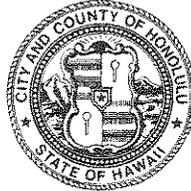


POLICE DEPARTMENT
CITY AND COUNTY OF HONOLULU

801 SOUTH BERETANIA STREET · HONOLULU, HAWAII 96813
TELEPHONE: (808) 529-3111 · INTERNET: www.honolulu.gov

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MUFI HANNEMANN
MAYOR



2009 APR 30 A 10: 26

BOISSE P. CORREA
CHIEF

PAUL D. PUTZULU
KARL A. GODSEY
DEPUTY CHIEFS

OUR REFERENCE

DAT-DK

CITY COUNCIL
HONOLULU, HAWAII

April 30, 2009

The Honorable Nestor Garcia, Chair
and Members of the Budget Committee
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawaii 96813

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Apr 30 11 22 AM '09

CITY CLERK
HONOLULU, HAWAII

Dear Chair Garcia and Councilmembers:

Subject: Budget Communication No. 6
Council Budget Hearing Questions

This is in response to Budget Committee questions of March 16 through 23, 2009, regarding the Budget Overview and Departmental Capital Improvement Program Budget.

**4. Honolulu Police Department / Department of Design and Construction (DDC)
20002025 Police Stations Building Improvements \$2,000,000**

Items a and b will be answered by the DDC.

- c) **Please provide a white paper summarizing the department's findings of the successes and shortcomings of the automated fueling system at Alapai and the overall rationale to proceed with automated fueling systems at other locations.**

Please refer to attachment.

**5. Honolulu Police Department / Department of Information Technology (DIT)
2006034 Upgrade Security Camera Systems at Various Police Facilities**

Items a, b, and c will be answered by the DIT.

DEPT. COM. 311

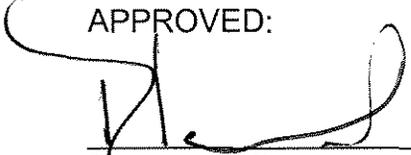
The Honorable Nestor Garcia, Chair
and Members of the Budget Committee
Page 2

Should there be any questions, Mr. Darryl Higa, Superintendent of the Vehicle Maintenance Section, may be contacted at 529-3132.

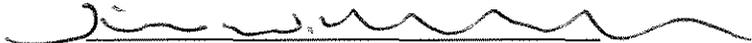
Sincerely,

for: 
Boisse P. Correa
Chief of Police

APPROVED:


Rix Maurer III, Director
Budget and Fiscal Services

APPROVED:


Kirk W. Caldwell
Managing Director

ANALYSIS OF THE HONOLULU POLICE DEPARTMENT'S AUTOMATED FUEL MANAGEMENT SYSTEM

Purpose (Cost-Benefit Analysis)

The Honolulu Police Department's (HPD) fleet consists of approximately 700 city fleet vehicles and 1,300 subsidized vehicles that consume approximately \$5.3 million of fuel annually. The Automated Fuel Management System (AFMS) ensures that only authorized vehicles are fueled and greatly reduces the labor and error reconciliation time associated with processing manually written fuel slips.

Scope (Executive Summary)

The Alapai's AFMS is proven to be successful and beneficial to the department.

1. Only authorized vehicles are able to fuel at each AFMS site. Vehicle authorization is initiated through the city's M-5 Fleet Management database. For fleet patrol vehicles, the fueling process is seamless. The fuel dispenser nozzle picks up the signal from the patrol vehicle's filler and downloads the vehicle identification number and mileage and allows fueling. The system automatically enters the fuel transaction into a database. Once the dispenser nozzle is removed, the fuel dispenser automatically stops. The procedure for police subsidized vehicles is similar with the exception that the officer has to swipe his or her identification card at the AFMS terminal. The system then determines if the vehicle is authorized to fuel at this station. The AFMS also has the ability to deny fuel to fleet vehicles overdue for service or to recognize incorrect mileage entered by officers through set parameters. Each officer who swipes this identification card to receive fuel is accountable for the amount of fuel received.
2. Savings in labor time. The AFMS automatically downloads the vehicle data via the officer swiping his or her identification card at the AFMS terminal. The officers only input their mileage into the AFMS terminal. The system automatically downloads all information for white patrol vehicles, including the mileage, into a database that is accessible by the HPD's Finance Division.
3. Time saving in record keeping. All written fuel slips must be processed manually. During this process, recorders encounter unreadable names on fuel slips due to poor penmanship, transposed number data, etc. The record-keeping staff would need to call the officer to confirm names and numbers in order to keep accurate records. In addition, the staff would need to manually input each fuel slip. The HPD's Finance Division reported that this task required about 60 hours of labor time per week. Because the AFMS data is automatically inputted into the computerized database, the division now dedicates about ten hours per week to fuel record-keeping tasks.
4. An AFMS is considered a "best management practice" for large fleets nationwide. The computerized database is "entry-tamper" proof, accurate, and solidifies the department's fuel purchase/dispense accountability.

AFMS Status

The HPD manages ten fueling sites islandwide, including the AFMS at the Alapai headquarters. It has purchased (via federal grant funds) and received AFMS equipment required to automate four more sites (Kalihi, Kapolei, Pearl City, and Kaneohe Police Stations). The HPD anticipates implementation of the AFMS for these stations in the latter part of 2009.

The department also purchased (via federal grant funds) and received the vehicle hardware for future vehicles. All 64 new 2008 fleet cars received by the HPD are equipped with the AFMS vehicle hardware.

The initial cost projection to automate all ten stations was approximately \$1,000,000, given the \$120,000 cost to automate the Alapai site. Since then, the HPD has requested Capital Improvement Program funding for the electrical and communication portion of the project, which allowed for the purchase of additional AFMS equipment to automate a total of four sites instead of two.

Through the expertise of Mr. Gerald Hamada, Chief of the Mechanical/Electrical Division, City Department of Design and Construction, and the City Department of Information Technology, the estimated contractor's cost of \$70,000 to provide power and communications to the Kalihi and Kapolei Police Stations will be significantly reduced.

Conclusion

The AFMS is an efficient, paperless electronic data fuel management system that monitors the dispensing of fuel for authorized vehicles and provides cost savings in labor and time and the elimination of manual errors. The data supervision function now requires 10 hours per week in comparison to the 60 hours per week required to manually input fuel slips.

The system is considered a "best management practice" for large fleets nationwide. The AFMS eliminates unauthorized fueling, provides automated odometer and engine-hour readings, and maintains full-transaction data for accounting, supervision, and auditing purposes.

This feature is most beneficial to the HPD since we may be the only department nationwide that dispenses fuel into privately owned police subsidized vehicles. The integrity of the AFMS will ensure correct fueling amounts and eliminate human error of either over or under paying reimbursements to officers. The AFMS will also reduce time during fueling and eliminate all problems associated with the obsolete handwritten fuel slips. As such, the HPD recommends automating the remaining fueling sites.