The County Administrator will determine vehicles assigned.
- B. County owned vehicles are prohibited from personal use except for commuting and circumstances approved by the employee's Department Head.
- C. Cars are assigned to employee's for several reasons:
  - 1. Many employees are required to make official stops before the working day begins and after the day ends.
  - 2. Staff is called upon to make official trips and emergency call outs during non-working hours.
- D. Employees that have vehicles assigned to them, must use them for bona fide noncompensatory business reasons, meaning that the employee must be required to commute in the vehicle for the benefit of the employer, not for the employee. For example: an employee in the field who would otherwise have to return to the workplace before going home might be able to work longer if allowed to commute in an employer-provided vehicle.
- E. Taxable Benefit to the Employee – Under IRS rules the assignment of a County owned vehicle is a taxable benefit to the employee. The taxable benefit is determined by multiplying each one-way trip by \$1.50. If more than one employee commutes in the vehicle, this value applies to each employee. This benefit will be added to the employees' earnings and taxed.

Each employee, with a County assigned vehicle that is taken home will be charged a taxable benefit of \$3.00 a day less any days not in use as noted on monthly documentation turned in to the Budget and Finance Office

- F. Vehicles not subject to IRS taxable benefit – a County vehicle that an employee takes home that is not subject to a taxable benefit include the following:
  - 1. Clearly marked police and fire vehicles.
  - 2. Unmarked vehicles used by law enforcement officers. The law officer must be authorized to carry a firearm, execute search warrants and make arrests.
  - 3. Any vehicle designed to carry cargo with a loaded gross vehicle weight over 14,000 pounds.
  - 4. Delivery trucks with seating for the driver only.

Under IRS regulations the use of these qualified nonpersonal-use vehicles is a working condition fringe benefit in which the value of that use can be excluded from your taxable income.

County assigned vehicles under IRS taxable rules must be used for business purposes or for very limited personal use under circumstances approved by the department head only.

**II. RULES FOR OPERATORS OF OFFICIAL CARS AND EQUIPMENT**

- A. Drivers shall have a valid driver's license.
- B. The employee using an official car is responsible for assuring the car is maintained in accordance with Policy SP-5 (Washington County Motor Vehicle Preventive Maintenance Program). Should damage to an official car or equipment result through negligence, misuse, or abuse, the operator may be charged for such damage.
- C. All traffic laws are to be obeyed. Posted speed limits are not to be exceeded nor is the vehicle to be operated above safe driving speeds for road conditions. Seat belts shall be used.
- D. The settlement of any fine or penalty imposed for traffic or other violations relating to the use or operation of official vehicles is the responsibility of the individual concerned. The County will not pay or reimburse any cost involved, or take any action for the abatement of such fine or penalty.
- E. All accidents shall be reported to the immediate supervisor on the same working day and the Risk Management Administrator within three working days even though another vehicle is not involved and there are no apparent injuries or damage.
- F. Employees should travel routes resulting in the greatest savings in cost and time. Car-pooling will be used to the maximum extent possible.

**POLICY PR-25**

**Page 3**

- G. Employees who do not have a car assigned to them should attempt to use cars assigned to County personnel when required to perform official travel.
- H. Any restrictions regarding tobacco usage in County vehicles and equipment will be at the discretion of the Department Head.

**ATTACHMENT 6**



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VOICE CONFERENCING



## Complete Enterprise Conferencing

Unlimited voice, Web, and video conferencing *for a fixed price*

WEB CONFERENCING

**RECENT AWARDS**



**RECENT NEWS**

- Interwise completes integration of live web collaboration with EMC Documentum eRoom
- Interwise receives Internet Magazine's 2005 "Internet Telephony Excellence" award.
- Enterprise Conferencing Is Coming Your Way. Here's Why You Should Care. By Ron Zalkind, The VoIP of Reason.

[more ...](#)

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Interwise, Inc. Global Headquarters:

INTERWISE NEWSLETTER

NOVEMBER 2005 | CONTACT US

**iWIN news**

Communication. Unlimited.

**In this issue:**

- **Top Story:** Interwise earns "Visionary" status twice in 2005 from Gartner in Magic Quadrants for Web Conferencing and Unified Communications
- **Company News:** Interwise Completes Integration of Live Web Collaboration with EMC Documentum eRoom
- **Industry Insight:** Now You See And Hear It: Lower cost and loads of features are driving higher adoption rates of conferencing and collaboration products and services.

**TOP STORY**

## **Gartner** Interwise earns "Visionary" status twice in 2005 from Gartner in Magic Quadrants for Web Conferencing and Unified Communications.

### Scalability, Breadth of Functionality, Ease of Integration Prompt Enterprises to Deploy Web Conferencing & Collaboration as Mainstream Communications Tool.

Interwise® Inc., announced recently that for the second time in 2005 it has been named a communications solution "visionary" by Gartner, this time in its 2005 Magic Quadrant for Web Conferencing.

"We are excited by the market's strong reception to ECP Connect since we unveiled it, earlier this year," said Frank Zvi, President and CEO of Interwise. "More enterprises have standardized on our solution "wall-to-wall" across the entire organization than any other product. These customers are looking to replace multiple legacy products and services with our integrated voice, Web, and video conferencing solution. The reason is simple. For companies of 1,000 employees or more, ECP Connect delivers far better economics, scalability and integration with today's business infrastructures and applications."

The newly revised Web Conferencing Magic Quadrant cites four areas of required capabilities: online presentation, desktop or application sharing, text chat and shared white boarding. Interwise met these requirements as well as capabilities in all ten areas of the Quadrant's "more advanced" features such as videoconferencing and talk/listen via VoIP.

"By combining advanced IP technology with a fixed price/unlimited usage model for enterprises, we are fundamentally transforming conferencing and collaboration along the path that Gartner envisions for the enterprise," added Zvi. "ECP Connect extracts more value from both traditional IT infrastructures and the growing number of converged voice/data networks by expanding business collaboration, eliminating or reducing outsourcing costs, and accelerating the ROI of VoIP communications."

**INTERWISE COMPANY NEWS**

## **EMC<sup>2</sup> documentum**

### Interwise Completes Integration of Live Web Collaboration with EMC Documentum eRoom.

ECP Connect for eRoom is a core communication and collaboration solution for enterprises. It allows customers to extend their EMC Documentum collaboration and content management capabilities with unlimited live voice, Web and video conferencing—without having to contract with expensive, per-minute service providers.

"ECP Connect for eRoom advances key business processes by allowing employees to apply rich, IP-based conferencing to their daily communications and problem-solving," said Frank Zvi, President and CEO of Interwise. "We are pleased to be working with our partner, EMC, to deliver more advanced, best-of-breed conferencing and collaboration features that improve customers' capabilities to operate and grow their businesses."

**UPCOMING EVENTS**

### Check out this month's upcoming Interwise-powered iSeminars:

#### Moving to the Future with VoIP

**Date: November 15, 2005 at 1:00pm ET**  
 Speakers: Chris Miller, Distinguished Member of the Consulting Staff, Lucent Technologies; Will Stofega, Research Manager, VoIP Services, IDC; Greg Galitzine, Editorial Director, Internet Telephony magazine

#### Learning Content Management Strategies for the Future

**Date: November 16, 2005 at 2:00pm ET**  
 Speakers: Ed Cohen, CTO, Plateau Systems; James Lundy, VP Research, Gartner Research

#### A New Look at Disaster Recovery for the Call Center

**Date: November 17, 2005 at 2:00pm ET**  
 Speakers: Joe McFadden, Vice President, Nuasis, The IP Contact Center; Tracey E. Schelmetic, Editorial Director, Customer Inter@ction Solutions magazineDot Commentary; Greg Galitzine, Editorial Director, Internet Telephony magazine

#### Enhancing Sales Force Effectiveness

**Date: November 30, 2005 at 2:00pm ET**  
 Speakers: Jim Trunick, Director, Corporate Sales Training and Education, Allergan; Stacey L.T. Boyle, Ph.D., Consulting Services Practice Director, Thomson NETg; Ken Kolosh, Strategic Services Senior Consultant, Thomson NETg

#### Leading Corporate Learning Into the Future

**Date: December 14, 2005 at 2:00pm ET**  
 Speakers: Michael E. Echols, Ph.D., Vice President, Strategic Initiatives, Bellevue University

[Click here for more Interwise Events.](#)

When it's not essential for workers to be in the same room for a discussion, conference or meeting, bringing people together electronically can save a lot of travel time... especially when the people involved are hundreds or thousands of miles apart. (Or close by in miles—but still an hour or more apart depending on the roads and on traffic conditions.)

Despite AT&T having done the world's first public videoconference in April 1930, between AT&T headquarters and their Bell Laboratory in New York City, and introducing their PicturePhone at the New York World's Fair in 1964, video calling/conferencing has remained separate from audio phone calling.

It's taken the Internet to provide a common network platform (IP), and the glue for audio, video and computer applications to converge in terms of working together, and being able to invoke each other. Packet-based, real-time, two-and-more-way interactions— conferencing and/or collaboration— have come a long way since the early days of the Internet, thanks in no small part to the growing availability of broadband-speed connections, along with notebook/desktop computers capable of handling TV-grade video and phone-grade audio, and video "webcam" cameras small enough to fit in a pocket, but good enough for business meeting video.

IP collaboration, according to Kim Kenney, director of product management for Collaboration Services, Global Crossing, "includes audio, video, and the web."

Compelling reasons to migrate to IP, says Kenney, start with improvements in video quality, and in savings. How much? One Global Crossing case study, involving international videoconferencing, found up to 70% savings, since, he points out, "International ISDN is never cheap."

Another advantage, Kenny adds, is that "The IP VPN can also accommodate other applications."

IP-based converged applications over a shared network offer a lot of interesting new collaborative features, ranging from letting people "go for a shared ride" through a website, to concurrent group/private IM'ing, pushing files across, and more.

**Click here** to read the full article *"Now You See - AND Hear It."*

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Collaborate in real time with Microsoft Office Live Meeting.



Register for a free 14-day trial

Imagine meeting with colleagues, partners, customers, and suppliers around the globe—from virtually anywhere. Get real-time feedback and make more informed decisions while reducing the downtime and expense of travel.



### Try Live Meeting, as seen on *The Apprentice*

The best and the brightest collaborate with Live Meeting. Shouldn't you? See how easily you can work with people around the corner or around the globe. Live Meeting is an online, hosted service, so there is no software to install prior to use. Just complete the registration process and you're up and running.



### December 16, 2005 *You're Hired! Live with the New Apprentice!*

Find out how this season's *Apprentice* winner beat the best in boardroom battles, outsmarted the competition, and survived missteps to become Donald Trump's newest employee.



### Get advice from the best in the business world with our Leadership Forum Seminars

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#### December 13, 2005 *There is an I in Team*

Speaker: Tom McGehee, CEO & Founder, The WildWorks Group

#### December 14, 2005 *Wireless Market Dynamics and Trends*

Speaker: Michael Voellinger, VP Analyst, Enterprise Mobile Solutions

#### December 15, 2005 *Top Performance*

Speaker: Zig Ziglar, Chairman, Zig Ziglar Corporation

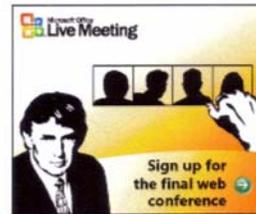
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### Familiarize yourself with Live Meeting

Take a few minutes to experience the benefits of Live Meeting through this live-hosted walk-through of its features and easy-to-use interface. In a real hurry? Go to the [Quick Demo](#) for a hosted virtual tour.

- Share any application on your desktop
- Sketch out ideas or pictures with an electronic whiteboard
- Reduce travel costs
- Get real-time feedback with Q&A or polling
- Communicate ideas and exchange information faster





[Live Meeting Home](#) > [Product Information](#)

## Top 10 Benefits of Live Meeting

Live Meeting can help you participate in meetings around the world, at a moment's notice, and at a fraction of the cost. Here are the top 10 ways Live Meeting can help you be more productive.

- 1 Travel less.**  
Communicating and collaborating online and in real time means you don't need to leave your desk to conduct effective meetings with others. Save time and money by meeting online and avoid all the hassles of business travel.
- 2 Increase productivity.**  
Spend your time wisely and avoid downtime associated with getting to and from your meetings. You can meet more frequently with customers, colleagues, and business partners, thereby increasing your business output in the same amount of time.
- 3 Reduce costs.**  
By conducting online meetings, online training, and online events, Live Meeting offers an impressive return on your investment over the cost of conducting business face-to-face.
- 4 Easily collaborate.**  
With a familiar and easy-to-use environment, all you need is a computer with an Internet connection to conduct your online meetings. Live Meeting works directly with your other business productivity applications, such as Microsoft Office and Windows Messenger.
- 5 Use one service for all your online meetings.**  
With a flexible meeting environment that supports all types of online meetings, from small collaborative team meetings, to training, and even huge events, Live Meeting is the perfect solution for conducting effective meetings when one or more participants are remote.
- 6 Deliver effective online presentations.**  
With Live Meeting, you can deliver remote presentations with the same effectiveness as being in person. With full support of Microsoft Office PowerPoint animations and transitions, and the ability to receive real-time feedback from your audience, you can successfully get your point across without having to be in the same room.
- 7 Extend your customer base—without geographical limits.**  
Widen your potential client and customer base. Easily access people—no matter where they are. Reach more people, in less time, and at a fraction of the cost of being there in person.
- 8 Collaborate in real time.**  
Share, collaborate, and discuss your projects in real time. Windows of opportunity are short, and you can't afford to wait for everyone to be in the same place, at the same time. Make critical decisions quickly, with all the stakeholders, regardless of geography.
- 9 Get easy administration and deployment.**  
Whether you are a company with 5 employees or 50,000 you can easily enable everyone in your organization to conduct effective online meetings. With a variety of administration tools, you can comply with corporate policies and easily manage users of the Live Meeting service.
- 10 Get reliability you can count on.**  
With a proven track record and a focus on scalable and reliable service, Live Meeting enables you to conduct your online meetings, training, and events at a moment's notice, anytime, anywhere.

[↑ Top of page](#)

**ATTACHMENT 7**

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**Payroll Distribution Information:**

Payroll processes approximately 795 checks every two weeks. [795 checks X 26 weeks X .39 postage = \$8,061 annual postage expense if checks mailed]

The following departments drive to the CAB to deliver timesheets/pick up checks (note that these departments also drive in to pick up mail):

- Water Quality
- Roads
- Parks
- Black Rock
- Airport
- NTF
- Sheriff
- County Commuter
- Recreation
- Solid Waste

The following departments may drive or they may walk (depending on weather, etc.) and note that one suggestion is to have one person from this building deliver timesheets and pick up checks.

- Permits
- Planning
- Engineering

The following departments walk to the CAB:

- 911-Fire & Rescue
- States Attorney
- Gaming
- Dept of Juvenile Justice
- Children & Youth
- Circuit Court
- Treasurer
- Communications

**ATTACHMENT 8**

The wonderful part about what we found is that improving your car's mileage is just a matter of changing your habits. Stack a few of these winners together and we'll bet that you'll see a substantial savings at the pump — without the need for a new car.

#### **Test #1 Aggressive Driving vs. Moderate Driving**

**Result:** Major savings potential

**The Cold Hard Facts:** Up to 37 percent savings, average savings of 31 percent

**Recommendation:** Stop driving like a maniac.

#### **Test #2 Lower Speeds Saves Gas**

**Result:** Substantial savings on a long trip

**Cold Hard Facts:** Up to 14 percent savings, average savings of 12 percent

**Recommendation:** Drive the speed limit.

#### **Test #3 Use Cruise Control**

**Result:** Surprisingly effective way to save gas

**Cold Hard Facts:** Up to 14-percent savings, average savings of 7 percent

**Recommendation:** If you've got it, use it.

#### **Test #4**

##### **Avoid Excessive Idling**

**Result:** More important than we assumed

**Cold Hard Facts:** Idling saves an average of 19 percent

**Recommendation:** Stopping longer than a minute? Shut 'er down.

Source: Article found on Edmunds.com

**ATTACHMENT 9**

**See** how far we've come... **...and where we can take you.**

**Washington County's Public Transportation System for...**

**33 years**

**Washington County's Public Transportation System**  
**County Commuter**

1000 West Washington Street Hagerstown, Maryland 21740 • 240-313-2750 • MD Relay 711 301-791-3343 (Fax)

**From your Door to Childcare... to Work... and Back!**

*"Now I am able to concentrate on the job, not on how to get there."*

The result of a successful partnership between the **Washington County Department of Social Services** and the **County Commuter Transit System** is helping low-income residents overcome the "transportation barrier" to successful, long-term employment.

"JOBS" (Job Opportunity Bus Shuttle), an employment transportation assistance program, provides eligible riders with point-to-point service—to and from work—within a defined service area. In addition, stops can be made at childcare facilities.

The Shuttle operates Monday through Friday from 6:00 a.m. to 6:00 p.m. Saturday 8:00 a.m. to 6:00 p.m.

**For eligibility requirements and more information please call:**

**1-866-800-JOBS**

**Job Opportunity Bus Shuttle**

*"JOBS" is operated jointly by the Washington County Department of Social Services and the County Commuter Transit System.*

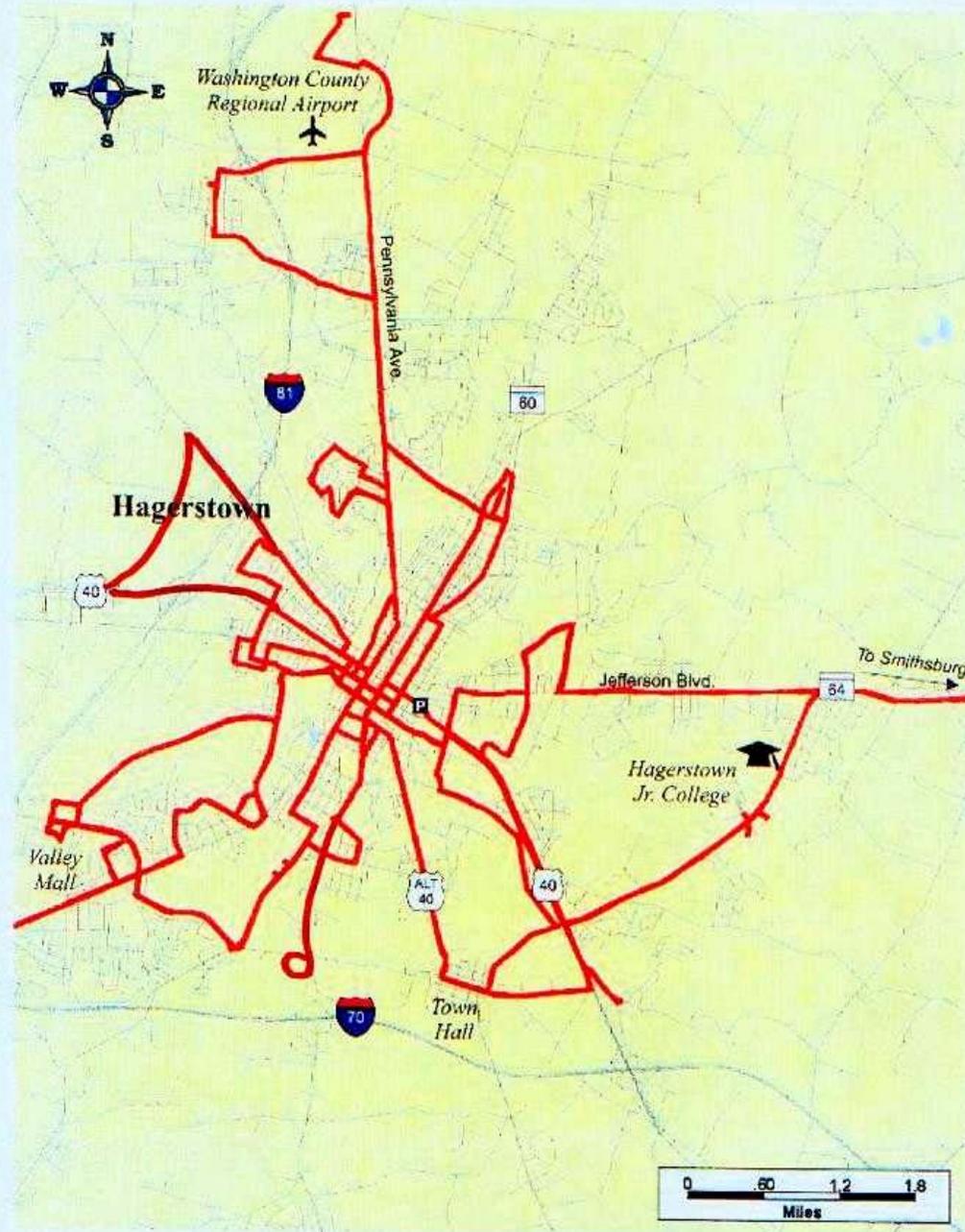
*Moving forward in Washington County*

## FISCAL YEAR '05 RESULTS

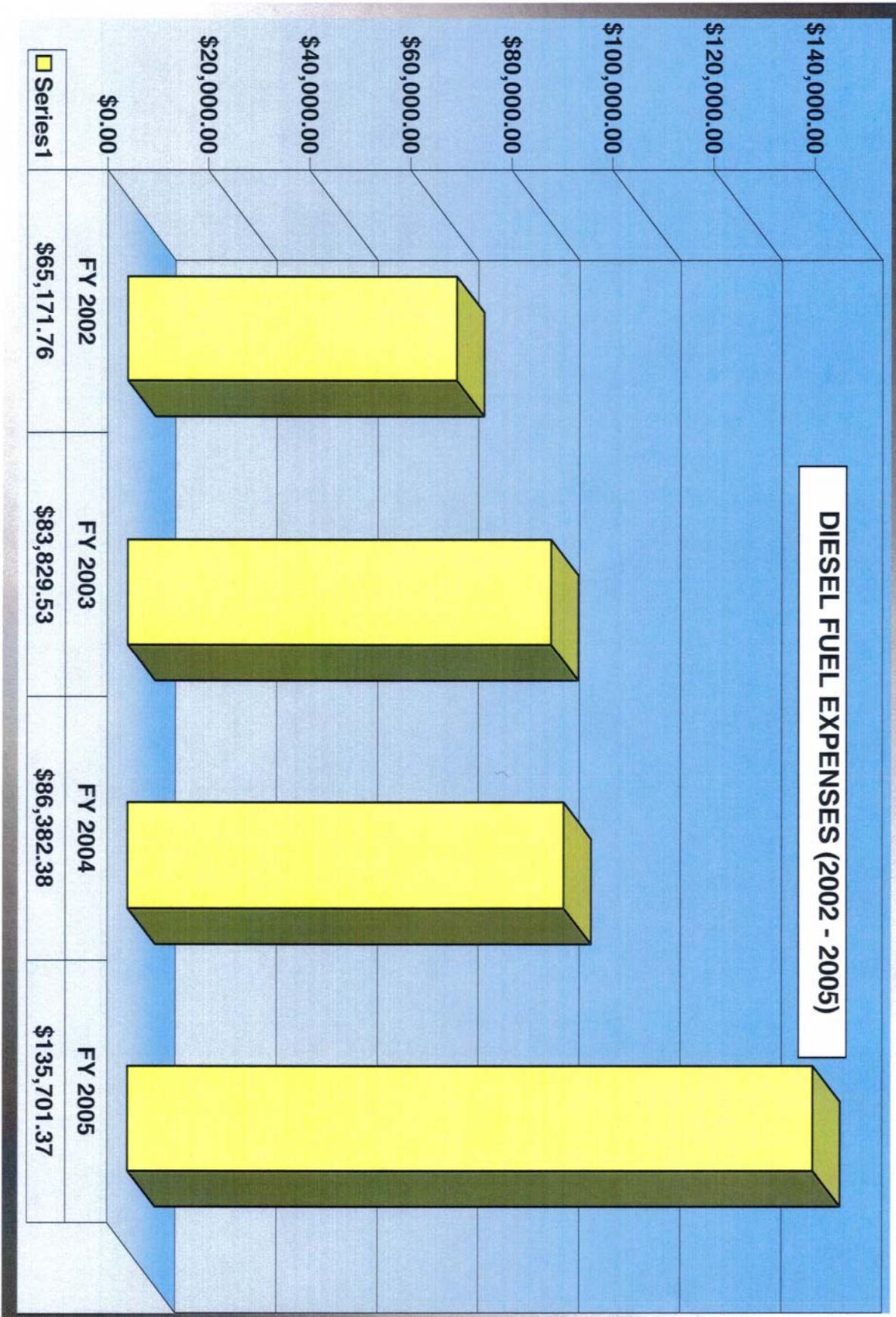
- 33 years in operation
- 50 employees (18 f/t, 32 p/t)
- 307 days of operation Mon-Sat, 6 Holidays observed
- 19 vehicles in fleet
- 534,300 service miles
- 36,100 service hours
- 93,000 gallons diesel fuel
- 333,000 total ridership
  - Fixed-route 298,600
  - ADA 10,000
  - Taxi 10,300
  - JOBS 10,600
- Fares vs. Ridership type
  - Full fare (\$1.25) = **40%**
  - Senior/Disabled (.95 peak & .60 off-peak) = **15%**
  - Student (.85) = **5%**
  - Transfers (free) = **20+%**
  - Tickets/Passes (all combined) = **20%**
- Budget (operating) \$1,772,000

# County Commuter

## Washington County



County Commuter also provides demand response service throughout Washington County





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**BOARD OF COUNTY COMMISSIONERS  
OF WASHINGTON COUNTY, MARYLAND**  
County Administration Building  
100 West Washington Street, Room 303  
Hagerstown, Maryland 21740-4834  
Telephone (Voice/TTY) 240-313-2200  
FAX: 240-313-2201

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**FOR IMMEDIATE RELEASE**

**CONTACT: NORMAN BASSETT  
240-313-2077**

**NEWS  
RELEASE**

### **Riding County Commuter Saves Fuel Dollars**

Have high Gasoline Prices got you down? Join thousands of your fellow citizens and get from here to there by County Commuter's services.

In the Washington County Board of County Commissioners' regular meeting on August 2<sup>nd</sup>, County Commuter public transportation system director Kevin Cerrone said that ridership for all of the Commuter's transit services has increased, primarily due to record gas prices.

Fixed route busses provided 298,000 passenger trips in the fiscal year that just ended, up from about 292,000 trips during the previous year, about a 4% increase.

County Commuter operates service on 8 regular urban bus routes, providing service to Hagerstown, Williamsport, Smithsburg, Halfway, Long Meadow, Funkstown Maugansville and the Robinwood corridor. In addition, Paratransit buses serve people with disabilities, the Taxi-voucher program aids elderly and people with disabilities, and the Job Access service assists Social Services clients in getting to work.

Cerrone told the Commissioners that Paratransit ridership increased by 17%, while the Jobs bus ridership increased 25% for the same period. Total ridership in FY 2005 was 329,576.

"People are finding that a trip to work or school may cost less using mass transit than using their cars," Cerrone said.

County Commuter's regular fare for fixed-route buses is \$1.25 one-way. Students ride for 85 cents, elderly and people with disabilities rides are 95 cents during peak times and 60 cents off-peak. Paratransit services cost \$2.00 per one-way trip, but are curb-to-curb trips, rather than service from bus stop to bus stop.

The Transportation Department also offers the Statewide Special Transportation Assistance Program (SSTAP) Taxi-vouchers at \$3.75 for \$10 in taxi rides, for those who qualify.

The programs are funded through a federal/state/County partnership, with most of the funds from the Maryland Transit Administration.

The cost of Diesel fuel for the fixed-route system doubled from FY 2002 to FY 2005. County Commuter paid \$65,171.76 in 2002-2003, and paid \$135,701.37 in 2004-2005 for fuel, while the number of vehicles stayed the same.

Although that cost has increased, additional state funding has been secured to help offset those costs. The County contributes about 35% of the estimated operating cost of \$1,035,239 for the fixed-route system.

The increase in state funding, about \$80,000.00 to help with fuel costs, could result in a reduction in the County portion of those expenses of approximately \$35,000.00, Cerrone said.

Smaller buses, carrying about 20 passengers, are being phased into the system, replacing older 30 passenger buses as they wear out. Replacement costs are about \$100,000 less for the smaller vehicles, Cerrone said.

County Commuter services operate from 6 a.m. until 10:00 p.m. Monday through Friday and 7:45 a.m. until 10:00 p.m. on Saturdays. The service is available 307 days per year.

Additional information is available by calling County Commuter at 240-313-2750, or by visiting the County website at [www.washco-md.net](http://www.washco-md.net).

###