

**OFFICE OF THE SCOTT COUNTY FLEET MANAGER**

950 East Blackhawk Trail  
Eldridge, Iowa 52748

Office: (563) 328-4136  
Fax: (563) 328-4173  
www.scottcountyia.com



May 29, 2018

TO: Mahesh Sharma, County Administrator

FROM: Barbara Pardie, Fleet Manager

SUBJ: Update on Third Quarter FY18 Accomplishments and the Way Ahead

The Fleet Services division has had a very exciting first nine months of FY18. At first glance, it looks like the work order count went up as our cost per work order went down, but keep in mind that we did not have the Sheriff's Office as a customer the first five months of FY 17. This comparison is a total cost (parts + labor) for the entire County fleet excluding Conservation's vehicles.

1st-3rd Qtrs. FY	# of Work Orders	Total Cost of Work Orders	Average Cost per Work Order	Total Cost Savings per work order
17	800	\$290,425.56	\$363.03	
18	1,032	\$335,054.07	\$324.66	\$38.37

Our focus has been streamlining the processes any way we can to effectively continue to reduce cost. We have reduced the average time for scheduled services by 11.3 minutes overall. The vehicle availability time is over 99%. The nine month budget to actual is 48% of budget and below FY 17 Year to Date by \$6,000.00.

We are actively working with the Information Technology department to get the mechanics laptops in their respective work areas. This will provide real time status on work order and allow them to research\order parts directly to the Parts and Inventory Clerk. It also provides supervision another tools to manage the time properly.

We have been continued to do a lot of cross and additional educational training. This allows for more flexibility in our staffing and honing everyone skill sets. We will continue to take every opportunity to provide the staff with training in the future as well.

I will be in attendance at the next Committee of the Whole meeting to answer any questions you or the Board may have.

CC: David Farmer  
Jon Burgstrum