



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

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In Reply Refer To:
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EMS TRANSMISSION: 1/6/2012
Instruction Memorandum No. OC-2012-022
Expires: 09/30/2013

To: All Washington Office and Field Officials

From: Director, National Operations Center

Subject: Vehicle Allocation Methodology (VAM)

DD: 1/12/2012

Program Area: Fleet Management.

Purpose: This Instruction Memorandum (IM) sets forth procedures for the VAM requirements which will be an annual requirement going forward. This IM further outlines the Bureau of Land Management (BLM) strategy for complying with Presidential Memorandum Federal Fleet Performance and General Services Administration (GSA) Bulletin Federal Management Regulation (FMR) B-30 Motor Vehicle Management.

Policy/Action: The Presidential Memorandum states that all Federal fleets are required to contribute to and meet the national goal of reducing oil imports by one-third by 2025 and help put one million advanced vehicles on the road by 2015.

To be in compliance with the Presidential Memorandum, the BLM should eliminate unnecessary or non-essential vehicles from the BLM light duty fleet and promote the cost-effectiveness of maintaining the BLM fleet throughout its lifecycle.

The VAM shall cover the entire BLM fleet, encompassing all vehicle types, including law enforcement and fire vehicles.

The fleet inventory by State is located on the National Operations Center (NOC) Property Management website in the Fleet Section at:

<http://nbcweb.blm.gov/fleet/projects.html>, click on 2012 VAM Study. Links to the above referenced documents can also be found on this website.

The following information will be needed to complete the VAM Study:

<i>Spreadsheet Title</i>	<i>Required Code</i>
Current Fleet Status	C = Currently in the fleet
	D = Disposed
	A = Add to the fleet
Law Enforcement (LE) or Fire Status	L = LE vehicle
	F = Fire vehicle
Fleet Reduction Plan	
Code	CF = Replace vehicle with current fuel type
	AF = Replace with alternative fueled vehicle
	SV = Replace with smaller more fuel efficient vehicle
	TI = Disposal - vehicle will not be replaced
Year	2012 = Budget Year
	2013 = Budget Year
	2014 = Budget Year
	2015 = Budget Year
Vehicle Justification	Review page 3, section (B) of the GSA bulletin FMR B-30 (VAM for agency fleets). This document outlines the items needed in each justification.

Timeframe: This IM is effective upon receipt. The completed documents must be submitted to the BLM Fleet Manager by January 12, 2012.

Budget Impact: No adverse budget impacts are anticipated.

Background: By completing the annual VAM the BLM will ensure compliance with the Presidential Memorandum Federal Fleet Performance and GSA Bulletin FMR B-30 Motor Vehicle Management. This IM coordinates this activity.

Manual/Handbook Sections Affected: None.

Coordination: This document was coordinated with the BLM-wide Fleet Strategy Team Field Committee, the NOC Property Operations Section (OC-653), the NOC Financial Programs and

Investment Branch (OC-612), and the Washington Office Asset Management and Engineering Policy Branch (WO-854).

Contact: For operational/policy issues, please contact Paul Koch, Bureau Fleet Manager at 303-236-9439.

//Signed/dkr/1-5-2012//

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