

Outstanding Program Awards  
Application

Program Title: Utah Fleet Operations Online Reporting  
Check one: Individual State Award  
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Section a: Individual State Award

Section b: Executive Summary

Utah's Division of Fleet Operations has simplified the process of reporting fleet utilization. What used to be the tedious and time-consuming task of getting time-sensitive reports into the hands of customers is now automated and available through the Division's web portal.

A few years ago, Utah's Fleet Operations considered its online tool for determining whether a fleet vehicle versus a privately owned vehicle was more cost effective, to be a leading edge use of the internet. Today its users can log on and find anything from detailed maintenance and fueling activities, to fully-loaded cost-per-mile data (at the vehicle level!), plus a whole lot more. The engine that drives the generation of these reports is the Division's statewide information system which tracks the state's fleet. It gathers and stores data relating to original purchase, useful life and depreciation, odometer readings, timing of registrations and PMs, work orders, operators, current status (in or out of service) and billing charges. This system, coupled with many months of hard work by the highly-skilled IT staff, provides a one-stop smorgasbord of reports that agencies use to better manage and deploy its fleet vehicles. Better management is becoming a high-interest item in more and more states.

In its 2007 General Session, the Utah State Legislature passed its House Bill 110, "State Fleet Efficiency Requirements", which amended provisions relating to the purchase and management of state vehicles and the reporting of state agency vehicle efficiencies. Now state agencies will be required to spend more of their own resources to ensure they meet the new efficiency requirements of the Bill at a time when state's, like Utah, are trying to trim excesses and "do more with less".

Utah's Division of Fleet Operations and its online reporting system have the opportunity to prove their metal.

### Section c: Innovation in solution development

The process of developing reports by the Division's users meant having to collect reams of data and spending dozens of hours every month just to determine if vehicles were adequately utilized. The old process was so cumbersome that it usually discouraged users from managing vehicles at all. The Division's desire to improve the quality of vehicle reporting fit hand-in-hand with the Governor's Energy Efficiency Program for the 21<sup>st</sup> Century, and eventually became instrumental in developing new legislation that would mandate better fleet efficiency at the user level. Now agencies can access powerful tools for reporting utilization and operating costs through online links on the Division's web portal, saving hundreds of hours calculations every year and leading to better fleet management.

### Section d: Calculation of Estimated Savings

Estimate of average monthly labor hours saved:	60
Conservative estimate of agencies impacted:	10
Average rate per labor hour:	\$35.00
Estimated annual labor cost savings:	\$252,000.00

### Section e: Quantitative Benefits to State Agencies

The most significant quantitative benefits to state agencies will be the labor costs saved and monthly fleet charges prevented. By using the Division's online reports on a monthly basis, agencies could shift their vehicles between locations to avoid severe under- or over-utilization and leading to more efficient use of the state's resources. These savings could theoretically be shifted to other programs within their base budgets.

### Section f: Applicability of use by other state, local and federal agencies

The software and other resources used in the Division's application are easily adaptable to most, if not all, fleet organizations throughout the country.