

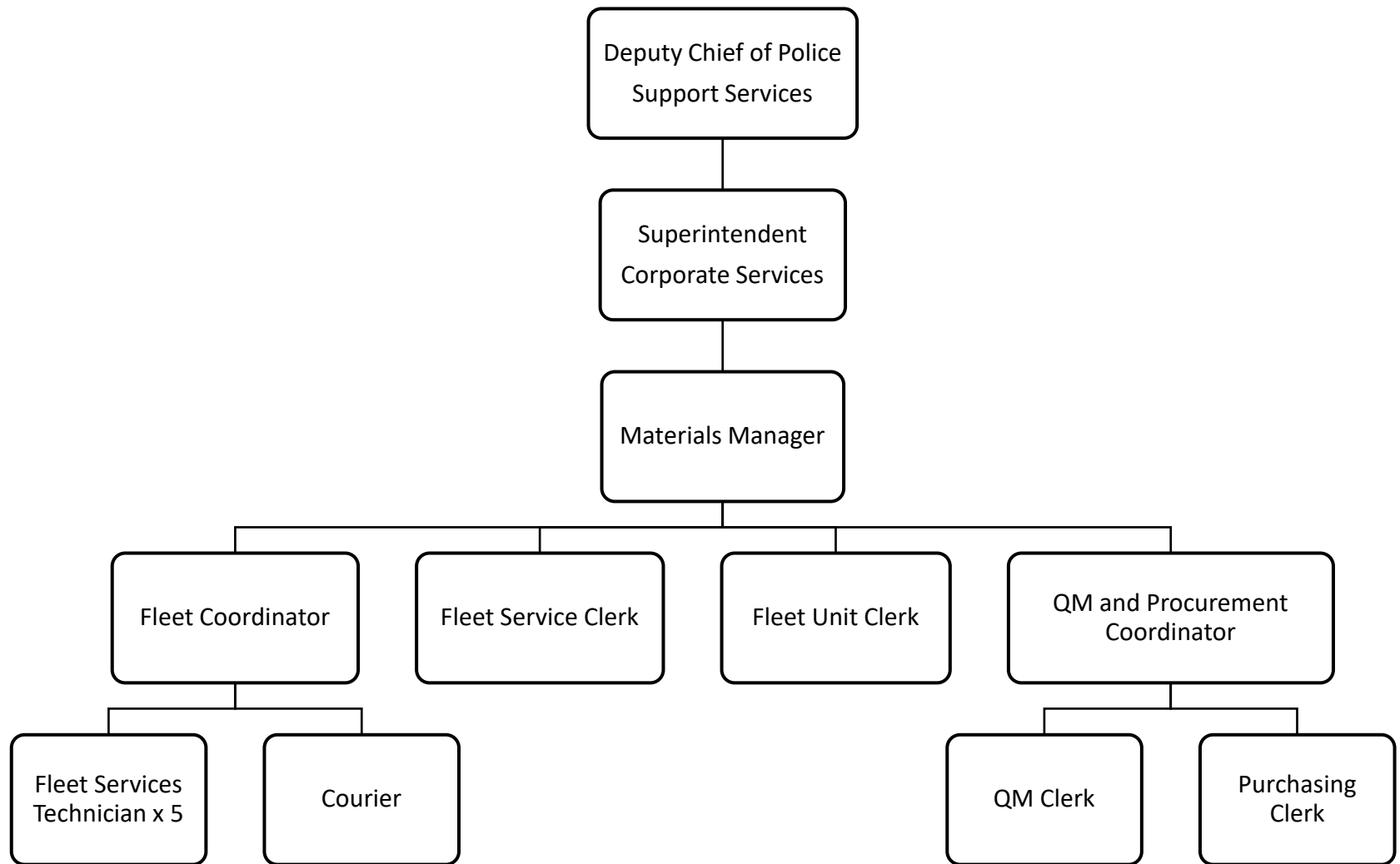
Niagara Regional Police Service

Fleet and QM Services
Police Services Board Meeting
April 2024

Background

- Fleet and QM operate from a stand-alone location at 3551 Townline Road, Thorold, Ontario.
- Fleet and QM support the supply, procurement, facility maintenance and automotive needs of the Niagara Regional Police Service.
- Fleet and QM is made up of 13 full time civilian staff members.

How we are structured



Quartermaster – Overview

Quartermasters is made up of 2 departments, Distribution and Procurement.

Both these departments are working alongside one another to provide the most efficient supply solution available to the Niagara Regional Police Service.

Quartermaster – Distribution

Distribution

- Distribution of all police equipment including, clothing, specialty equipment, stationery, medical supplies, PPE.
- Fittings for all new hires, and members promoted, both sworn and professional staff.
- Receiving all new orders and stocks for future distribution.

Quartermaster – Procurement

Procurement

- Informal procurement of low value items.
- Assisting the Niagara Region with formal procurement including, RFP's, RFT's and RFQ's.
- Active membership in the Police Cooperative Purchasing Group – PCPG.
- Processing of all office furniture requests.
- Facilitating all minor building renovations.
- Submission and tracking of all facility work orders.
- Managing the NRPS Tuck Shop.

Quartermaster – The Numbers

- Quartermaster processed 2000 + individual requests in 2023.
- 1600 + uniform requests.
- 300 + requests for supply items, stationery, medical supplies, PPE.
- 100 + Tuck Shop requests.
- 1300 + unique items, including uniforms, are held at QM
- 70 + items are stored in the Tuck Shop.
- 700 + purchases orders issued to external vendors.

Fleet – Overview

- Fleet is comprised of two departments, Administration and Technical work.
- Both of these teams are collaborating daily regarding all things automotive, to ensure the NRPS has safe, serviceable, functioning vehicles, to provide the best and safest service to public within the Niagara Region.

Fleet - Administrative

Administrative

- Purchasing of all vehicles for the Niagara Regional Police Service.
- Purchasing all specialty equipment used to build the police vehicle, following delivery from the manufacturer. This may includes cages, lights, control boxes, radios etc.
- Purchasing of all non-specialty items used in general maintenance of the vehicles. This may include oil filter, tires, brakes etc.
- Managing fuel usage and payments.
- Managing KeyTracer®, the Service's vehicle allocation system.
- Manage and track all MTO certifications, licenses, and permits for Service vehicles.
- Tracking of all mileage for service vehicles for planning of future maintenance and replacement.

Fleet - Technical

Technical

- Receiving of all police vehicles for non-scheduled maintenance.
- General and scheduled preventative maintenance of all services vehicles, this may include, PMBs, PMCs, PMIs, PMDs and PMUs.
- All custom fabrication work to vehicles, ie. installing of lights, cages, Decals, re wiring control boxes etc.
- Processing of paperwork through the vehicle management system called RTA.
- Installation of all specialty equipment used in the build of the police vehicle. This may includes cages, lights, control boxes, radios etc.
- Installation of all non specialty items used in general maintenance of the vehicles, this may include oil filter, tires, brakes etc.
- Attending and providing inspection reports following MVC where a fatality has occurred.



Fleet – Vehicle Types

- **Patrol** - Mobile asset used by only sworn members and in a patrol capacity. These vehicles may be marked or unmarked, emergency lighting capacity, a mobile data terminal, and radio.
- **Investigative** - Used only by sworn members in a non-patrol capacity with emergency lighting capacity and a radio.
- **Administrative** – Used by either sworn members or professional staff. These vehicles are not fitted with any emergency equipment, nor a radio.
- **Speciality** - highly specialized vehicles with a very specific use, examples of this would be a courts transport van, a bomb truck or dive truck.
- **Utility** – Multipurpose vehicles used by sworn or civilian members for the purpose of transporting goods and or people, examples of this would be property cargo van, public order transport vehicle.

Fleet – Maintenance Schedule

Preventative Maintenance Type	Vehicle Type	Frequency	Average Annual Volume	Total Time Annually
PMB – Oil change and 50-point inspection	All Vehicle Types	6 months or 11,000 km	3000	4500 hours
PMC – PMB with a transmission check	All Vehicle Types	100,000 km	50	150 hours
PMU – Under Spray	Specialty Vehicles	Annual	40	40 hours
PMD – Inspection for CVOR vehicles	CVOR Vehicles	Annual Inspection	15	30 hours
PMI – Bi-Annual on a bus	Bus over 10 seats	Bi-Annually	15	30 hours

Fleet – The Numbers

- 352 police vehicles as of December 31, 2023, excluding marine vessels, trailers, and ATVs.
- This year, 41 new vehicles are being prepared to go operational, some are part of Fleet growth and others are needed to replace an aging Fleet.
- 1640 hours is the estimated time it will take to fully install specialty equipment into the 41 vehicles prior to their roll out.
- 10,137,947 kms was the total distance travelled by Service vehicles in 2023.
- 1,260,517 litres of gasoline was used in 2023.

Questions?