

Fleet Management Services

MISSION STATEMENT

The mission of the DPWT Division of Fleet Management Services (Motor Pool Internal Service Fund) is to plan for, acquire, maintain, and dispose of the County's fleet of motor vehicles, buses, heavy equipment, and other vehicular equipment in support of the transportation and service delivery needs of all County departments.

BUDGET OVERVIEW

The total approved FY06 Operating Budget for the Division of Fleet Management Services is \$45,853,380, an increase of \$4,105,450 or 9.8 percent from the FY05 Approved Budget of \$41,747,930. Personnel Costs comprise 29.8 percent of the budget for 166 full-time positions for 163.6 workyears. Operating Expenses and Capital Outlay account for the remaining 70.2 percent of the FY06 budget.

Not included in the above is a total of \$260,370 and 3.0 workyears that are charged to Public Works and Transportation, General Fund. The funding and workyears for this item are included in the receiving department's budget.

HIGHLIGHTS

- ❖ **Opened new fast-fill CNG fueling station in June 2004.**
- ❖ **Add an on-site monitor to ensure that the county contractor is performing services per contractual agreement. The result will be providing safer, reliable, and cleaner buses.**
- ❖ **Provide funding to ensure the operation of the CNG fueling station serving the County's administrative vehicles, taxicab companies, and municipal entities.**
- ❖ **Provide funding for the replacement of 222 vehicles including 183 public safety vehicles.**
- ❖ **Productivity Enhancements**
 - **The extension of hours in the transit maintenance shops to 24 hours/7 days a week allows preventative maintenance to be performed when buses are not in regular service. The result of such scheduling is improved quality of work and fewer unscheduled repairs.**
 - **The creation of a web-based Vehicle Assignment Form allows users throughout the County to log on and update existing and new vehicle assignments. Previously, the entire process was manual.**

PROGRAM CONTACTS

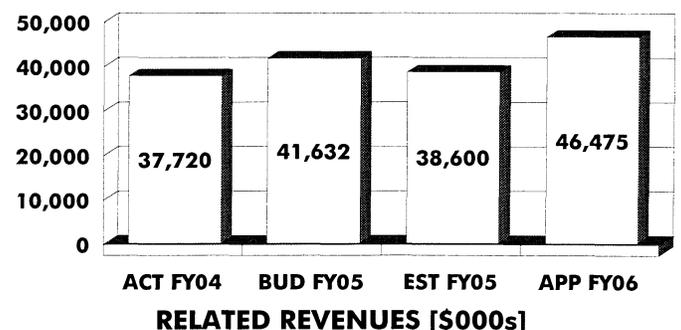
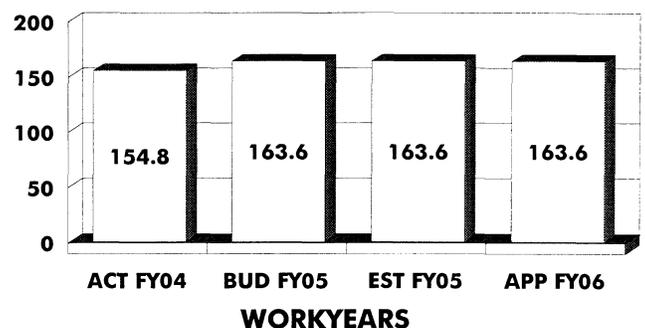
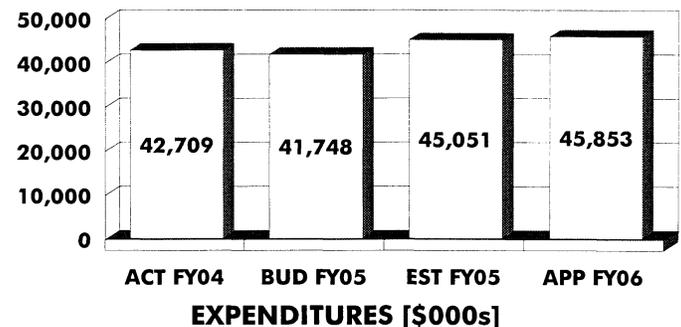
Contact Jo Ann Byrum of the Division of Fleet Management

Fleet Management Services

Program Summary

	Expenditures	WYs
Heavy Equipment and Automotive Services	4,374,820	38.4
Transit Equipment Services	15,968,560	87.6
Management Services	846,130	4.9
Administrative Services	24,663,870	32.7
Totals	45,853,380	163.6

Trends



Services at 240.777.5759 or Brady Goldsmith of the Office of Management and Budget at 240.777.2793 for more information regarding this department's operating budget.

FY06 Changes

	Expenditures	WYs
FY05 Approved	23,940,050	35.2
FY06 Approved	24,663,870	32.7

PROGRAM DESCRIPTIONS

Heavy Equipment and Automotive Services

This program is responsible for the maintenance and repair of the heavy equipment fleet which includes heavy dump trucks, construction equipment, snow plows, leafers, mowers, backhoes, gradalls, and other specialized pieces of heavy equipment. In addition, this program is responsible for the maintenance and repair of the automotive fleet which includes administrative vehicles, police vehicles, vans, and light trucks. The maintenance and repair service for the automotive and light truck fleet is provided through contractual service at the Seven Locks Maintenance Facility.

FY06 Changes

	Expenditures	WYs
FY05 Approved	3,811,090	37.3
FY06 Approved	4,374,820	38.4

Transit Equipment Services

This program is responsible for the maintenance and repair of the transit equipment fleet which includes Ride On transit buses.

FY06 Changes

	Expenditures	WYs
FY05 Approved	13,152,440	86.2
FY06 Approved	15,968,560	87.6

Management Services

This program provides policy development and planning; operational, personnel, and administrative oversight; and support for division activities. This program is also the central coordinator for the County on energy-related matters pertaining to emissions and motor fuel to include alternative fuels and applicable State and Federal legislation.

FY06 Changes

	Expenditures	WYs
FY05 Approved	844,350	4.9
FY06 Approved	846,130	4.9

Administrative Services

This program includes the preparation and monitoring of the operating and CIP budgets; financial management of the Motor Pool Internal Service Fund; fuel management; payment processing; the development, preparation, and monitoring of vehicle and equipment specifications, Invitations for Bids (IFB), and contracts; inventory and facility management; and the management and administration of computer and office automation system activities. In addition, this program replaces and disposes of the County's fleet which includes automotive and heavy equipment.

BUDGET SUMMARY

	Actual FY04	Budget FY05	Estimated FY05	Approved FY06	% Chg Bud/App
MOTOR POOL INTERNAL SERVICE FUND					
EXPENDITURES					
Salaries and Wages	8,864,210	8,812,680	8,860,560	10,303,930	16.9%
Employee Benefits	2,579,446	2,973,000	2,958,280	3,373,630	13.5%
Motor Pool Internal Service Fund Personnel Costs	11,443,656	11,785,680	11,818,840	13,677,560	16.1%
Operating Expenses	22,297,846	23,156,020	25,773,410	25,986,720	12.2%
Capital Outlay	8,967,335	6,806,230	7,458,750	6,189,100	-9.1%
Motor Pool Internal Service Fund Expenditures	42,708,837	41,747,930	45,051,000	45,853,380	9.8%
PERSONNEL					
Full-Time	161	167	167	166	-0.6%
Part-Time	0	0	0	0	—
Workyears	154.8	163.6	163.6	163.6	—
REVENUES					
Charges For Services	36,155,400	39,617,080	36,617,080	44,820,040	13.1%
State Fuel Tax	477,468	600,000	600,000	0	—
Warranty Claims	13,993	50,000	50,000	50,000	—
Disposal of Fixed Assets Gain/(Loss)	-242,386	250,000	250,000	300,000	20.0%
Enterprise Rental Vehicles	91,449	160,000	160,000	160,000	—
Insurance Recoveries	645,031	900,000	900,000	1,000,000	11.1%
Other Revenue	507,729	3,000	3,000	0	—
Take Home Vehicle Charges	18,930	20,000	20,000	20,000	—
Interest Income - Pooled Investments	52,313	31,920	0	0	—
Small CNG Site	0	0	0	125,000	—
Motor Pool Internal Service Fund Revenues	37,719,927	41,632,000	38,600,080	46,475,040	11.6%

FY06 APPROVED CHANGES CROSSWALK

	Expenditures	WYs
MOTOR POOL INTERNAL SERVICE FUND		
FY05 ORIGINAL APPROPRIATION	41,747,930	163.6
Changes (with service impacts)		
Enhance: Contract Monitors for Bus Wash Lanes [Transit Equipment Services]	75,180	0.8
Reduce: Vehicle Replacement Expenditures	-434,850	0.0
Other Adjustments (with no service impacts)		
Increase Cost: Increased motor pool charges for Transit parts (already included in Transit budget)	1,500,000	0.0
Increase Cost: Parts & Fuel Pass-thru costs [Administrative Services]	795,620	0.0
Increase Cost: Overtime and other personnel costs	793,580	0.0
Increase Cost: Labor Contracts	458,370	0.0
Increase Cost: CNG Equipment [Administrative Services]	250,000	0.0
Increase Cost: FY06 Group Insurance Rate Adjustments	193,480	0.0
Increase Cost: Charges from Risk Management [Administrative Services]	175,470	0.0
Increase Cost: Personnel	165,150	0.0
Increase Cost: FY06 Retirement Rate Adjustments	111,780	0.0
Increase Cost: Fueling additional CNG buses [Administrative Services]	94,420	0.0
Increase Cost: Motor Pool [Administrative Services]	89,800	0.0
Increase Cost: Consumer Price Index Adjustment - Automotive Contract [Heavy Equipment and Automotive Services]	83,780	0.0
Increase Cost: Annualization of FY05 Lapsed Positions [Administrative Services]	70,520	0.0
Increase Cost: Operating Budget Impact for Fleet Expansion [Transit Equipment Services]	57,630	0.0
Increase Cost: Additional maintenance costs [Transit Equipment Services]	51,010	0.0
Increase Cost: Replacement of Corby Security Card [Administrative Services]	47,000	0.0
Increase Cost: FY06 Compensation	19,110	0.0
Increase Cost: Chargebacks - IT Specialists [Administrative Services]	15,320	0.0
Increase Cost: Labor Contracts - Other	15,190	0.0
Increase Cost: Records Management - One-Time Only [Management Services]	9,020	0.0
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Increase Cost: Chargebacks - Procurement Specialists [Administrative Services]	8,040	0.0
Increase Cost: Chargebacks - OHR Medical Service [Management Services]	1,770	0.0

	Expenditures	WYs
Increase Cost: Monthly rental increases for copiers [Management Services]	1,200	0.0
Increase Cost: Chargebacks - DPWT Operations for Facilities [Management Services]	1,120	0.0
Increase Cost: Workforce Adjustment	0	0.2
Decrease Cost: Duplicate Supply Tech Position	-36,730	-1.0
Decrease Cost: Chargebacks - DPWT/Operations for Depot mechanics [Heavy Equipment and Automotive Services]	-83,270	0.0
Decrease Cost: Change in vehicle replacement expenditures [Administrative Services]	-207,280	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY05 [Administrative Services]	-225,000	0.0
FY06 APPROVED:	45,853,380	163.6