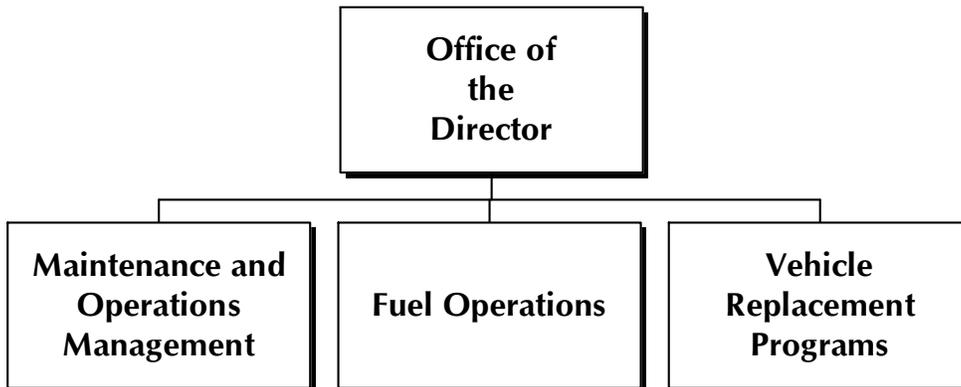


Fund 503

Department of Vehicle Services



Mission

To establish efficient and effective delivery of fleet services by providing customer agencies with safe, reliable, economical, and environmentally-sound transportation and related support services which are responsive to the needs of customer departments, and which conserve the value of the vehicle and equipment investment.

Budget and Staff Resources

Agency Summary				
Category	FY 2008 Actual	FY 2009 Adopted Budget Plan	FY 2009 Revised Budget Plan	FY 2010 Baseline Budget
Authorized Positions/Staff Years				
Regular	261/ 261	261/ 261	261/ 261	261/ 261
Expenditures:				
Personnel Services	\$17,990,241	\$19,177,924	\$19,177,924	\$19,924,573
Operating Expenses	42,290,897	55,957,568	58,518,783	55,957,568
Capital Equipment	10,767,906	13,184,003	24,334,812	12,770,617
Capital Projects	383,587	0	3,200,031	0
Total Expenditures	\$71,432,631	\$88,319,495	\$105,231,550	\$88,652,758

FY 2010 Funding Adjustments

The following funding adjustments from the FY 2009 Revised Budget Plan are necessary to support the FY 2010 program:

- ◆ **Employee Compensation** **\$746,649**
 An increase of \$746,649 in Personnel Services is associated with salary adjustments necessary to support the County's compensation program.
- ◆ **Carryover Adjustments** **(\$2,561,215)**
 As part of the FY 2008 Carryover Review, the Board of Supervisors approved encumbered funding of \$2,561,215 in Operating Expenses. Of this total, \$1,161,603 is associated with the Vehicle Retrofit Program, and the remaining total is due primarily to fuel related encumbrances.

Fund 503

Department of Vehicle Services

◆ Capital Equipment

\$12,770,617

Capital Equipment funding of \$12,770,617 includes the following: \$5,591,135 for the purchase of 206 replacement vehicles that have met established age and mileage criteria; \$1,802,500 for the purchase of 7 replacement ambulances out of the Ambulance Replacement Fund; \$4,860,000 is for the purchase of 9 vehicles out of the Fire Apparatus Replacement Fund; and \$516,982 for the purchase of nine buses out of the FASTRAN Bus Replacement Fund.

Changes to FY 2009 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2009 Revised Budget Plan since passage of the FY 2009 Adopted Budget Plan. Included are all adjustments made as part of the FY 2008 Carryover Review and all other approved changes through September 15, 2008:

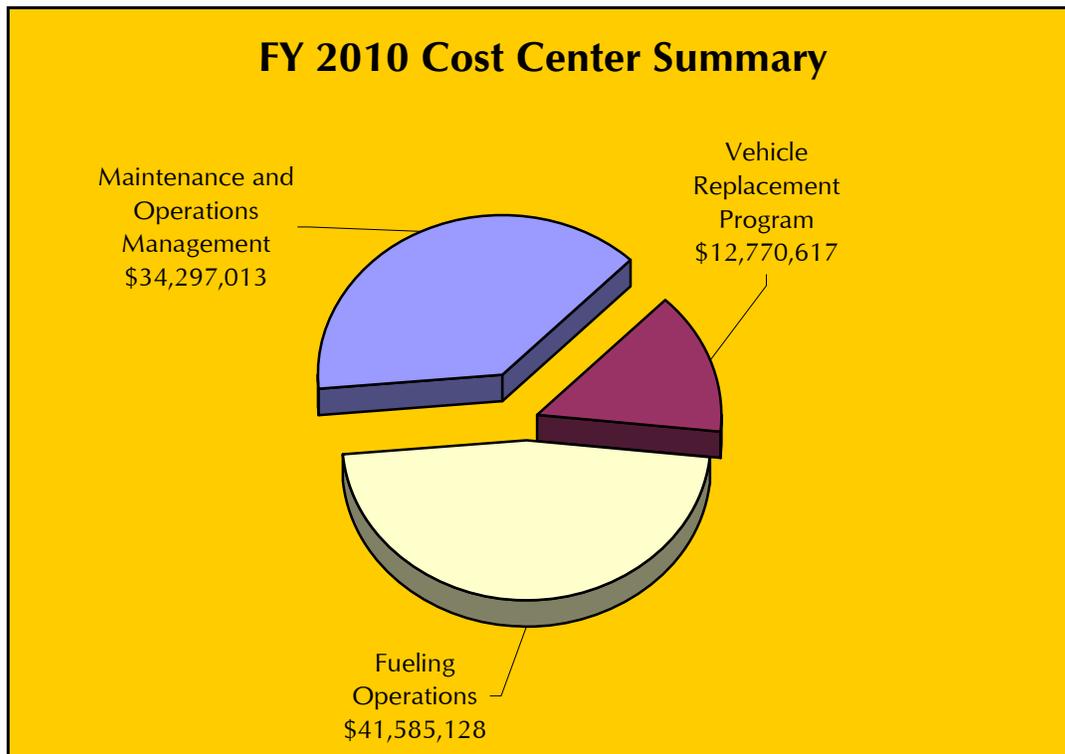
◆ Carryover Adjustments

\$16,912,055

As part of the FY 2008 Carryover Review, the Board of Supervisors approved encumbered funding of \$16,912,055. Of this amount, \$13,000,452 is primarily for purchases out of the Vehicle Replacement Fund, the Fire Apparatus Replacement Fund, the FASTRAN Bus Replacement Fund, and renovation projects at the Alban and West Ox facilities. In addition, \$3,761,603 is for unencumbered carryover including \$2,600,000 for the purchase of a helicopter from available funds in the Helicopter Replacement Reserve and \$1,161,603 for the Vehicle Retrofit Program associated with the DVS Infrastructure Renewal Program and the retrofitting of the County's diesel vehicle fleet. Finally, an increase of \$150,000 is for the purchase of additional vans for the Department of Family Services in response to a Federal Head Start Audit.

Cost Centers

The Department of Vehicle Services provides services in support of the County's fleet under three distinct cost centers: Maintenance and Operations Management, Vehicle Replacement Program, and Fueling Operations. The majority of the agency's positions and funding is centered in maintenance and operations.



Fund 503

Department of Vehicle Services

Maintenance and Operations Management

Funding Summary				
Category	FY 2008 Actual	FY 2009 Adopted Budget Plan	FY 2009 Revised Budget Plan	FY 2010 Baseline Budget
Authorized Positions/Staff Years				
Regular	259 / 259	259 / 259	259 / 259	259 / 259
Total Expenditures	\$32,595,562	\$33,623,646	\$38,225,318	\$34,297,013

Position Summary				
1 Director	12 Auto Parts Specialists I	3 Maintenance Trade Helpers II		
2 Assistant Directors	6 Assistant Superintendents	1 Business Analyst III		
3 Administrative Assistants IV	1 Inventory Mgmt. Supervisor	1 Network Telecom Analyst II		
2 Administrative Assistants III	2 Management Analysts III	1 Information Technology Tech. II		
9 Administrative Assistants II	1 Management Analyst II	18 Senior Motor Mech. Supervisors		
3 Auto Body Repairers II	1 Management Analyst I	5 Motor Equipment Superintendents		
3 Auto Body Repairers I	102 Mechanics II	3 Warehouse Supervisors		
8 Auto Parts Specialists II	69 Mechanics I	1 Warehouse Specialist		
		1 Warehouse Worker Driver Helper		
TOTAL POSITIONS				
259 Positions / 259.0 Staff Years				

Key Performance Measures

Goal

To provide timely, responsive, and efficient vehicle repairs/services, including effective towing and road services, at competitive prices for County-owned vehicles.

Objectives

- ◆ To maintain a vehicle availability rate of at least 97 percent on 100 percent of operating days.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2006 Actual	FY 2007 Actual	FY 2008 Estimate/Actual	FY 2009	FY 2010
Output:					
Units maintained (1)	5,762	5,676	5,711 / 5,784	5,819	5,834
Vehicle equivalents maintained	21,957	21,779	21,920 / 22,288	22,276	22,295
Efficiency:					
Maintenance cost per vehicle equivalent	\$1,388	\$1,428	\$1,554 / \$1,443	\$1,517	\$1,535
Parts inventory value per vehicle	\$238	\$264	\$263 / \$251	\$249	\$249
Parts inventory fill rate	89.9%	90.3%	91.0% / 90.4%	91.0%	91.0%
Parts inventory turnover	4.75	4.73	4.65 / 5.18	4.75	4.75
Service Quality:					
Parts inventory accuracy	97.2%	96.5%	99.5% / 96.4%	97.0%	98.0%
Percent of customers satisfied	95.0%	95.0%	95.0% / 100.0%	95.0%	95.0%

Fund 503

Department of Vehicle Services

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2006 Actual	FY 2007 Actual	FY 2008 Estimate/Actual	FY 2009	FY 2010
Outcome:					
Vehicle availability rate	98.1%	97.8%	98.0% / 98.0%	97.0%	97.0%
Percent of days 97% target was achieved	100.0%	100.0%	100.0% / 100.0%	100.0%	100.0%

(1) "Units maintained" in any given year may include vehicles authorized as additions in a previous year, but not received until the indicated year.

Performance Measurement Results

In FY 2008, DVS was able to ensure, on a countywide basis, that customer agency vehicles were available for use 98 percent of the time and were in safe operational condition. A total of 5,784 County and School units (motorized and non-motorized) were maintained. The FY 2008 increases in maintained units and in vehicle equivalents maintained was primarily due to an increase in school buses and police cruisers.

DVS kept the FY 2008 maintenance cost per vehicle equivalent below the rate estimated. Due to an aggressive inventory management campaign, the parts inventory value per vehicle decreased while the inventory turnover increased. The inventory fill rate and inventory accuracy were less than estimated for FY 2008; and both areas will continue to receive agency focus in FY 2009. In FY 2008, DVS achieved its highest customer satisfaction rating of 100 percent and this trend is expected to decrease slightly to 95 percent throughout FY 2009 and FY 2010 primarily due to possible reductions in services being implemented due to budget constraints.

Vehicle Replacement Program

Funding Summary				
Category	FY 2008 Actual	FY 2009 Adopted Budget Plan	FY 2009 Revised Budget Plan	FY 2010 Baseline Budget
Authorized Positions/Staff Years				
Regular	1/ 1	1/ 1	1/ 1	1/ 1
Total Expenditures	\$10,505,989	\$13,138,306	\$24,289,115	\$12,770,617

Position Summary	
1	Engineer III
TOTAL POSITIONS	
1	Position / 1.0 Staff Year

Key Performance Measures

Goal

To provide administrative and financial oversight for the Vehicle Replacement, Large Apparatus, Ambulance, Vehicle Specialty, FASTRAN, and other replacement funds and to ensure that vehicles are replaced within the established criteria (i.e., miles, years and condition).

Objectives

- ◆ To order 100 percent of vehicles that meet replacement criteria within the fiscal year.

Fund 503 Department of Vehicle Services

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2006 Actual	FY 2007 Actual	FY 2008 Estimate/Actual	FY 2009	FY 2010
Output:					
Vehicles in Vehicle Replacement Reserve (VRR)	2,248	2,255	2,280 / 2,303	2,328	2,328
Technical reviews processed	166	180	180 / 173	170	185
Vehicles meeting VRR criteria	322	265	281 / 299	305	300
Vehicles ordered/replaced	322	265	281 / 299	305	300
Efficiency:					
VRR administrative cost per vehicle	\$26.28	\$25.95	\$26.84 / \$26.58	\$28.80	\$29.93
Service Quality:					
Percent of customers satisfied	95.0%	95.0%	95.0% / 100.0%	95.0%	95.0%
Outcome:					
Percent of vehicles meeting criteria that are replaced	100.0%	100.0%	100.0% / 100.0%	100.0%	100.0%

Performance Measurement Results

The number of vehicles in the Vehicle Replacement Reserve (VRR) continued to grow in FY 2008, particularly due to the addition of vehicles that were not previously in the fund, but were in vehicle classes and agencies eligible to participate. The total number of vehicles in the fund increased from 2,255 in FY 2007 to 2,303 in FY 2008, a number which will increase slightly in FY 2009 and FY 2010 with new vehicle additions. DVS replaced 100 percent of FY 2008 VRR vehicles that met the established criteria. The VRR administrative cost per vehicle increased from \$25.95 in FY 2007 to \$26.58 in FY 2008 primarily due to staff pay-for-performance increases. Customer satisfaction was rated in FY 2008 at 100 percent and this level is expected to slightly decrease to 95 percent throughout FY 2009 and FY 2010 primarily due to possible reductions in services being implemented due to budget constraints.

Fueling Operations

Funding Summary				
Category	FY 2008 Actual	FY 2009 Adopted Budget Plan	FY 2009 Revised Budget Plan	FY 2010 Baseline Budget
Authorized Positions/Staff Years				
Regular	1 / 1	1 / 1	1 / 1	1 / 1
Total Expenditures	\$28,331,080	\$41,557,543	\$42,717,117	\$41,585,128

Position Summary	
1	Heavy Equipment Operator
TOTAL POSITIONS	
1 Position / 1.0 Staff Year	

Fund 503

Department of Vehicle Services

Key Performance Measures

Goal

To provide County-owned vehicle operators with effective and efficient fueling services in accordance with all federal, state, and County regulations.

Objectives

- ◆ To provide in-house fueling services that support fleet operations in order to achieve a cost savings of \$0.05.0 cents per gallon for unleaded gasoline and 15.0 cents per gallon for diesel fuel compared to commercial fuel stations.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2006 Actual	FY 2007 Actual	FY 2008 Estimate/Actual	FY 2009	FY 2010
Output:					
Gallons of unleaded gasoline purchased	2,462,032	2,523,815	2,557,627 / 2,596,988	2,642,856	2,688,724
Gallons of diesel purchased	7,024,258	6,861,624	7,213,580 / 7,003,767	7,357,144	8,492,276
Efficiency:					
Average cost per gallon (all fuel types) (1)	\$2.21	\$2.18	\$3.02 / \$2.95	\$3.41	\$3.74
Service Quality:					
Percent of customers satisfied	95.0%	95.0%	95.0% / 100.0%	95.0%	95.0%
Outcome:					
Price savings between in-house and commercial stations: unleaded gasoline	\$0.131	\$0.075	\$0.050 / \$0.108	\$0.050	\$0.050
Price savings between in-house and commercial stations: diesel	\$0.199	\$0.242	\$0.150 / \$0.115	\$0.150	\$0.150

(1) Includes appropriate mark-up to cover overhead.

Performance Measurement Results

The Fueling Operations measures examine the cost savings between County contracts and private providers, as well as how satisfied County vehicle drivers are with fueling operations. Given the amount of fuel gallons used by the County, the savings were significant. In FY 2008, customer satisfaction ratings were at 100 percent, an excellent rating level that is expected to only slightly decrease in FY 2009 and FY 2010 due to budget constraints. FY 2008 continued to be a difficult year for fuel prices. Similar to the private market, the average fuel cost per gallon for County customers increased from \$2.18 in FY 2007 to \$2.95 in FY 2008. However, County customers purchasing unleaded gasoline saved \$0.108 per gallon and diesel fuel purchasers saved \$0.115 per gallon compared to commercial prices.

Fund 503

Department of Vehicle Services

FUND STATEMENT

Fund Type G50, Internal Service Fund

Fund 503, Department of Vehicle Services

	FY 2008 Actual	FY 2009 Adopted Budget Plan	FY 2009 Revised Budget Plan	FY 2010 Baseline Budget
Beginning Balance	\$35,270,994	\$19,504,668	\$40,856,341	\$18,624,095
Vehicle Replacement Reserve	\$10,405,351	\$8,644,659	\$11,105,324	\$5,463,845
Facility Infrastructure/Renewal Reserve ¹	4,700,236	220,000	4,316,649	1,130,134
Ambulance Replacement Reserve	2,859,262	935,662	3,777,802	2,524,574
Fire Apparatus Replacement Reserve	5,075,228	2,209,817	6,705,536	4,289,829
School Bus Replacement Reserve	17,019	17,019	17,019	17,019
FASTRAN Bus Replacement Reserve	1,339,961	932,228	1,864,577	1,264,579
Helicopter Replacement Reserve	4,438,732	2,533,283	5,236,111	335,574
Boat Replacement Reserve	200,000	225,000	225,000	0
Police Specialty Vehicle Reserve	1,672,974	2,000,000	1,894,408	2,203,958
Fuel Operations Reserve	1,275,158	386,515	1,612,714	116,625
Other	3,287,073	1,400,485	4,101,201	1,277,958
Unreserved Beginning Balance	\$0	\$0	\$0	\$0
Revenue:				
Vehicle Replacement Charges	\$7,821,526	\$8,263,297	\$8,263,297	\$8,263,297
Facility Infrastructure/Renewal Charges	0	0	0	0
Ambulance Replacement Charges	1,629,000	214,000	214,000	214,000
Fire Apparatus Replacement Charges	3,884,000	2,884,000	2,884,000	2,884,000
FASTRAN Bus Repl Charges	944,900	600,000	600,000	0
Helicopter Replacement Charges	797,379	709,263	709,263	709,263
Boat Replacement Charges	25,000	25,000	25,000	77,646
Police Specialty Vehicle Charges	221,434	309,550	309,550	319,552
Vehicle Fuel Charges	28,668,636	41,221,029	41,221,029	41,518,503
Other Charges	33,026,103	32,223,165	32,223,165	33,019,055
Total Revenue	\$77,017,978	\$86,449,304	\$86,449,304	\$87,005,317
Total Available	\$112,288,972	\$105,953,972	\$127,305,645	\$105,629,412

Fund 503

Department of Vehicle Services

FUND STATEMENT

Fund Type G50, Internal Service Fund

Fund 503, Department of Vehicle Services

	FY 2008 Actual	FY 2009 Adopted Budget Plan	FY 2009 Revised Budget Plan	FY 2010 Baseline Budget
Expenditures:				
Vehicle Replacement	\$7,121,553	\$7,411,808	\$10,454,776	\$5,591,135
Facility Infrastructure/Renewal	383,587	0	3,186,515	0
Ambulance Replacement	710,460	0	1,467,228	1,802,500
Fire Apparatus Replacement	2,253,692	1,850,000	5,299,707	4,860,000
School Bus Replacement	0	0	0	0
FASTRAN Bus Replacement	420,284	616,698	1,199,998	516,982
Helicopter Replacement	0	3,009,800	5,609,800	0
Boat Replacement	0	250,000	250,000	0
Fuel Operations:				
Fuel	27,379,018	40,819,184	41,911,517	40,818,574
Other Fuel Related Expenses	952,062	738,360	805,601	766,554
Other:				
Personnel Services	17,929,957	19,116,368	19,116,368	19,924,573
Operating Expenses	14,256,428	14,461,580	15,863,221	14,372,440
Capital Equipment	25,590	45,697	53,303	0
Building Equipment	0	0	13,516	0
Total Expenditures	\$71,432,631	\$88,319,495	\$105,231,550	\$88,652,758
Transfers Out:				
General Fund (001)	\$0	\$750,000	\$750,000	\$0
County Bond Construction (311) ¹	0	0	2,700,000	0
Total Transfers Out	\$0	\$750,000	\$3,450,000	\$0
Total Disbursements	\$71,432,631	\$89,069,495	\$108,681,550	\$88,652,758
Ending Balance²	\$40,856,341	\$16,884,477	\$18,624,095	\$16,976,654
Vehicle Replacement Reserve	\$11,105,324	\$8,746,148	\$5,463,845	\$8,136,007
Facility Infrastructure/Renewal Reserve	4,316,649	220,000	1,130,134	1,130,134
Ambulance Replacement Reserve	3,777,802	1,149,662	2,524,574	936,074
Fire Apparatus Replacement Reserve	6,705,536	3,243,817	4,289,829	2,313,829
School Bus Replacement Reserve	17,019	17,019	17,019	17,019
FASTRAN Bus Replacement Reserve	1,864,577	915,530	1,264,579	747,597
Helicopter Replacement Reserve	5,236,111	232,746	335,574	1,044,837
Boat Replacement Reserve	225,000	0	0	77,646
Police Specialty Veh. Reserve	1,894,408	2,309,550	2,203,958	2,523,510
Fuel Operations Reserve	1,612,714	50,000	116,625	50,000
Other	4,101,201	5	1,277,958	0
Unreserved Ending Balance	\$0	\$0	\$0	\$0

¹ As part of the FY 2008 Carryover Review, \$2,700,000 was transferred to Fund 311, County Bond Construction to supplement bond funds appropriated from the FY 2007 School Bond Referendum associated with the planned expansion and renovation of the Newington Maintenance Facility

² The Ending Balance in Fund 503, Department of Vehicle Services, fluctuates based on vehicle replacement requirements in a given year. Except in rare cases, vehicles are not replaced until they have met both established age and mileage criteria. In years where more vehicles meet their criteria and are replaced, the ending balance will be lower (and vice versa).