

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 FY07 Operating Budget for the Division of Fleet Management Services is \$55,589,780, an increase of \$9,736,400 or 21.2 percent from the FY06 Approved Budget of \$45,853,380. Personnel Costs comprise 26.0 percent of the budget for 167 full-time positions for 170.2 workyears. Operating Expenses and Capital Outlay account for the remaining 74.0 percent of the FY07 budget.

Not included in the above is a total of \$278,520 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

- ❖ **Develop an internship program with Montgomery County Public Schools to encourage secondary technical education and train future service maintenance technicians.**

- ❖ **Productivity Enhancements**

- Initiated a limited reorganization, which will create a new section responsible for improving quality assurance, identifying training needs, and expanding the warranty program.

- Developed an interface to upload motor pool chargebacks instead of preparing journal entries.

- Automated the New Vehicle/Upgraded Vehicle request process to reduce processing time.

- Purchased anti-corrosive Stainless Steel Dump beds and sanders to minimize the corrosive effect of salt on dump trucks.

- Installed fast fill compressed natural gas (CNG) fueling site for Transit buses; thereby, reducing fuel time from eight hours to less than five minutes.

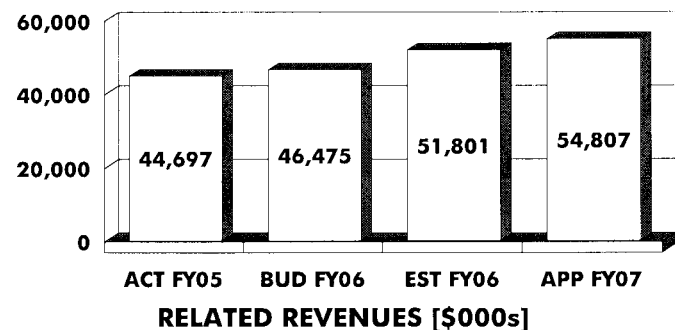
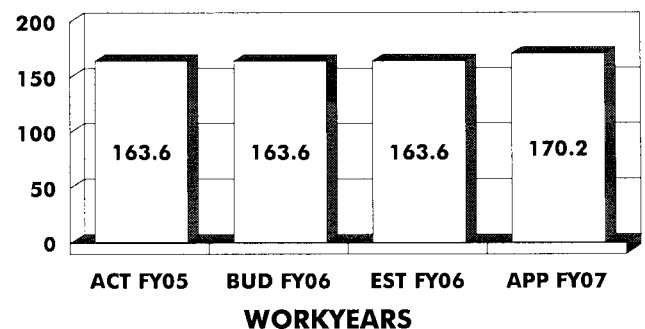
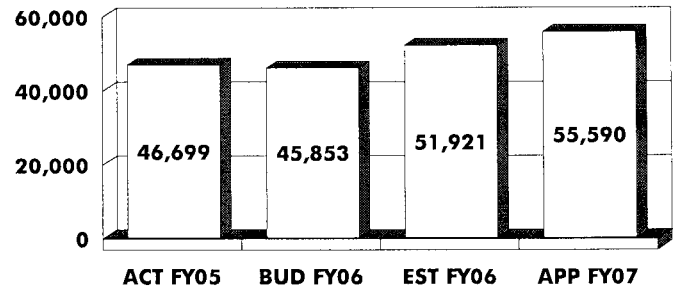
PROGRAM CONTACTS

Contact Sharon Subadan of the Division of Fleet Management Services at 240.777.5738 or Alexandra Shabelski of the Office

Program Summary

	Expenditures	WYs
Heavy Equipment and Automotive Services	8,067,200	40.5
Transit Equipment Services	11,200,070	90.6
Management Services	855,440	5.1
Administrative Services	35,467,070	34.0
Totals	55,589,780	170.2

Trends



of Management and Budget at 240.777.2785 for more information regarding this department's operating budget.

	Expenditures	WYs
FY06 Approved	24,663,870	32.7
FY07 Approved	35,467,070	34.0

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.

FY07 Changes

	Expenditures	WYs
FY06 Approved	4,374,820	38.4
FY07 Approved	8,067,200	40.5

Transit Equipment Services

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

FY07 Changes

	Expenditures	WYs
FY06 Approved	15,968,560	87.6
FY07 Approved	11,200,070	90.6

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.

FY07 Changes

	Expenditures	WYs
FY06 Approved	846,130	4.9
FY07 Approved	855,440	5.1

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; Invitations for Bids (IFB), and contracts; inventory and facility management; and the management and administration of computer and office automation system activities.

FY07 Changes

BUDGET SUMMARY

	Actual FY05	Budget FY06	Estimated FY06	Approved FY07	% Chg Bud/App
MOTOR POOL INTERNAL SERVICE FUND					
EXPENDITURES					
Salaries and Wages	9,173,883	10,303,930	9,976,990	10,758,980	4.4%
Employee Benefits	3,021,779	3,373,630	3,291,230	3,692,570	9.5%
Motor Pool Internal Service Fund Personnel Costs	12,195,662	13,677,560	13,268,220	14,451,550	5.7%
Operating Expenses	27,127,779	25,986,720	31,384,140	33,162,200	27.6%
Capital Outlay	7,375,627	6,189,100	7,269,080	7,976,030	28.9%
Motor Pool Internal Service Fund Expenditures	46,699,068	45,853,380	51,921,440	55,589,780	21.2%
PERSONNEL					
Full-Time	167	166	166	167	0.6%
Part-Time	0	0	0	0	---
Workyears	163.6	163.6	163.6	170.2	4.0%
REVENUES					
Intergovernmental	0	0	-800	0	---
Charges For Services	42,605,813	44,820,040	48,328,580	53,085,620	18.4%
State Fuel Tax	410,255	0	0	0	---
Warranty Claims	82,577	50,000	50,000	80,000	60.0%
Disposal of Fixed Assets Gain/(Loss)	0	300,000	315,110	300,000	---
Enterprise Rental Vehicles	176,141	160,000	0	0	---
Insurance Recoveries	1,107,045	1,000,000	1,748,830	1,100,000	10.0%
Other Revenue	269,686	0	1,246,860	151,870	---
Take Home Vehicle Charges	20,071	20,000	0	20,000	---
Interest Income - Pooled Investments	25,745	0	112,730	70,000	---
Small CNG Site	0	125,000	0	0	---
Motor Pool Internal Service Fund Revenues	44,697,333	46,475,040	51,801,310	54,807,490	17.9%

FY07 APPROVED CHANGES

	Expenditures	WYs
MOTOR POOL INTERNAL SERVICE FUND		
FY06 ORIGINAL APPROPRIATION	45,853,380	163.6
Other Adjustments (with no service impacts)		
Increase Cost: Fuel Costs [Administrative Services]	7,275,530	0.0
Increase Cost: Vehicle Replacement Expenditures [Administrative Services]	2,010,130	0.0
Increase Cost: FY07 Compensation	504,330	0.0
Increase Cost: Group Insurance Adjustment	220,730	0.0
Increase Cost: Utilities [Administrative Services]	190,550	0.0
Increase Cost: Operating Budget Impact for Fleet Expansion [Administrative Services]	130,740	0.0
Increase Cost: Motor Pool [Administrative Services]	127,260	0.0
Increase Cost: Retirement Adjustment	74,390	0.0
Increase Cost: Chargebacks to Other Agencies [Transit Equipment Services]	47,870	0.0
Increase Cost: Computer Server [Administrative Services]	26,800	0.0
Increase Cost: Annualization of FY06 Lapsed Positions	18,800	0.2
Increase Cost: Records management	3,650	0.0
Increase Cost: Occupational Medical Services Chargebacks [Administrative Services]	3,600	0.0
Increase Cost: Labor Contracts - Tools	2,500	0.0
Increase Cost: Technical adjustment - Overtime - Work Years	0	5.4
Shift: Operational Support Services Manager [Transit Equipment Services]	0	1.0
Decrease Cost: Motor Pool Rate Adjustment	-17,720	0.0
Decrease Cost: Annualization of FY06 Personnel Costs	-174,510	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY06	-297,000	0.0
Decrease Cost: Risk Management Charges [Administrative Services]	-411,250	0.0
FY07 APPROVED:	55,589,780	170.2