



SUSTAINABLE TRANSPORTATION

ACTION

ST-7

Expand access of AssetWorks M5 data to all County departments to track vehicle mileage and performance and train staff on efficiencies.



DESCRIPTION OF ACTION

Automotive Services has already been tracking metrics such as lifetime costs and fuel mileage to ensure optimal performance with the County’s fleet using the AssetWorks M5 program. This data alerts the County to when vehicles may need to be serviced or replaced or when employee training may be needed to optimize vehicle performance. The next step for the County is to provide departments with fleet reports in order for each department to track and manage their own use and performance of the County’s fleet, as well as train staff on the new GPS system to optimize efficient routing for travel.

LEAD DEPARTMENT

Finance/Automotive Services

OVERALL TIMEFRAME

Medium

SHORT = Less than 1 year
MEDIUM = 1 - 3 years
LONG = 3 years or more

Planning Considerations

IMPLEMENTATION STEPS	TIMEFRAME	KEY PARTNERS
1 Convene a group of staff to learn about the capabilities of AssetWorks M5 and champion the pilot of the AssetWorks M5 roll-out across the Environment & Sustainability Department.	SHORT	• Environment & Sustainability
2 Survey Environment & Sustainability Department management and supervisors to determine the range of useful outputs (e.g., data/summary reports) to support job functions.	SHORT	• Environment & Sustainability
3 Design and build user-friendly AssetWorks M5 data report templates for staff to integrate into their day-to-day activities and decision-making.	SHORT	• Environment & Sustainability
4 Hold additional trainings on how to use AssetWorks M5 data and GPS system to support enhanced budgeting, routing, etc.	MEDIUM	• Environment & Sustainability • LB Technology Inc.
5 Based on training feedback, refine reports and introduce automated reporting functions for select staff.	SHORT	• Environment & Sustainability
6 Assess outcomes of pilot program (including lessons learned, software capabilities, and intended use of program) in presentation or report for other County departments. Determine additional departments to phase into program.	MEDIUM	• Environment & Sustainability

FINANCIAL AND TECHNICAL RESOURCES

TECHNICAL

- AssetWorks and LB Technology support personnel and resources, as appropriate

CONSIDERATIONS FOR COLLABORATION/ OVERCOMING BARRIERS

- Consider and clearly communicate ways the use of AssetWorks M5 will actively benefit specific roles and departments prior to introducing program (to improve staff buy-in).
- Leverage AssetWorks resources and expertise as part of contract with AssetWorks.
- Ensure that data reports/templates are easy-to-use and automated to encourage staff to incorporate them into everyday processes and decision-making.

MEASURING SUCCESS

OUTPUTS*

- Environment & Sustainability Department staff (re)trained to use AssetWorks M5 software, reports, and GPS system
- AssetWorks M5 reports
- Enhanced report templates to support job functions/staff needs

OUTCOMES*

- Decrease in gasoline/diesel-powered vehicle miles traveled by County vehicles

*An **output** describes what has been created through implementation of the action.
 An **outcome** is the level of performance or achievement that occurred based on what was created.