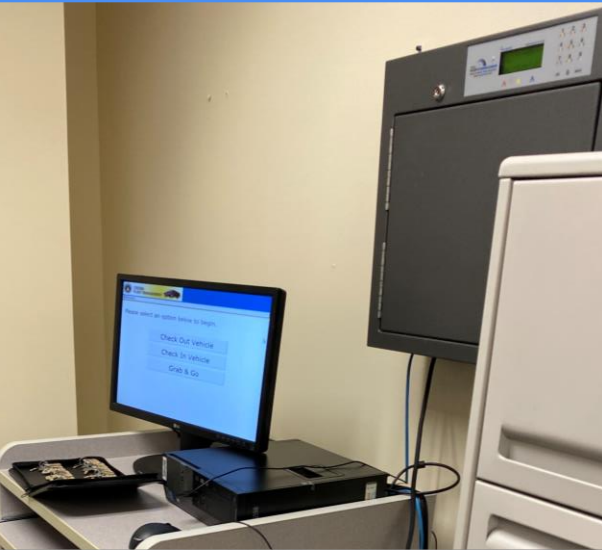


Motor Pool for Utility Fleets



info@AgileFleet.com

www.agilefleet.com

(571) 498-7555

INTRODUCTION



Ron Katz
Senior Director of
National
Accounts, Agile
Fleet



Micheal Farley
Senior Fleet
Administrator,
Basin Electric
Power Cooperative
(BEPC)

- What were the challenges faced by BEPC?
- What were the efficiencies and savings generated with technology?
- Real-world success story - BEPC
- How you can write your own utility fleet success story

BEPC: Overview of Operations

Basin Electric Power Cooperative



- On-site Plant Vehicles and Equipment
- Motor Pools for administrative travel
- DOT Fleet for maintaining over 2,500 miles of high-voltage transmission line

- Consumer-owned by our 131-member cooperative systems.
- Serve nine states with coal, gas, wind, and solar power generation and transmission.
- Over 1200 fleet units from lawnmowers to earth moving equipment.
- 23 fleet locations



Original motor pool system was not offering clarity, consistency, or efficiencies.



- Manual management of a preexisting motor pool.
- Excessive time spent managing reservations, handing out keys, and dealing with vehicle returns.
- Few metrics were kept on vehicle usage or mileage.
- Vehicle purchases and replacements were made based on age and by choice of supervisors and buyers, not based on data.
- There was no reporting on utilization.
- No long-term planning because data did not exist to support it.
- Mileage was collected inconsistently from either a trip-sheets or expense sheets turned in at the end of the month.
- Excessive use of assigned or Personal Use vehicles exclusive to one employee.

Basin Electric Power Cooperative wanted to...



- A real-time look into what is going on with the fleet
- Tools to empower a “proactive” culture versus a “reactive” one
- Unburden fleet staff and reduce costs by automating manual processes.
- Collect usage metrics needed to right-size the fleet based on utilization data and reports.
- Curb inefficient employee behavior such as not returning keys, keeping vehicles overnight, etc.
- **Reduce personal use.**

Basin Electric Power Cooperative accomplishments...



- Web-based system provides an easy and efficient way for users to make online reservations.
- Installation of a secure key management system affords users round-the-clock access to vehicles when and where needed.
- The automated system records important information offering clear visibility of fleet status, including knowing which vehicles are available, who takes them, and when they are expected back.
- Automatically assigns vehicles to reservations based on highest/lowest mileage, last in, last out, and more.
- Data collected includes usage information about the vehicle, the user, and the department requesting the vehicle.
- Communicating and enforcing policy as drivers interacted with the system is painless and intuitive through the online welcome page, the reservation path, and confirmation emails.

Basin Electric Power Cooperative savings...



- **BEPC has reduced the motor pools 25-30%. Agile Fleet estimates that annual carrying costs for vehicles ranges between \$3,000-\$6,000 per vehicle annually.**
- **Eliminating vehicles reduced BEPC's vehicle acquisition costs by approximately \$100,000 and continues to generate ongoing annual savings of \$20,000+.**
- **Assigned or Personal Use vehicles went from 63 to 16.**

- What does utilization mean to you and your fleet?
- Pandemic effect on fleet operations
- Benefits of automated motor pools
- Using technology to streamline fleet operations

What's the role of fleet in your business?

Provide the equipment needed to effectively and efficiently complete your mission

- Effectively completing the mission requires that the “right” fleet assets are available and accessible
- Efficiently completing the mission means making fleet assets available in a cost-effective manner... often with a focus on:
 - Easy access to equipment when they are needed
 - The type and quantity of equipment

Access to basic metrics to highlight the “efficiency” and “effectiveness” of your fleet can be difficult:

- Insufficient data to understand basic fleet demographics and use
- Lack of fleet technology to easily understand utilization
- Lack of formal policies for acquisition, use, and disposal of vehicles and equipment
- Failure to adjust the size and composition of the fleet as organizational needs change
- A desire to keep old vehicles “in reserve” rather than dispose of them
- A tendency to manage the fleet size based on historical budgets



*Can you describe your fleet, and fleet use,
in discrete numbers?*

"We really need more vehicles to do our job"

Department Head

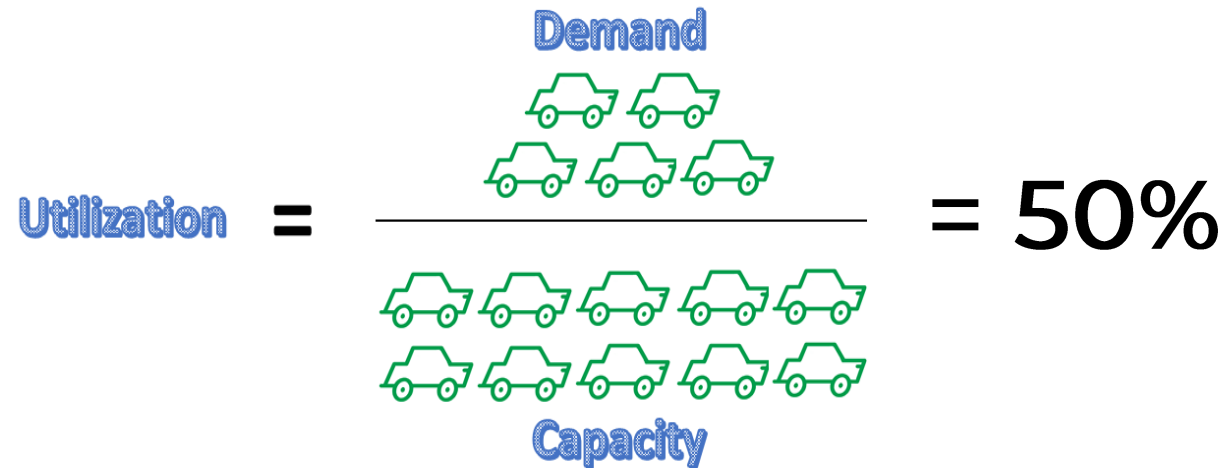


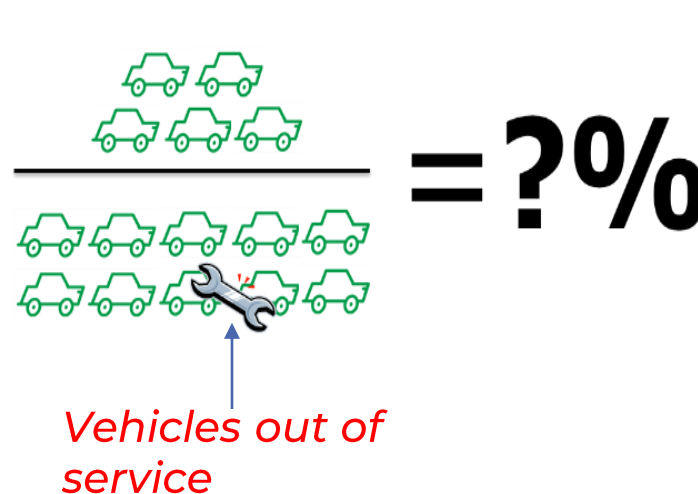
"My gut tells me we have too many vehicles"

Fleet Manager

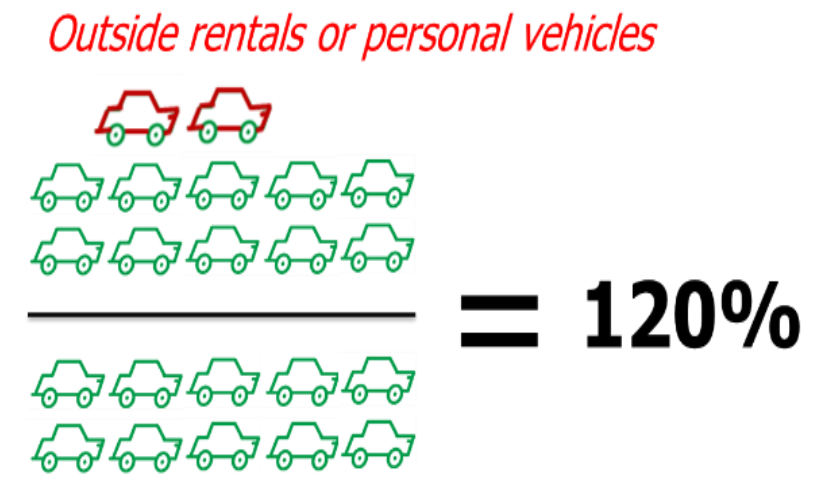
*Without discrete metrics,
decisions can be difficult to justify*

UTILIZATION DEFINED

$$\text{Utilization} = \frac{\text{Demand}}{\text{Capacity}} = 50\%$$


$$\frac{\text{Demand}}{\text{Capacity} - \text{Vehicles out of service}} = ?\%$$


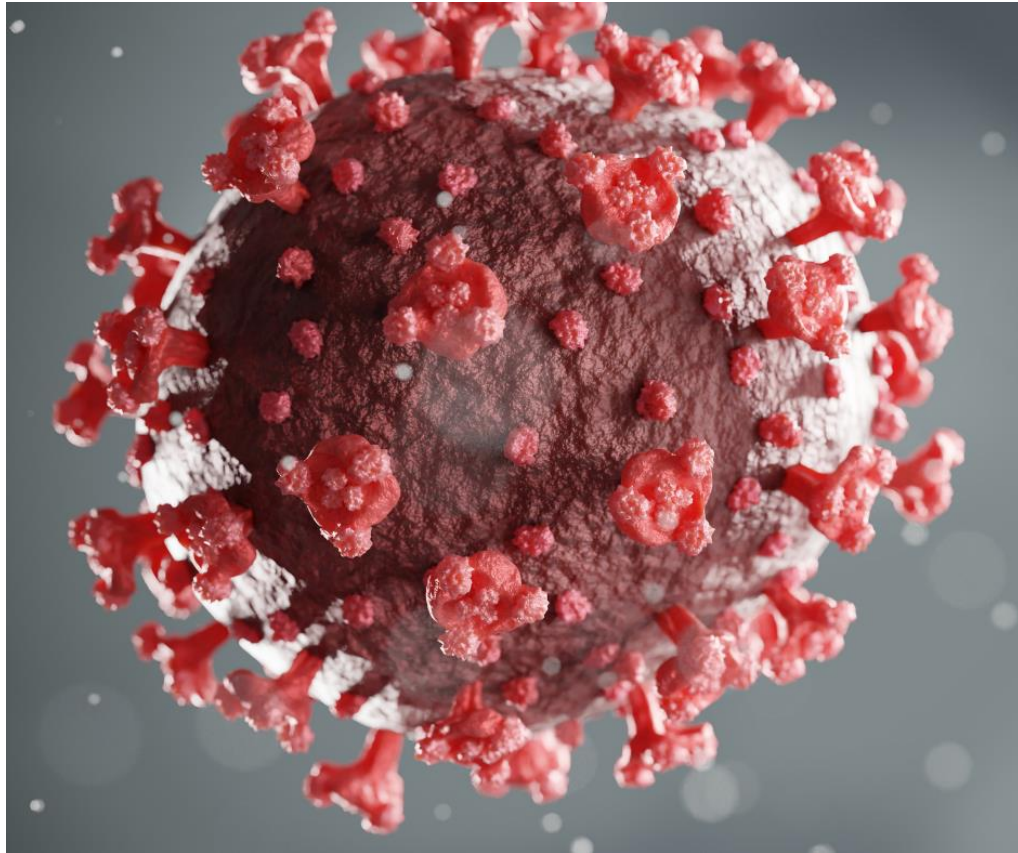
Outside rentals or personal vehicles

$$\frac{\text{Demand} + \text{Outside rentals or personal vehicles}}{\text{Capacity} - \text{Vehicles out of service}} = 120\%$$


$$\frac{\text{Metric}}{\text{Goal or Benchmark}} =$$

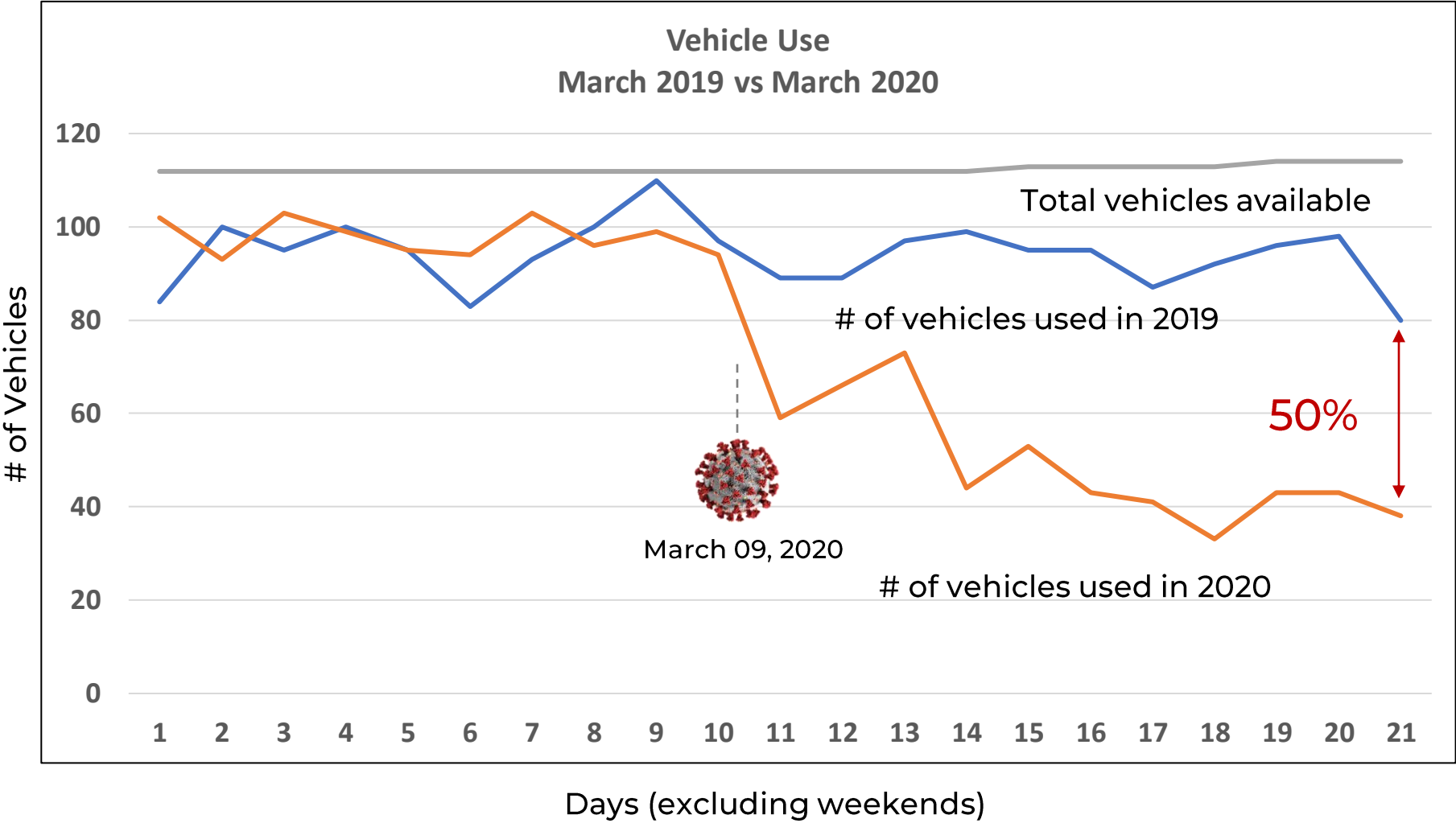
Common example in fleet:

$$\frac{\text{Distance Traveled per month}}{\text{Mandated miles per month}} = \frac{950}{800} = 119\%$$

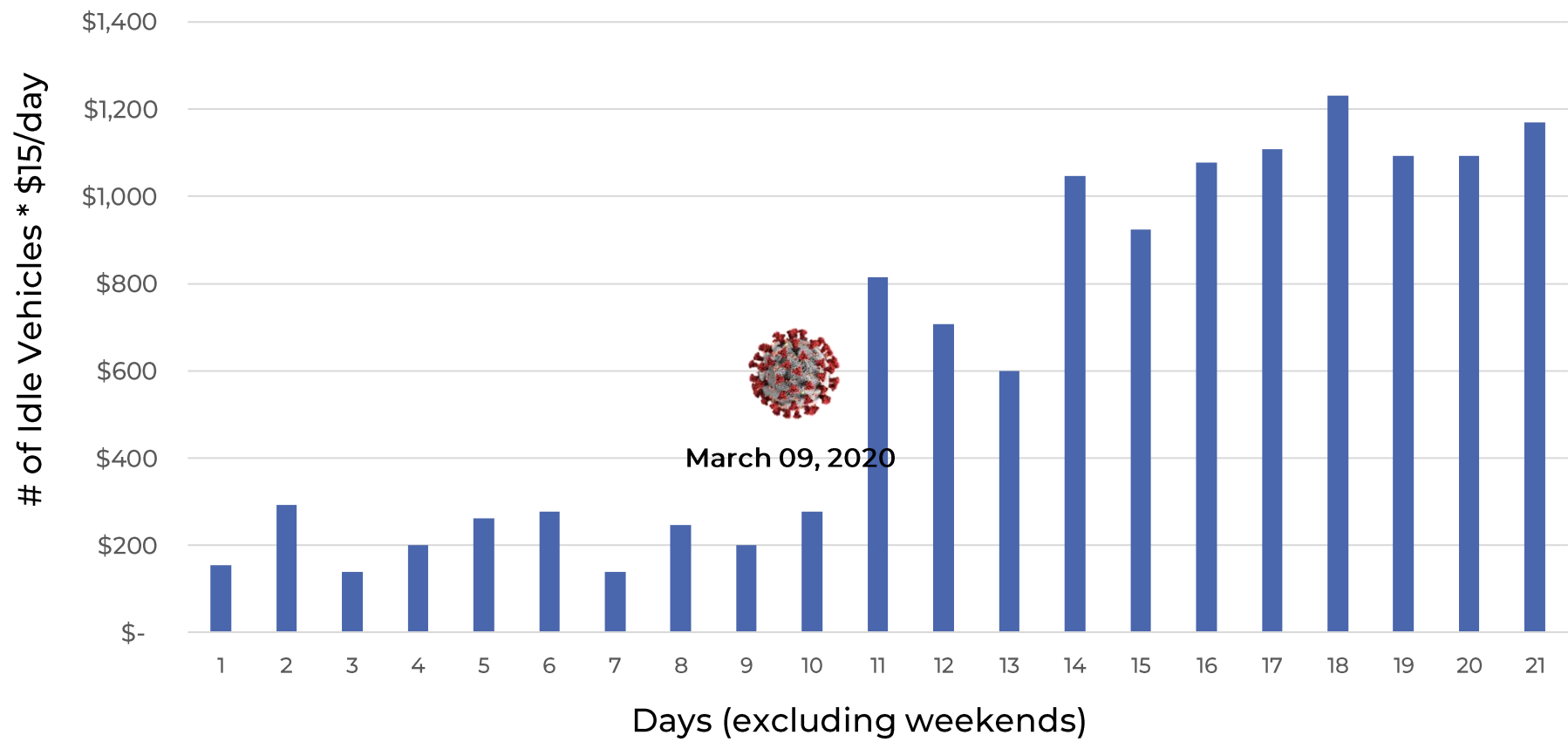


*How has the
Pandemic
Impacted Fleet?*

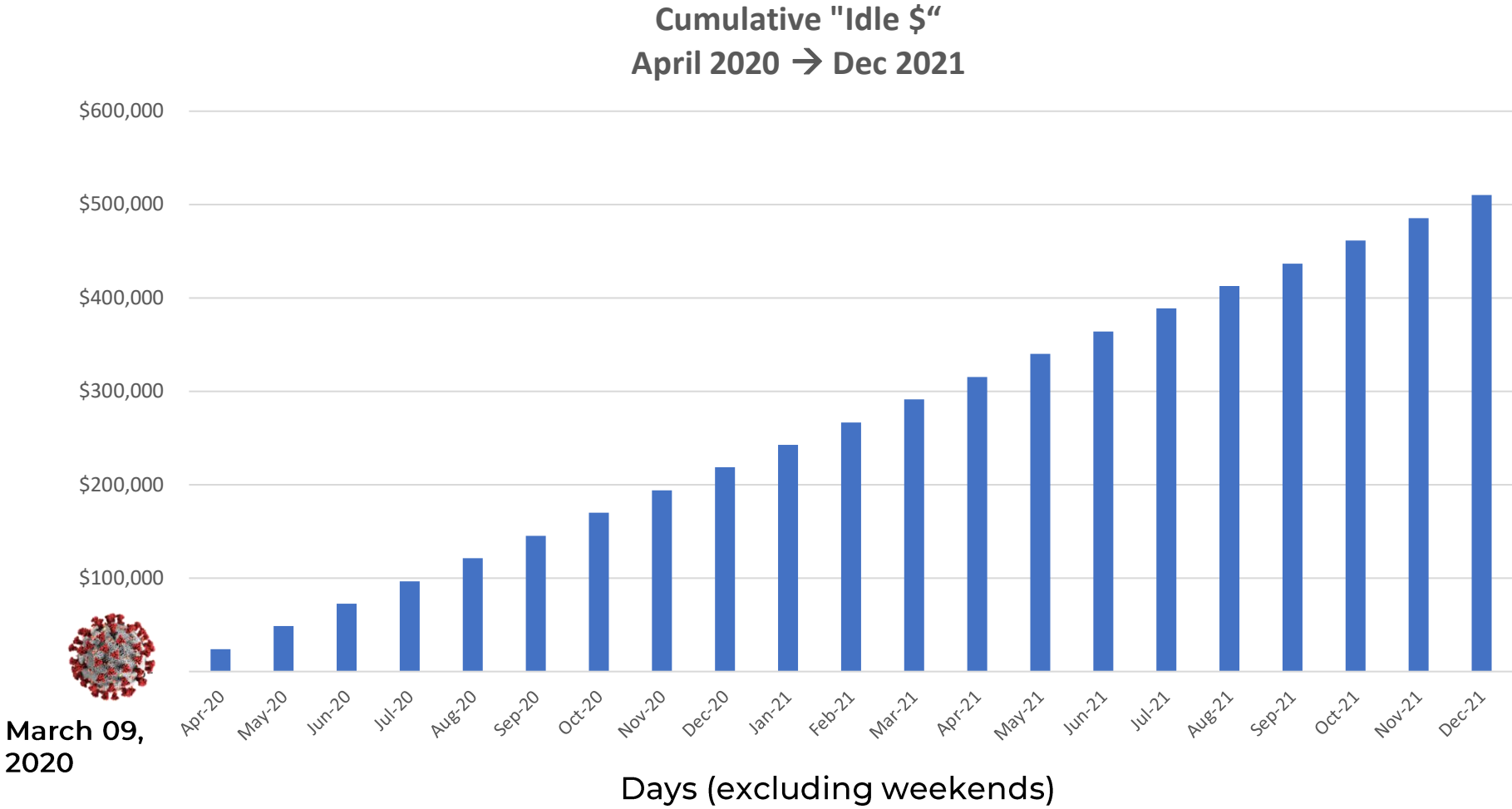
PANDEMIC EFFECT ON FLEET



Excess Cost Per Day @ \$15/Day/Vehicle
March 2020



PANDEMIC EFFECT ON FLEET



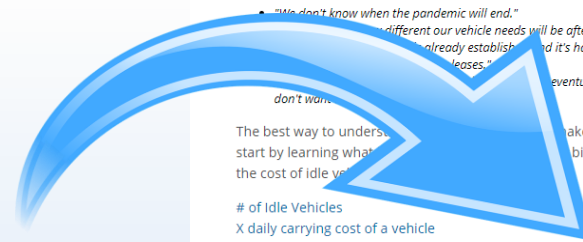
CALCULATE YOUR COSTS

- *Take a moment to calculate the cost of idle vehicles on our website with our Live Fleet Waste Calculator*
- *You may be surprised at the numbers!*

www.AgileFleet.com

Wondering how much idle vehicles are costing your organization since COVID-19 started?

Calculate it now with our exclusive Fleet Waste Calculator



The global pandemic has left thousands of vehicles sitting idle in parking lots, and costs continue to mount. Financial officers, business analysts, and fleet managers haven't started making substantive adjustments to their operations. Why? We hear:

- "We don't know when the pandemic will end."
- "We don't know when our vehicle needs will be after the pandemic."
- "We already established our fleet and it's hard to change."
- "We don't want to release."
- "We eventually need vehicles, so we don't want to release them."

The best way to understand the cost of idle vehicles is to start by learning what the cost of idle vehicles is. A big-picture estimate of the cost of idle vehicles is:

of Idle Vehicles
X daily carrying cost of a vehicle
X # of days until anticipated return-to-normal
= Total cost of idle vehicles

How much are idle vehicles costing you? Enter your numbers in our calculator and find out. The cost may alarm you. **A fleet of only 100 vehicles with an on-going utilization rate of 5% would have a total pandemic impact of \$630,907 if we don't return to normal until November of 2021.**

The good news is we can help you with a near term, mid-term, and long-term plan to transition to post-pandemic reality. By right-sizing and right-typing your fleet you can get your fleet costs on track while achieving your mission.

Want some help with your recovery plan?

Fleet Waste Calculator: How Much are Idle Vehicles Costing Your Organization?

How many vehicles in your fleet?

200

What % of vehicles are being utilized during COVID-19?

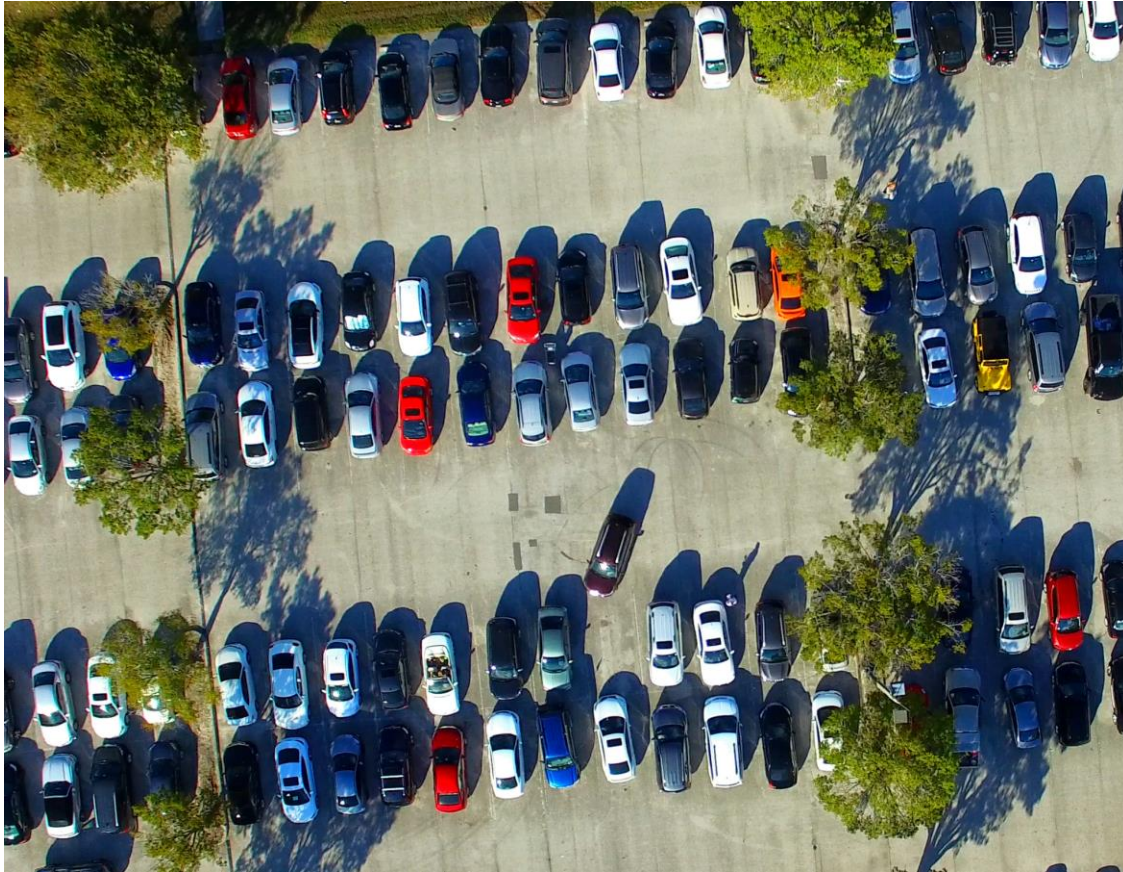
Enter a whole number between 1-100.

15

%

Average annual cost of one idle vehicle (includes maintenance, depreciation, insurance, parking, etc.)

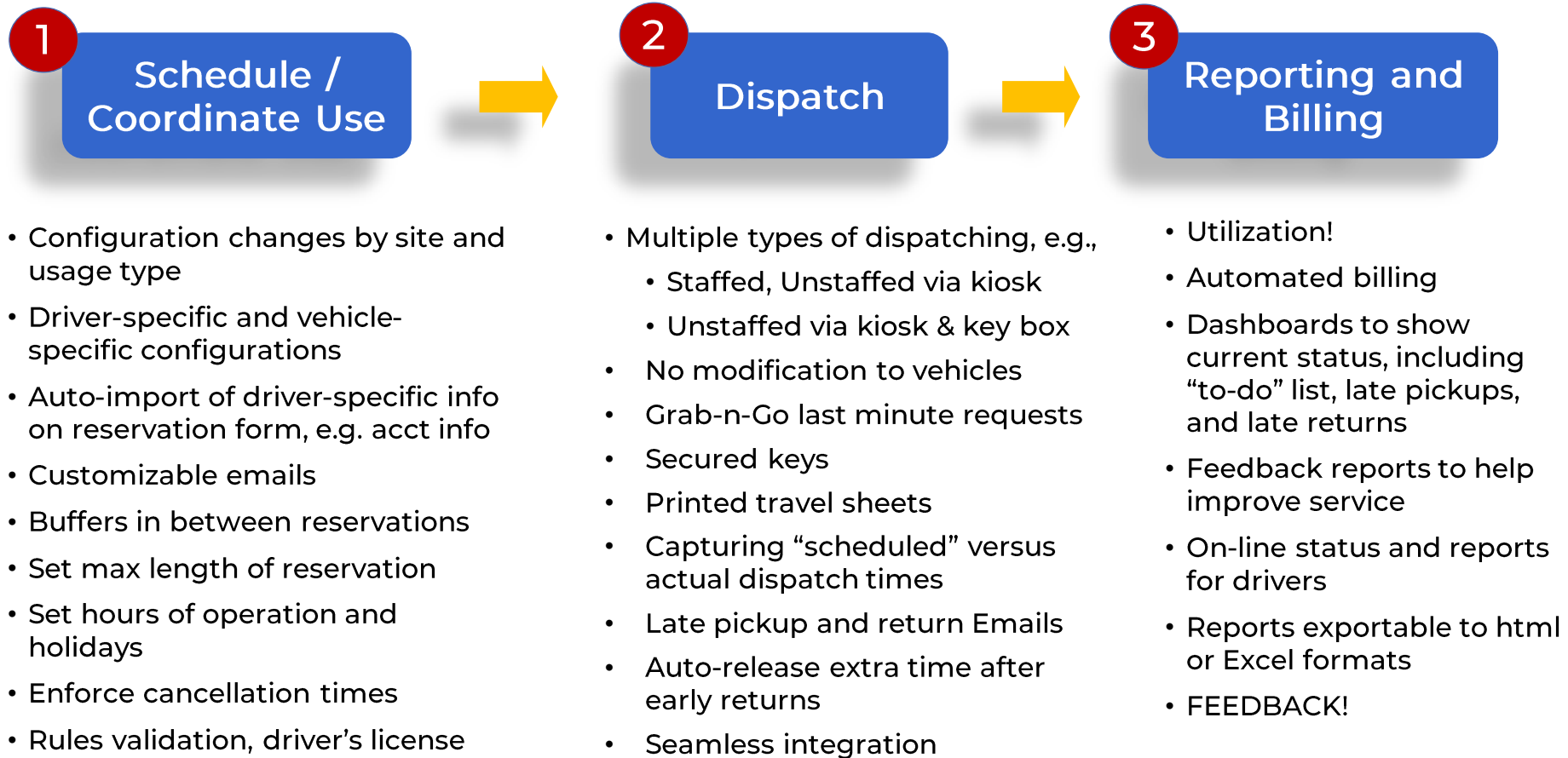




How Does Equipment Sharing Help?


- Right-size and right-type the fleet and reduce costs (\$3,500-\$6,000/vehicle/year)
- Eliminate departmental assigned vehicles
- Use vehicles more efficiently
- Unburden fleet staff
- Manage the custody of keys
- Communicate and enforce fleet policies
- Improve customer service
- Easily and accurately collect metrics!

Overview



MAKE A RESERVATION


FLEETCOMMANDER™Deborah Smith | [Log Out](#)

 **NATIONAL WATER AND POWER**

[Home](#) :: [Administration](#) :: [Help](#) :: [About](#)

VEHICLE USE
MAKE RESERVATION
MY SCHEDULE
CAR POOL
MY PROFILE
MY VEHICLES
MY REPORTS
ACCIDENTS/INCIDENTS
INFORMATION
INSTRUCTIONS
POLICIES
VEHICLES AND RATES
LOCATIONS
CONTACT US
FAQS
TERMS OF USE
PRIVACY STATEMENT
DOCUMENTS
SIGN UP NOW!

Vehicle Reservation

 **Request Information**
Fleet staff can put additional help text or instructions here.

Usage Type:
☒ Daily Rental
☐ Long term lease

Select Site:


Select Site
Chantilly
Chambersburg
Germantown

Cancel Request


Next (Continue Request)

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MAKE A RESERVATION

 **FLEETCOMMANDER**

Deborah Smith | [Log Out](#)


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VEHICLE USE
MAKE RESERVATION
MY SCHEDULE
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ACCIDENTS/INCIDENTS

INFORMATION
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POLICIES
VEHICLES AND RATES
LOCATIONS
CONTACT US
FAQS
TERMS OF USE
PRIVACY STATEMENT
DOCUMENTS
SIGN UP NOW!

Vehicle Reservation - Start Request

 **Request Information**





Fleet staff can configure this Help text, for example:

All Drivers: Please help us keep costs down by picking up and returning vehicles on time. Your delays cost us money. If you will be late, call us in advance!

Requestor Information

User ID / name: dsmith / Deborah Smith
E-mail address: dsmith@agilefleet.com
Driver's user ID: (Deborah Smith) [change](#)

Schedule Information

Pick-up date / time:  
Return date / time:  

Selection Information


Usage Type: **Daily Rental**
Site: **Chantilly**
Type:
Options: ☐ GPS - Portable ☐ Roof Rack - Hard Shell ☐ Child Safety Seat
[Clear Options](#)

View vehicle availability ☐

Additional Information

Destination:
Estimated Total Miles:
Account information:
Comments (for example, the description of any special vehicle requirements)

press Shift+Enter to begin a new line

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RECEIVE A CONFIRMATION

Vehicle Use | FleetShare | Kiosk | Maintenance | Incidents | Shop Mgr | Technician

Vehicles Departing (22)

Attwat...	01:00 PM
Adams	01:00 PM

Vehicles Returning (21)

Goode	09:00 AM
Robert	01:00 PM
Gearhart	02:00 PM
Maranan	03:00 PM
Larry	03:00 PM

Friday, April 2, 2021

QwikFind: All Categories All Values Go

Reservation Approved

Your recently placed reservation has been **approved** by Transportation Services. Please review the below details to ensure accuracy.

Driver Katz, Ron	Requestor Katz, Ron
Pick Up Date 11/05/2020 06:00 AM	Return Date 11/05/2020 05:00 PM
Vehicle Class Small SUV - 5 Pass	Assigned Vehicle 821815 (2015, GMC, Terrain, White)

Vehicles in Use: 22
Vehicles in Maintenance: 0
Users Pending: 3

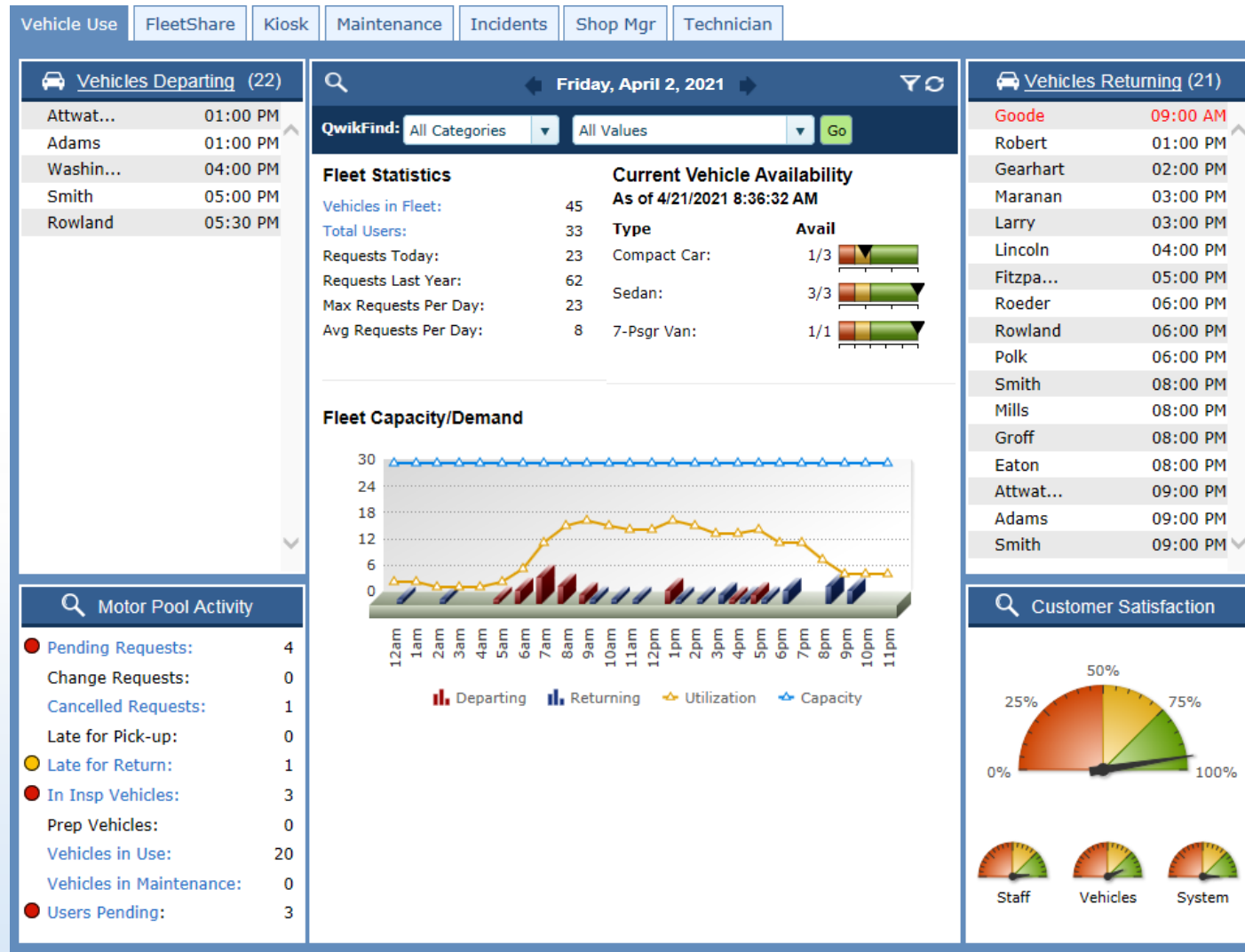
100% system

The reservation process is highly configurable to meet the needs of your internal customers

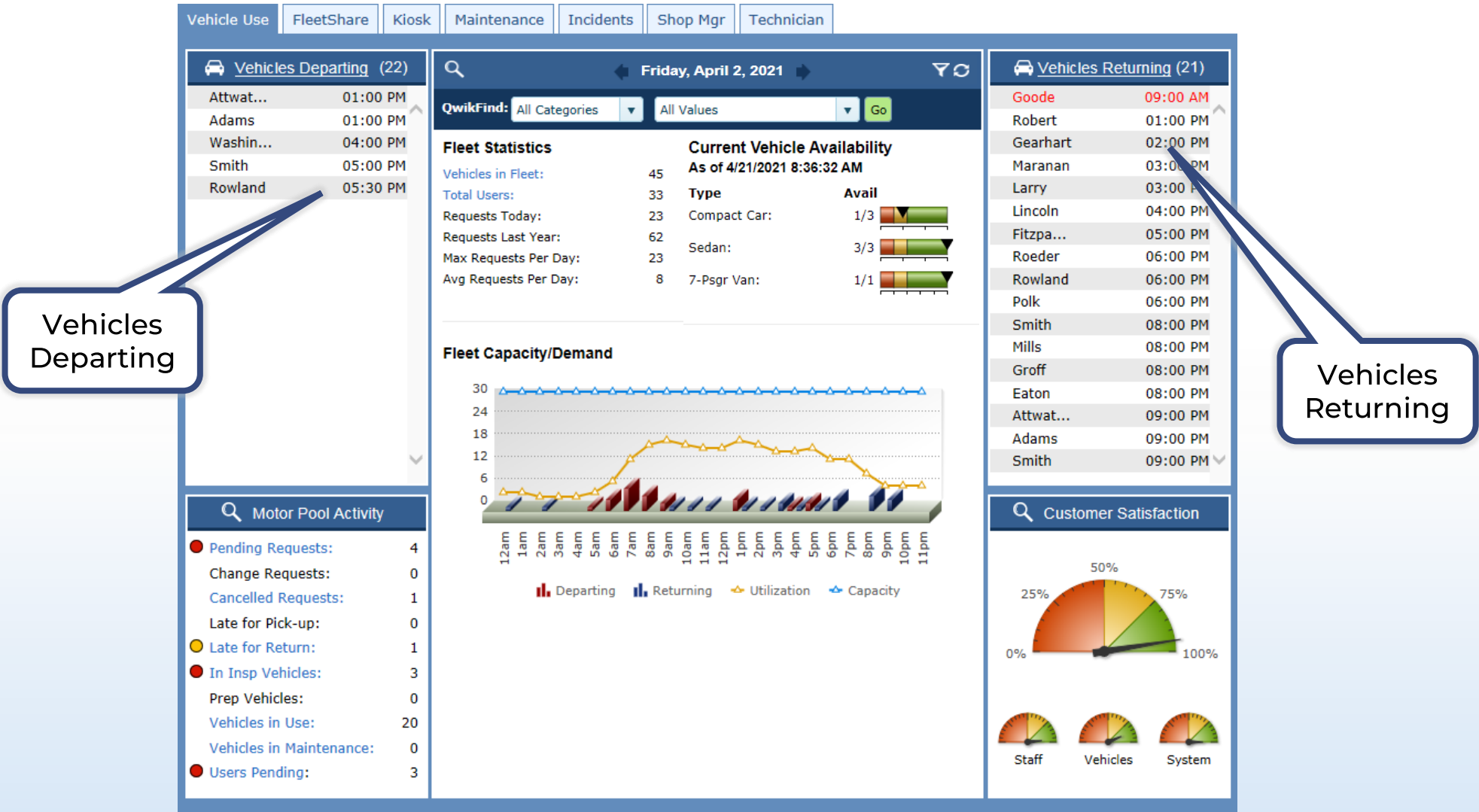
Configure the process as required:

- Settings can change:
 - Site-by-site, by Usage Type, driver-by-driver, vehicle-by-vehicle
- Screens are customizable, including:
 - Information that appears on forms
 - Fields that are mandatory or not required
 - The type of data that is collected for each field (e.g. Yes/No, date fields, text, #s)
 - Rules that are enforced (e.g., expired drivers license, account validation)
- Data can be pre-populated
- Drivers can view & choose vehicles
- Assignment of vehicles can be automated

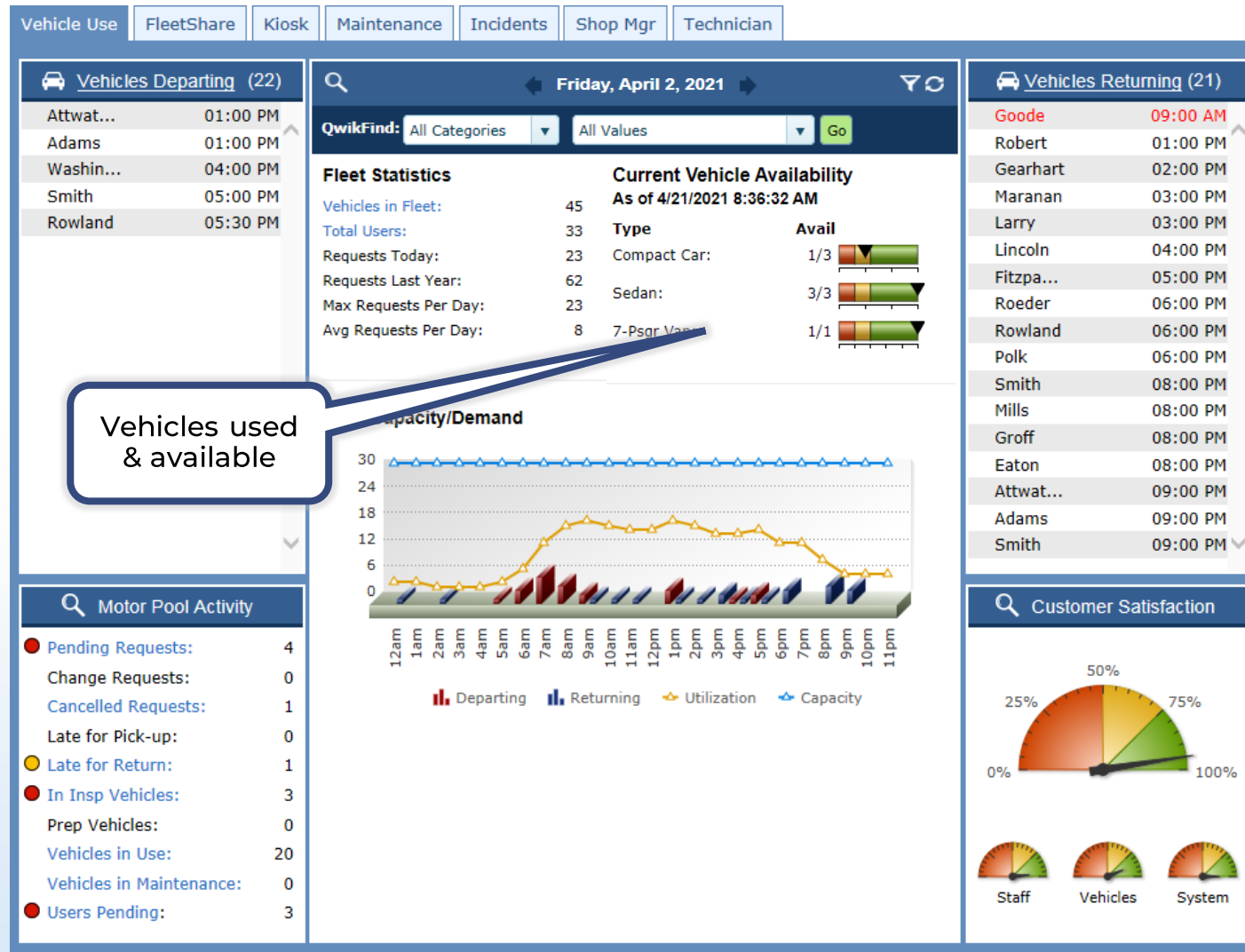
MOTOR POOL DASHBOARD



MOTOR POOL DASHBOARD

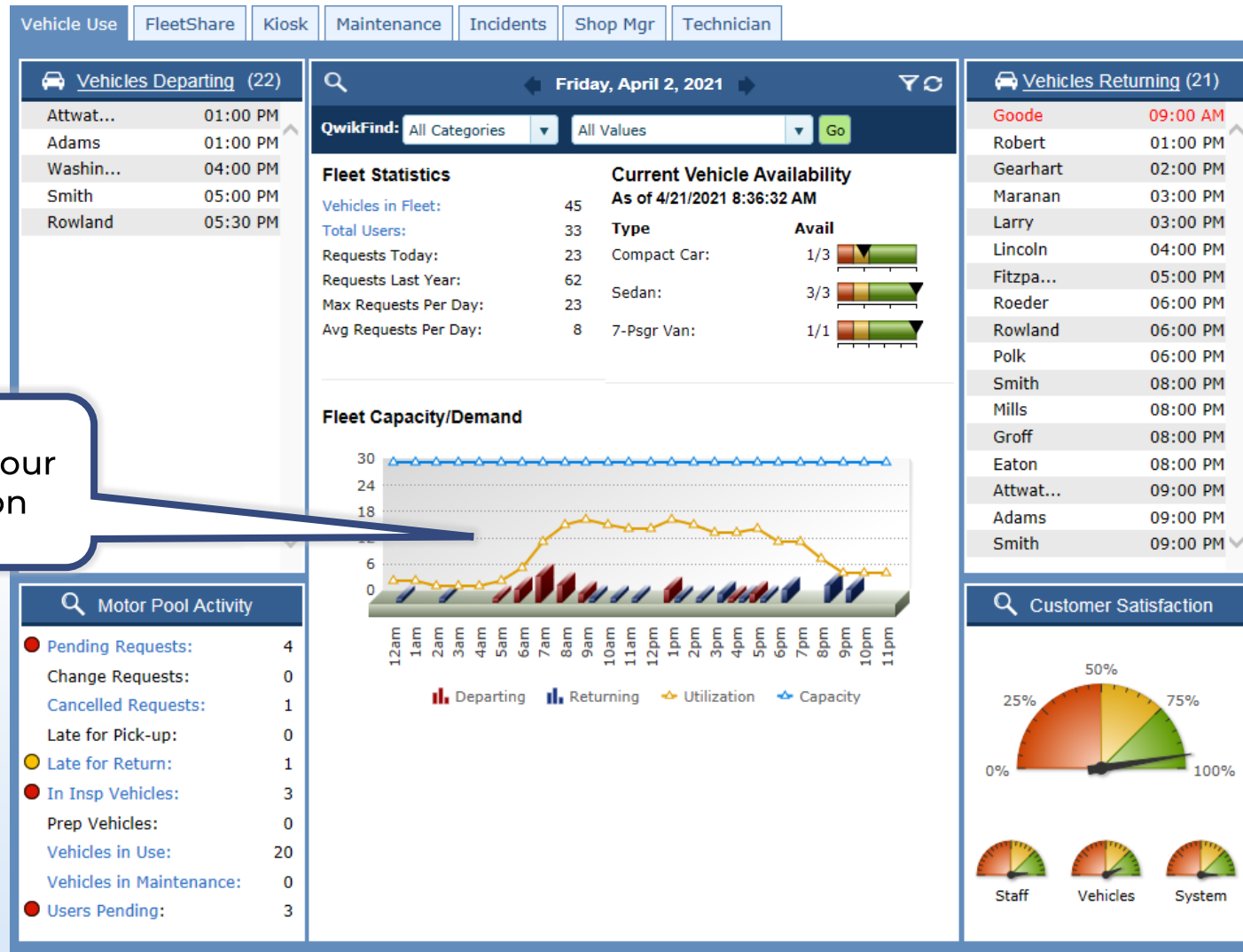


MOTOR POOL DASHBOARD

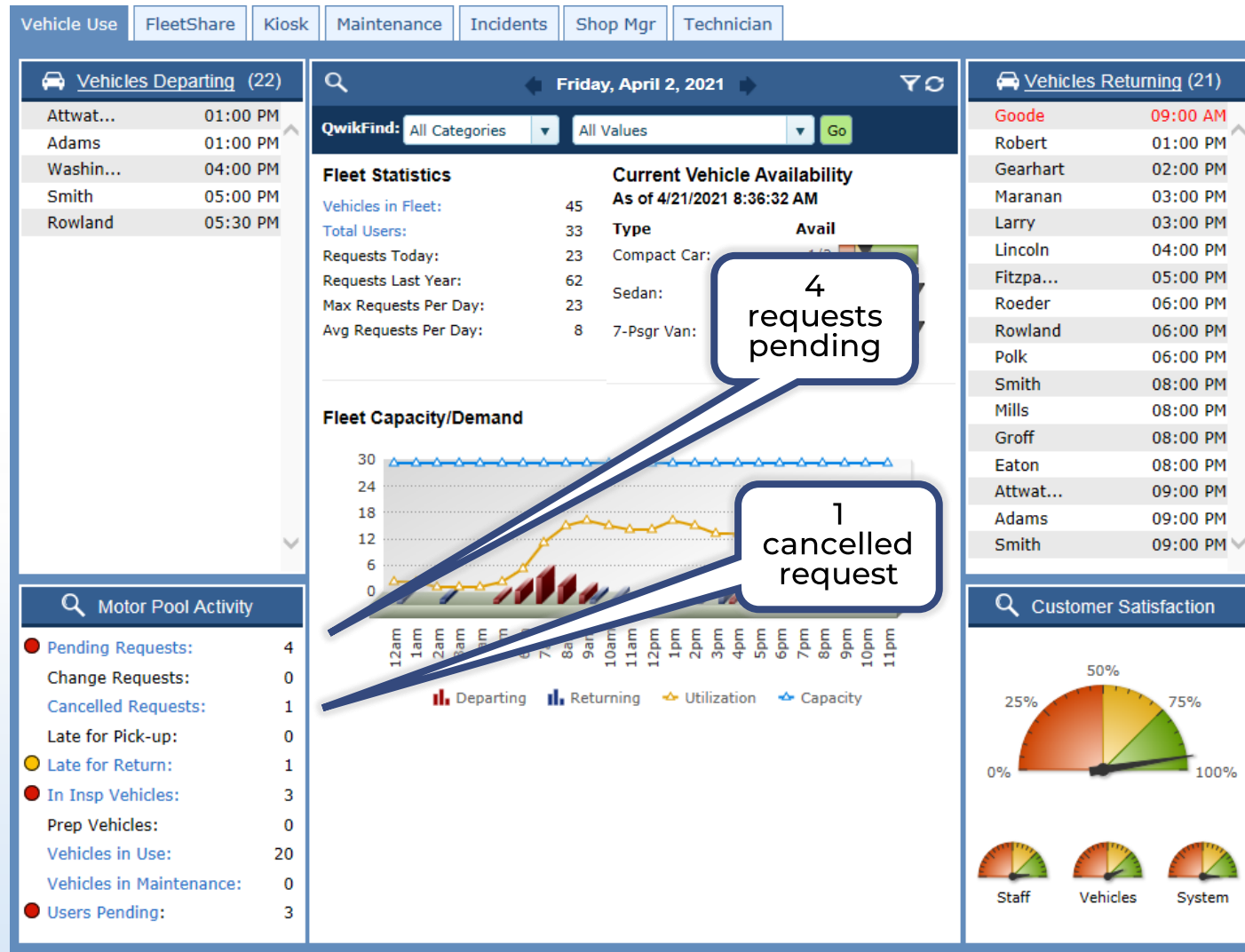


MOTOR POOL DASHBOARD

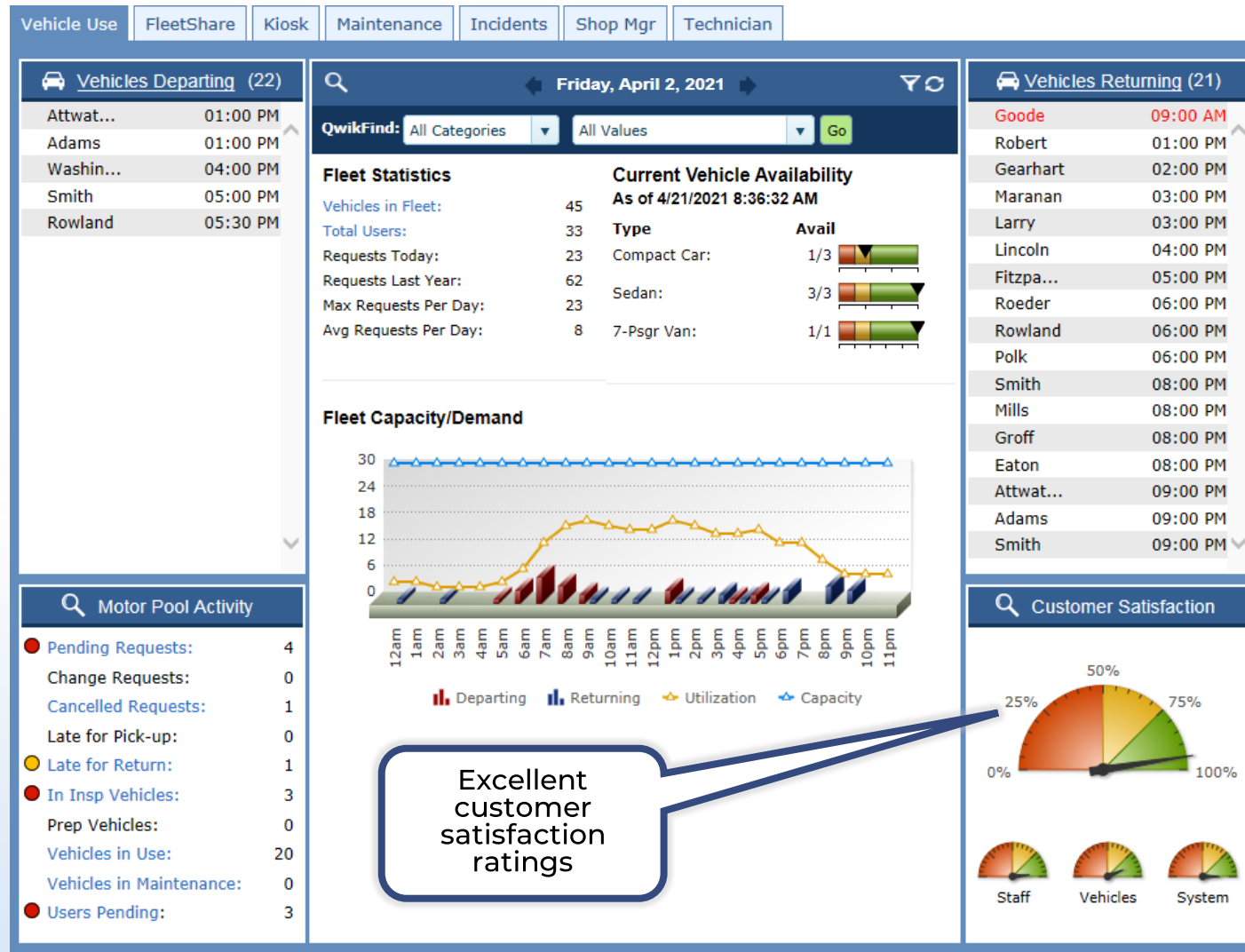
Hour by hour
utilization



MOTOR POOL DASHBOARD



MOTOR POOL DASHBOARD





Key Management and Self-Service Kiosk



*The standard
dispatching
dashboard is a
great help in
staffed locations!*



*Automated, self-service
kiosks secure keys and
provide 24 x 7
unattended access*



Key Boxes:

- Range in size from 8 – 96 keys;
Additional boxes can be daisy-chained
- All keys locked in place
- Tamper alarms
- Tamper-proof key rings
- Optional securing of fuel cards
- Optional, outdoor enclosure



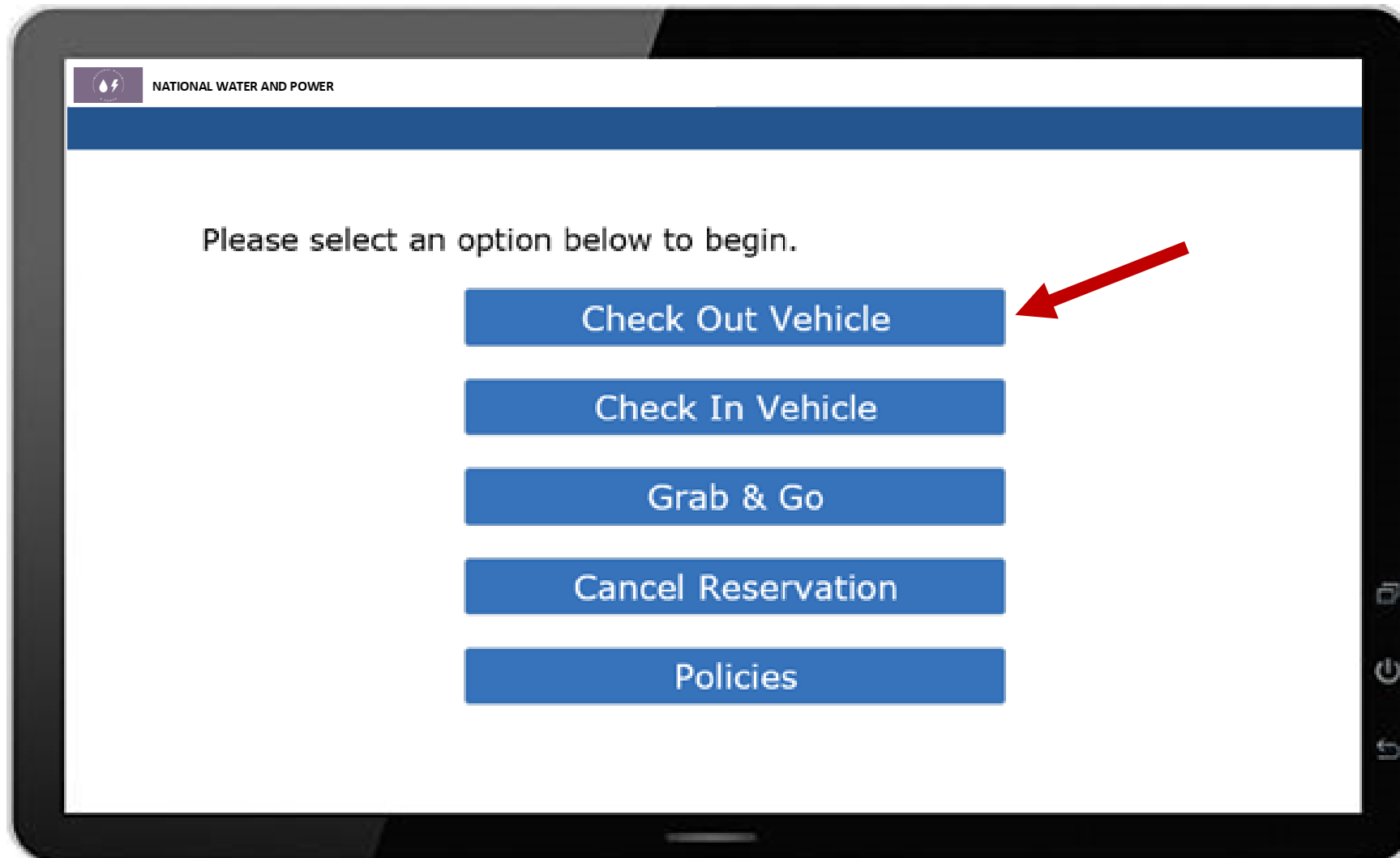
Standard, secure key box

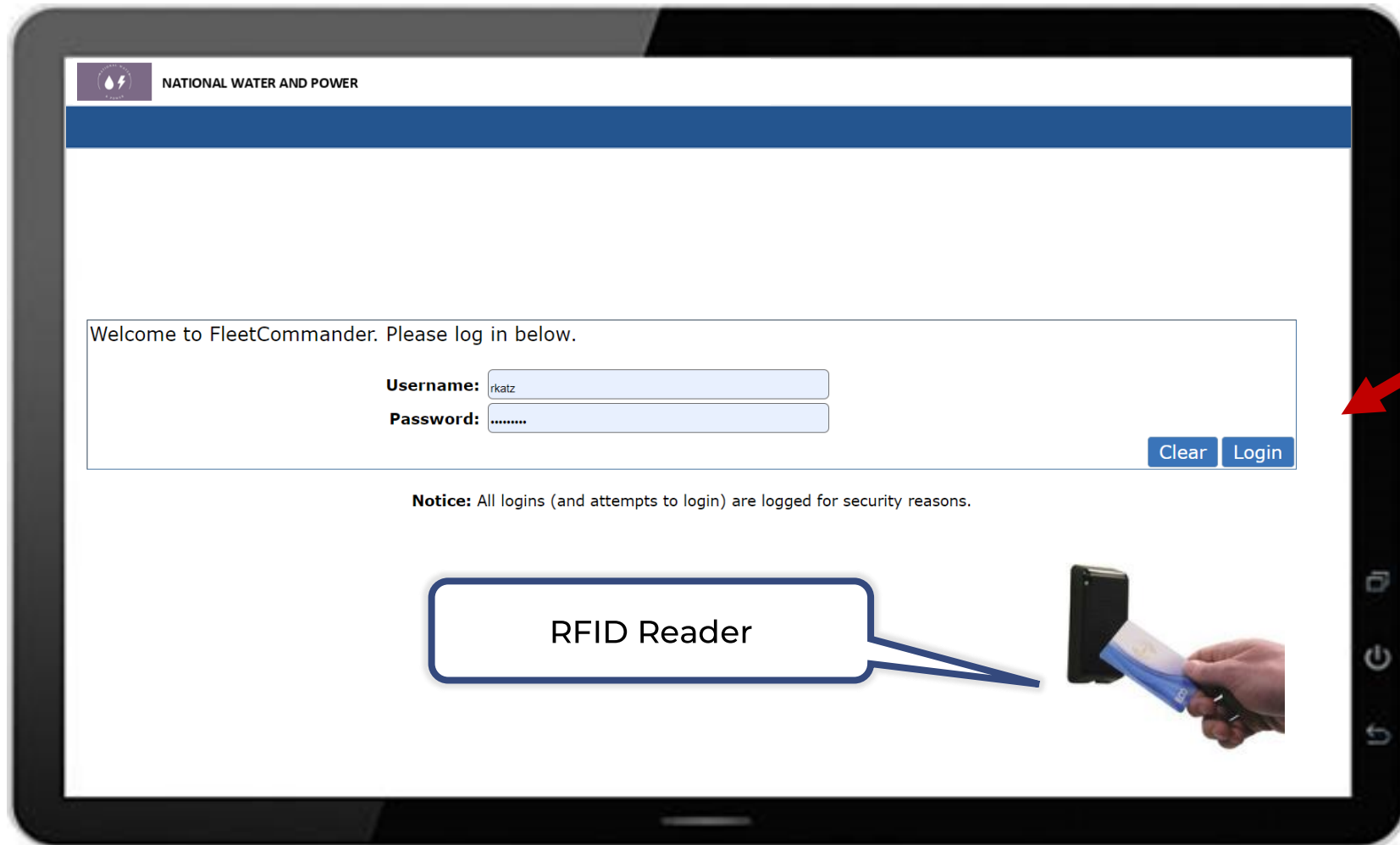


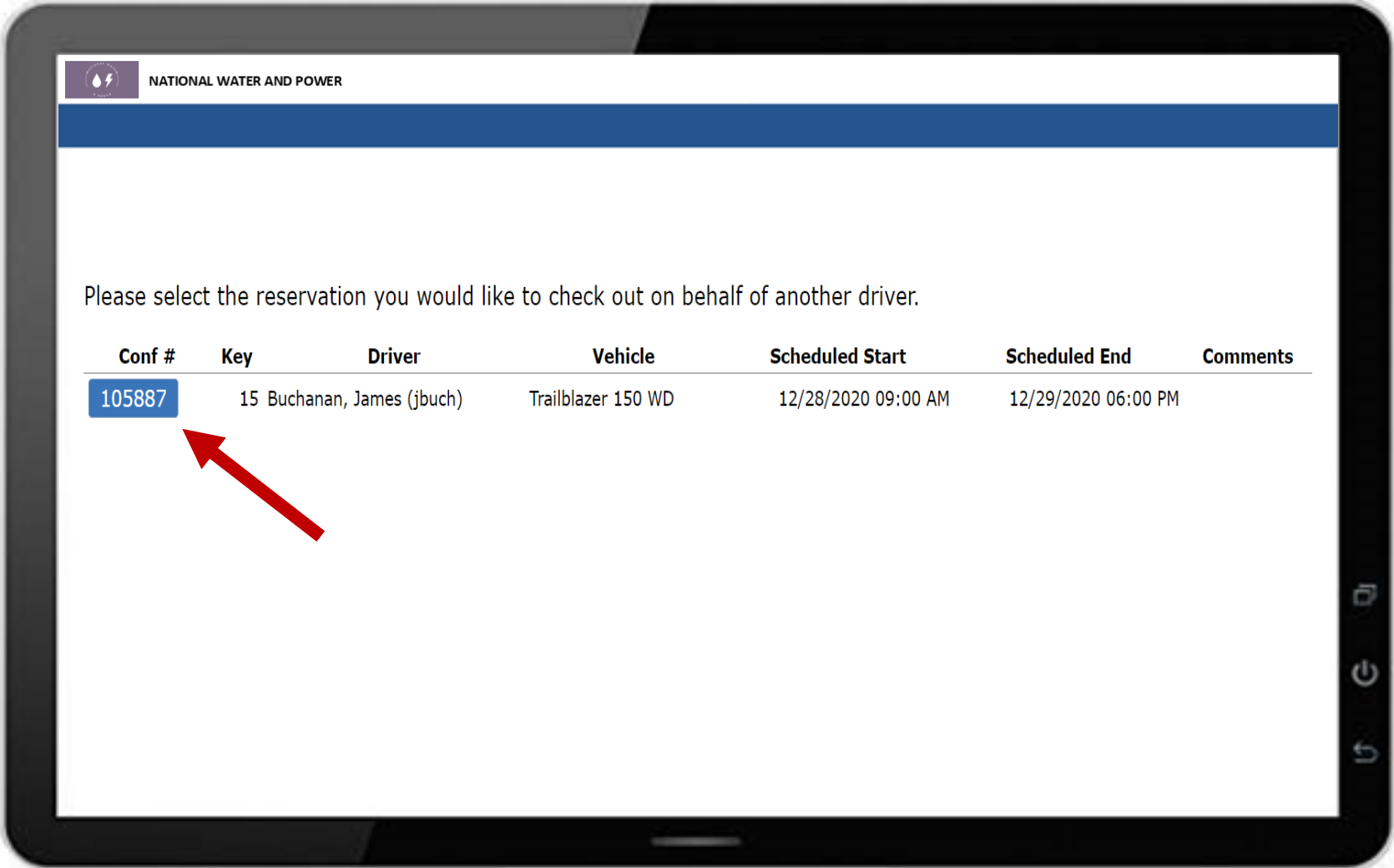
Outdoor enclosure with AC and heater




Mail-slot key box
Secures keys & fuel cards







 **NATIONAL WATER AND POWER**

Verify the information below, then click the "Check Out" button to start your trip.

Reservation Information


Confirmation Number: 105887 Driver: Rogovoy, Phelps (progovoy)
Schedule: 12/28/2020 08:40 AM - 12/29/2020 06:00 PM
Current Time: 12/28/2020 08:46 AM

Vehicle Information

Vehicle Name: Trailblazer 150 WD Mileage: 366
Parking Space: G7
Description: 2020, Red, Chevy, Trailblazer
Options: 4x4
Vehicle Condition: (blank)

1KR3340

License Number


Fuel Out

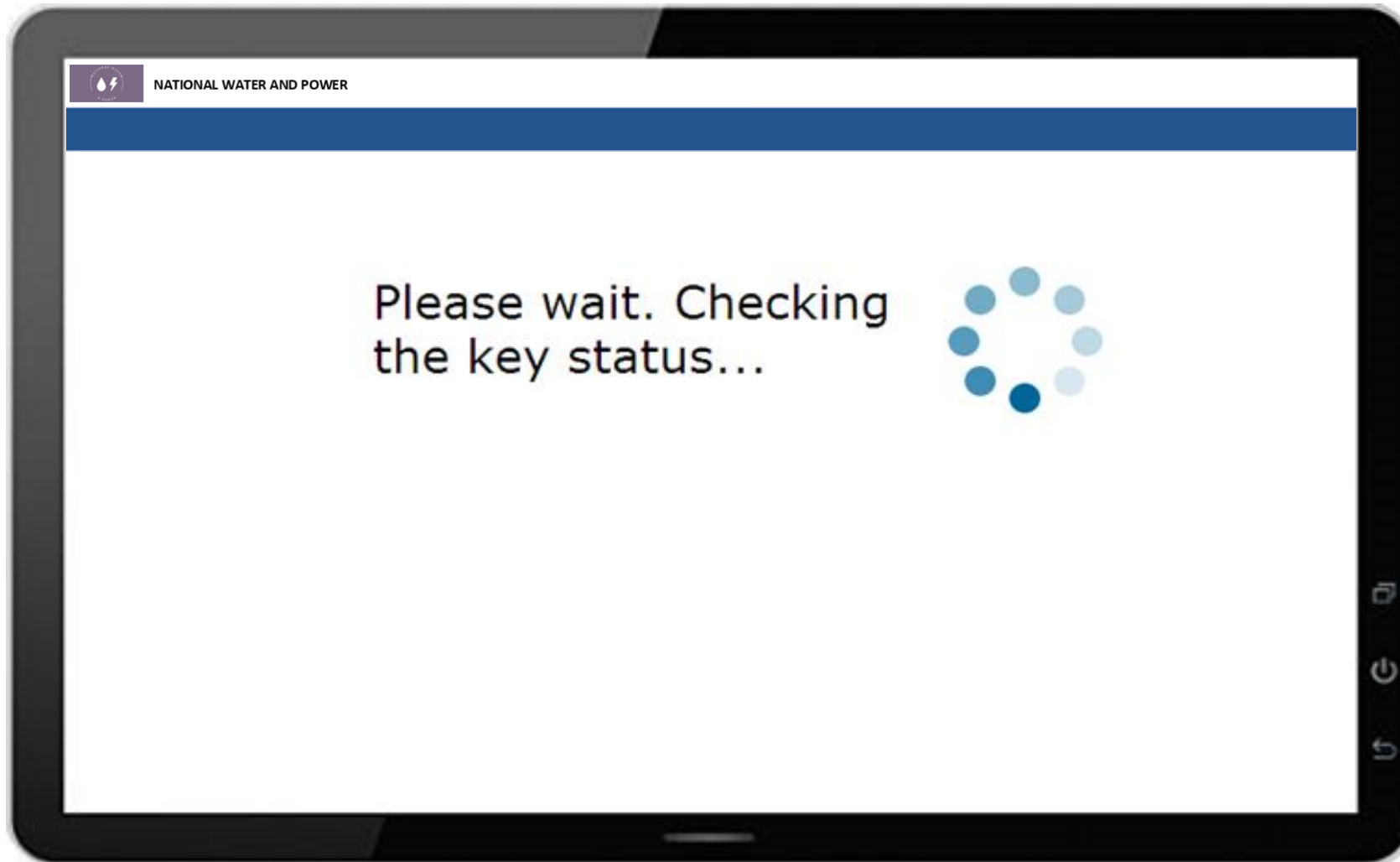
Additional Information

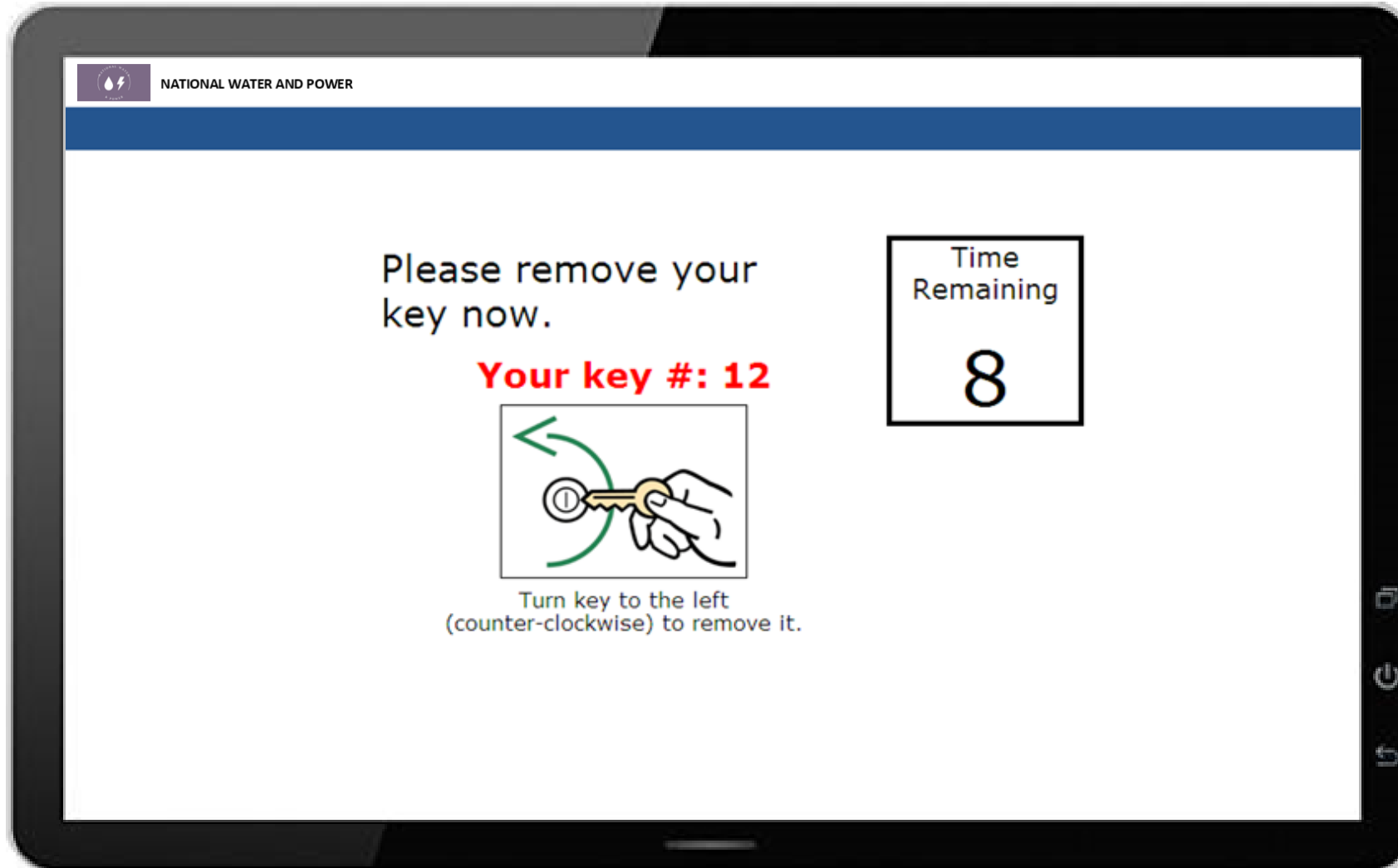
Account Number:

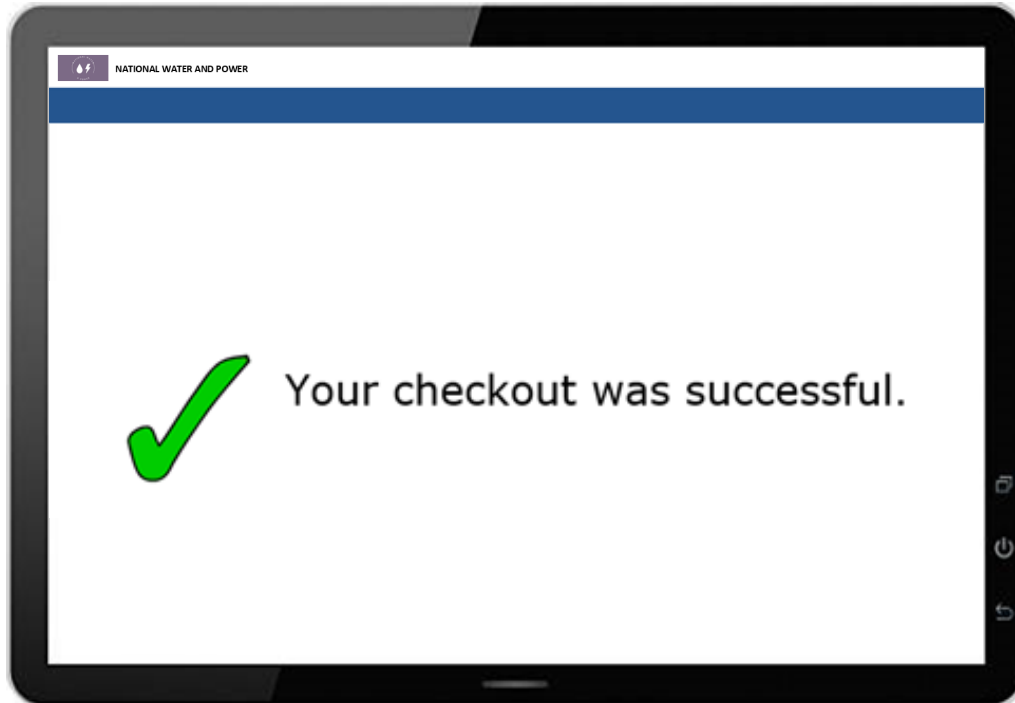
Department:

Destination: Purpose of Trip:

Overnight use?: Est. Total Mileage:



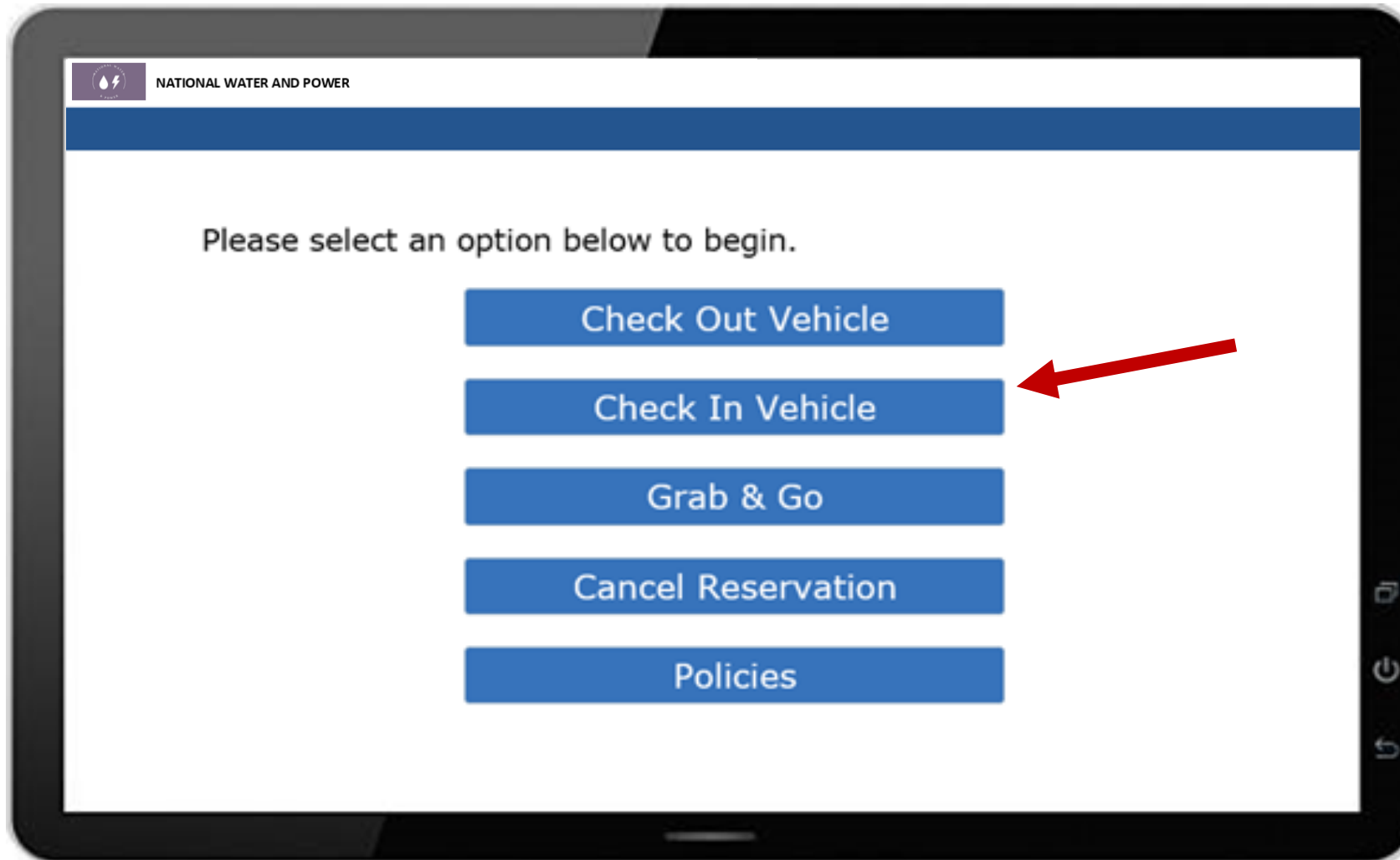


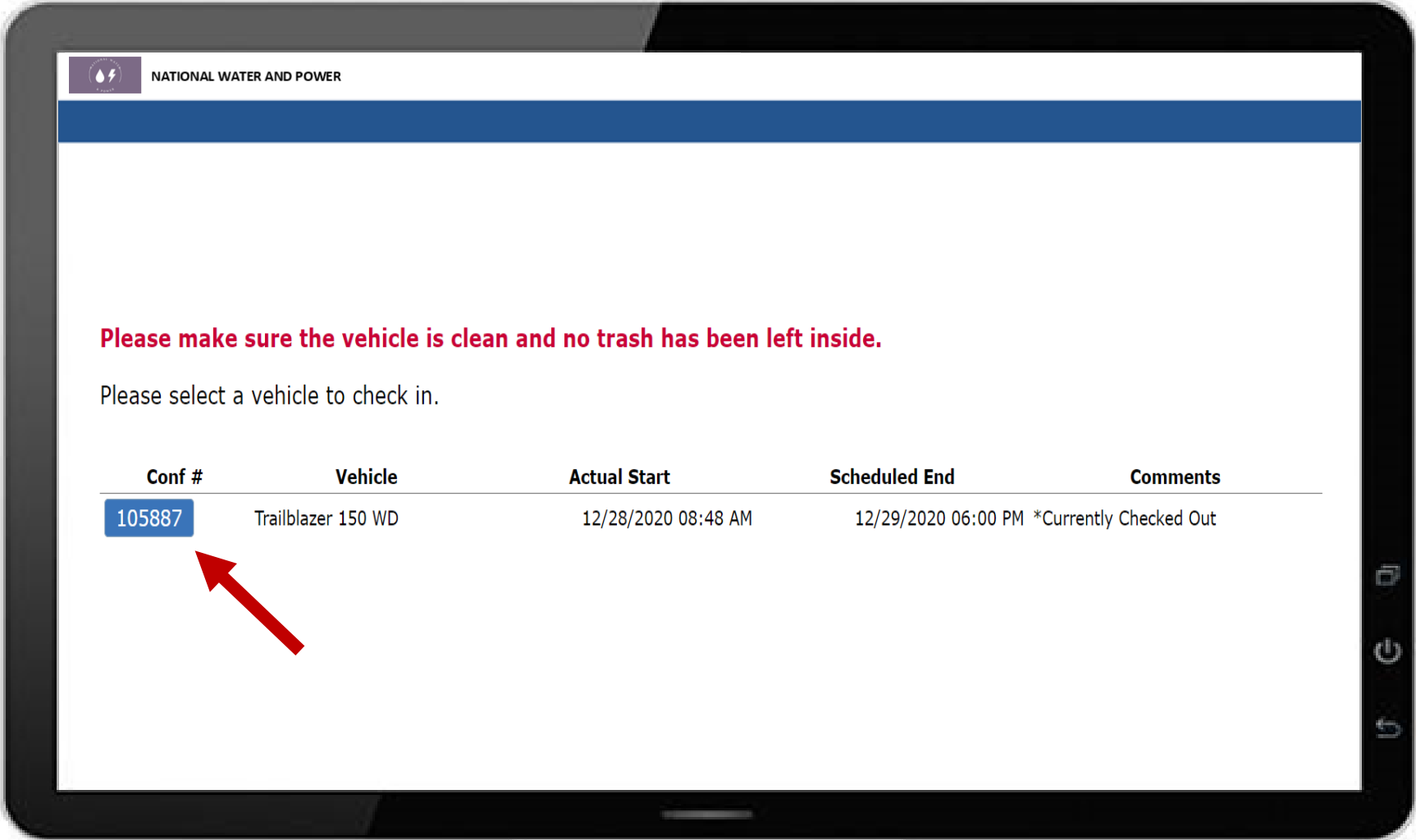



Check-out
is easy!

Take the
key and go!







 NATIONAL WATER AND POWER

Complete the form below and click "Check In" to complete this reservation.

Reservation Information

Confirmation Number: 105887 Driver: Rogovoy, Phelns (progovoy)
Schedule: 12/28/2020 0
Current Time: 12/28/2020 0

Vehicle Information


Vehicle Name: Trailblazer 15
WD
Parking Space: **A5**
Description: 2020, Red, C
Vehicle Condition: (blank)

Additional Information

Account Number: 4897-KL988-10558
Department: Administration
Destination: Bennington
Overnight use?: Yes
Comments:
Any problems or concerns with your vehicle or reservation?

Mileage Out: 366
Mileage In: **A079**

Message from webpage



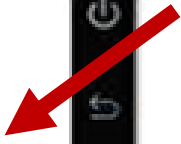
- Mileage must be a whole number. (i.e. 65365)
- Mileage In must be greater than Mileage Out.
- You must enter a Check In Comment.


OK

Home

Check In

Oops!



 NATIONAL WATER AND POWER

Complete the form below and click "Check In" to complete this reservation.

Reservation Information

Confirmation Number: 105887 Driver: Rogovoy, Phelps (progovoy)
Schedule: 12/28/2020 08:48 AM - 12/29/2020 06:00 PM
Current Time: 12/28/2020 08:51 AM

Vehicle Information


Vehicle Name: Trailblazer 150 WD **License Number** **1KR3340** Mileage Out: 366
Parking Space: **A5** Fuel In: E | ○ - ○ - ○ - ○ - ● F Mileage In: **6589**
Description: 2020, Red, Chevy, Trailblazer
Vehicle Condition: (blank)

Additional Information

Account Number: 4897-KL988-10558
Department: Administration
Destination: Bennington Purpose of Trip: Offsite Meeting
Overnight use?: Yes Inspected Car Upon Return?: Yes, I did.
Comments:

Any problems or concerns with your vehicle or reservation? **Car steers to the right. Need alignment.**

[Home](#) [Check In](#)

 NATIONAL WATER AND POWER

Complete the form below and click "Check In" to complete this reservation.

Reservation Information

Confirmation Number: 105887 Driver: Rogovoy, Phelps (progovoy)
Schedule: 12/28/2020 08:48 AM - 12/29/2020 06:00 PM
Current Time: 12/28/2020 08:51 AM

Vehicle Information

Vehicle Name: Trailblazer 150 WD
Parking Space: **A5**
Description: 2020, Red, Chevy, Trailblazer
Vehicle Condition: (blank)

Additional Information


Account Number: 4897-KL988-10558
Department: Administration
Destination: Bennington
Overnight use?: Yes
Comments:

1KR3340
License Number

Fuel In: E | ☐ - ☐ - ☐ - ☐ - ☒ | F

Mileage Out: 366
Mileage In: 6589

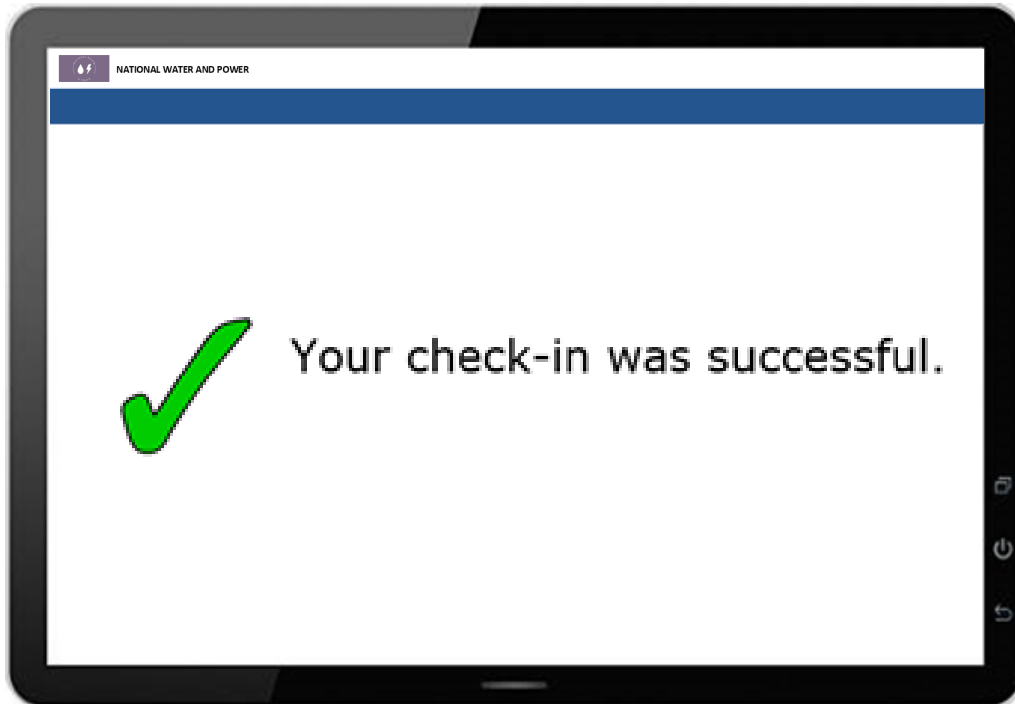
With GPS integration data automatically flows to the reservation system



Any problems or concerns with your vehicle

Home

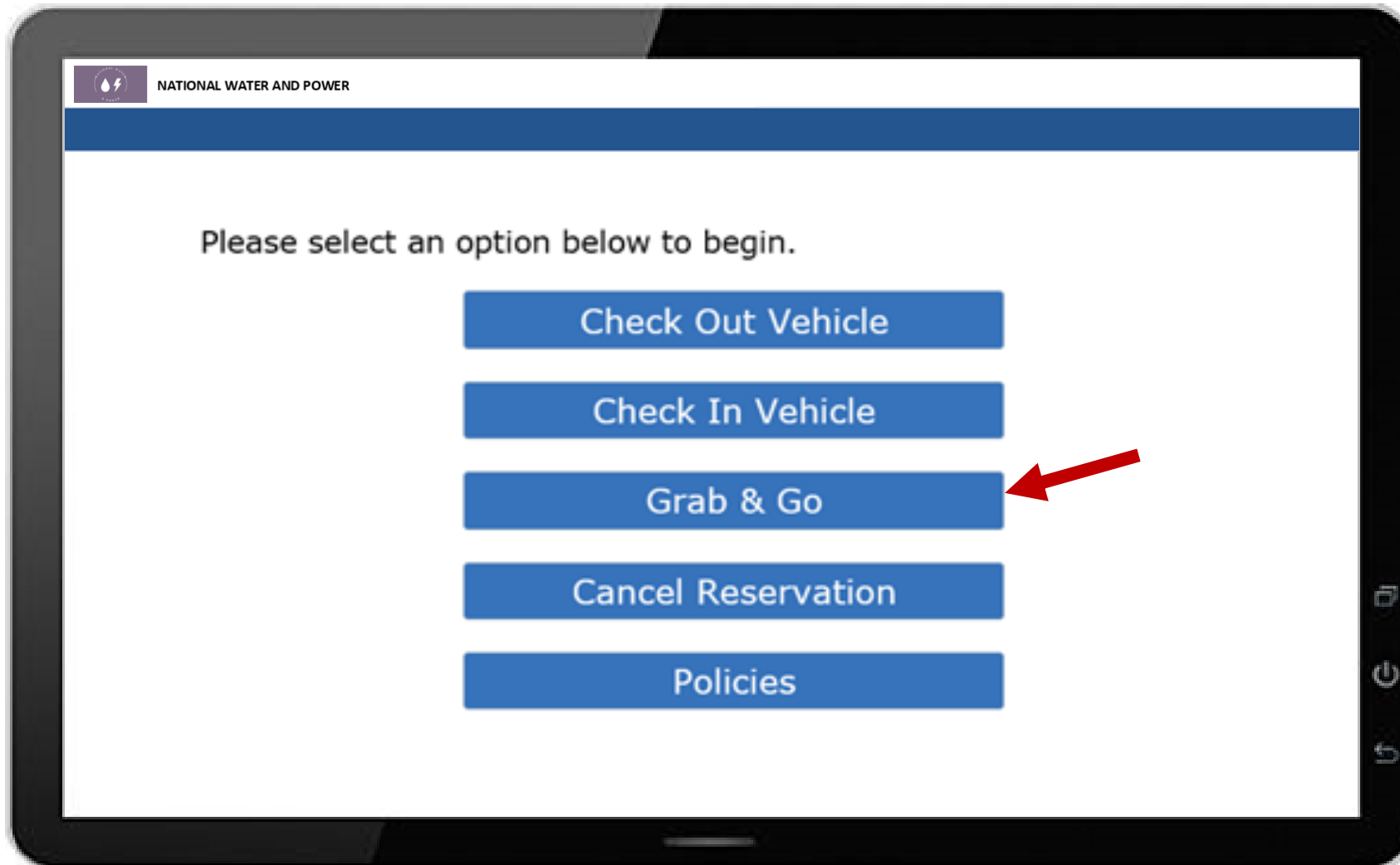
Check In

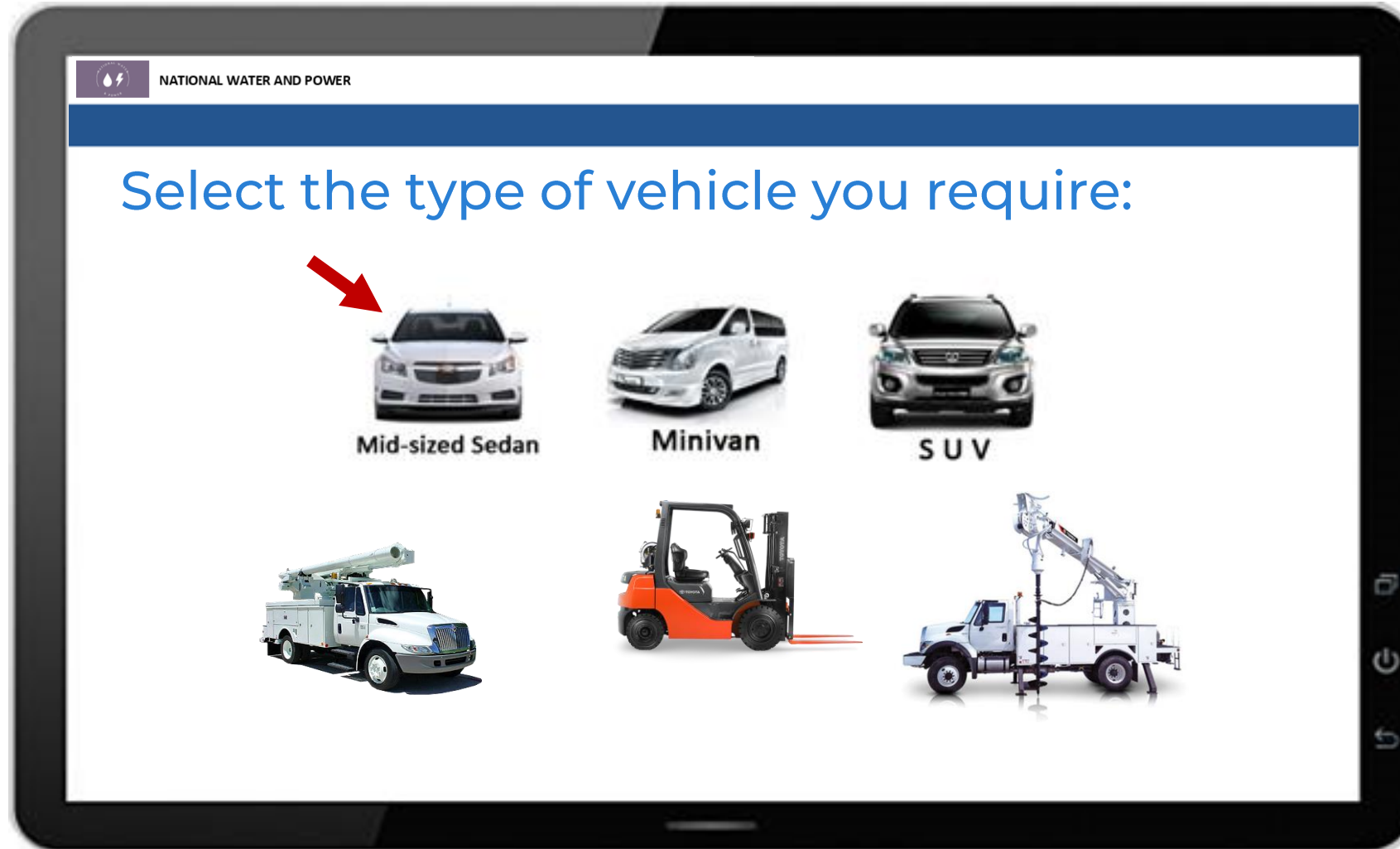



**Check-in is
easy!**

**Replace the
key and go!**








 NATIONAL WATER AND POWER

Enter your return time:

Provide the following information for your reservation and click "Continue" to select a vehicle next.

Driver:	Ron Katz	Vehicle Type:	Pick-up
Departing:	12/28/2020 08:53 AM	Usage Type:	Daily Rental
I am returning:	12 ▾ 28 ▾ 2020 ▾ at 6 ▾ 30 ▾ PM ▾		
Options:	<input type="checkbox"/> 4x4 <input type="checkbox"/> Hitch <input type="checkbox"/> Safety Lights <input type="checkbox"/> Trailer		
Account Number:	<input type="text" value="4872-PK78-29980"/>		
Department:	<input type="text" value="Administration"/>		
<u>Additional Information</u>			
Destination:	<input type="text" value="Charlestown"/>	Purpose of Trip:	<input type="text" value="Inspection"/>
Overnight use?:	<input type="text" value="No"/>	Est. Total Mileage:	<input type="text"/>


**NATIONAL WATER AND POWER**

Verify the information below, then click the "Check Out" button to start your trip.

Reservation Information

Confirmation Number: 105888	Driver: Katz, Ron (rkatz)
Schedule: 12/28/2020 08:53 AM - 12/28/2020 06:30 PM	
Current Time: 12/28/2020 08:56 AM	

Vehicle Information

Vehicle Name: F150IW	Mileage: 15715	<div>XKX712</div> <div>License Number</div>
Parking Space: (blank)		 <div>Fuel Out</div>
Description: 2017, White, Ford, E-350		
Options: (blank)		
Vehicle Condition: (blank)		

Additional Information

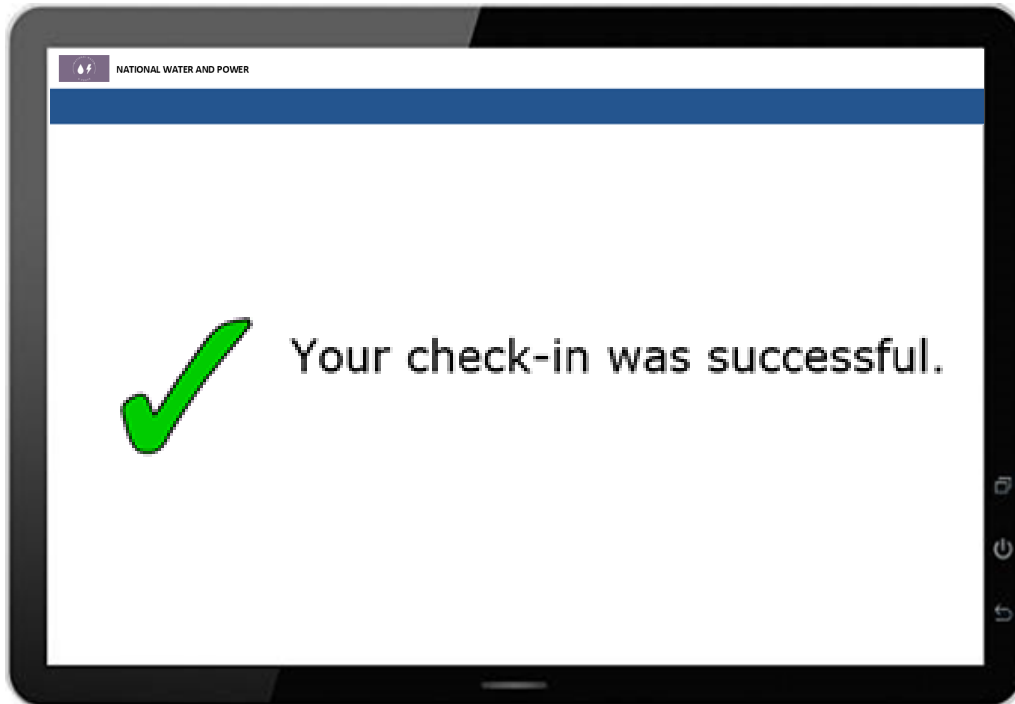
Account Number: 4872-PK78-29980	
Department: Administration	
Destination: Charlestown	Purpose of Trip: Inspection
Overnight use?: No	Est. Total Mileage:

Home

Cancel This Reservation

Print Travel Sheet

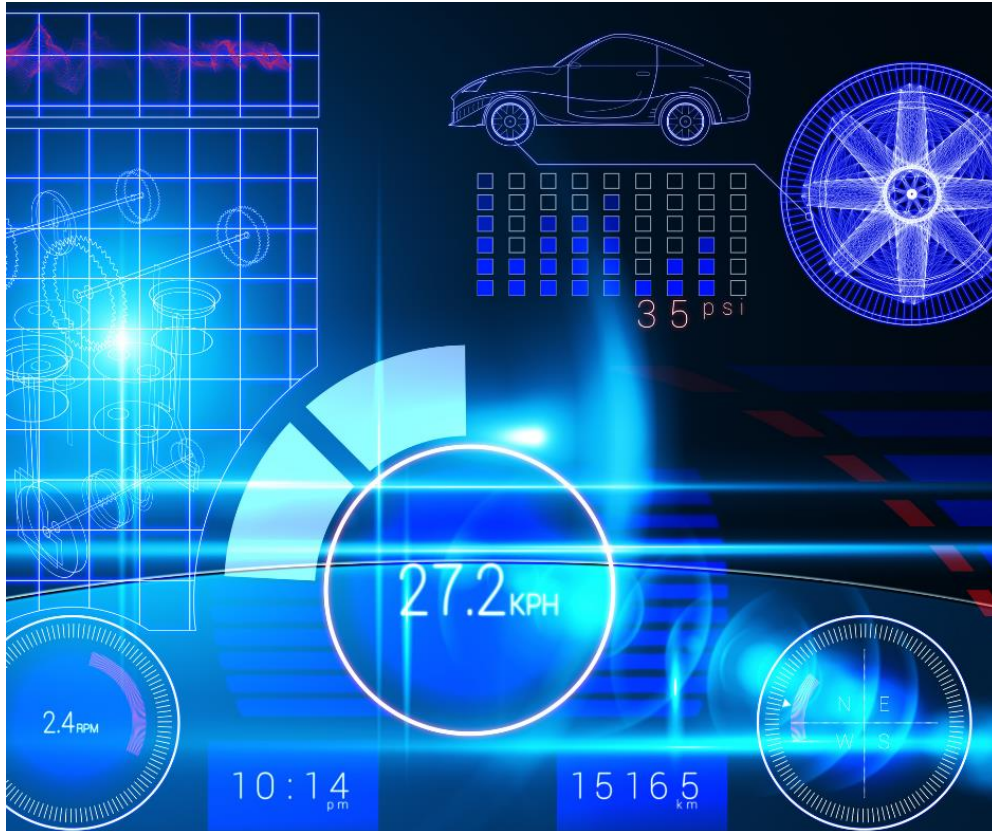
Check Out



**Check-in is
easy!**

**Optionally, control
keys via a key box**





Using Technology to Streamline Process

Mileage / Trip Reporting Tool

- Flexible online form to collect mileage and usage details
- Reporting on specific trips or summary of trips
- Supports assigned vehicles, field assignments as well as daily rental needs
- Integrated email tool allows fleet staff to centrally administer driver notifications for past due submissions
- Customizable form supports client specific needs

Online Mileage Collection

Mileage Reporting

By submitting your mileage you acknowledge that you have read and understand Company's Corporate document regarding commuting and imputed income. Regulations consider an employee's use of a company vehicle to commute to and from work to be a taxable fringe benefit.

User ID / name: **progovoy / Phelps Rogovoy**
 E-mail address: **progovoy@agilefleet.com**

[Add a new trip](#)

Type	Vehicle	Start Date	End Date	Starting Mileage	Ending Mileage
<input checked="" type="radio"/> Business <input type="radio"/> Personal	2345678 checvy Van ▼	03/08/2017 12:00 AM 📅 ⌚	06/06/2017 08:53 AM 📅 ⌚	12000	<div></div>

Description:

Cancel
Add this Trip

Past Records: Show All My Mileage Report

Type	Vehicle	Start Date	End Date	Starting Mileage	Ending Mileage
You have not entered any records.					

Online Mileage Collection

Mileage Reporting

By submitting your mileage you acknowledge that you have read and understand Agency's policy regarding commuting and imputed income. Regulations consider an employee's use of a company vehicle to commute to and from work to be a taxable fringe benefit.

Work to Home commuting must be reported.

Username / Name: **progovoy / Phelps Rogovoy**
Email Address: **progovoy@agilefleet.com**

Add a new trip

Vehicle	Start Date/Time	End Date/Time	Starting Mileage	Ending Mileage	Total
063 Chevrolet Malibu	05/01/2017 12:00 AM	05/31/2017 12:00 AM	1021	1178	157

Was this vehicle taken home during this period (Y/N):

If taken home, who was the driver of the vehicle?

Remarks/Comments:

Add this Trip

Past Records:

Vehicle	Start Date	End Date	Starting Mileage	Ending Mileage	Total Mileage
You have not entered any records.					



Online Mileage Collection

Entering Mileage on Behalf of: jthomas/ Jennifer Thomas jthomas@agilefleet.com						Mileage entry by: progovoy Phelps Rogovoy			
Reservation Information						Usage Type: Daily Rental			
Pick-up: 5/10/2017 3:00:00 PM						Confirmation Number: 115753			
Return: 5/11/2017 7:30:00 PM						Status: Completed			
Duration: 1 day 4 hours 30 minutes						Mileage In: 254			
For the Period of: May 2017 Refresh									
<div> Cancel Print Blank Form Generate and Print Form Save </div>									
Date	Start Miles	End Miles	Total Miles	Mileage Details			Gas	Oil	Cost
				Official	Commute	Personal	Gallons	Quarts	
05/01/2017	1125	1201	76	40	30	6	(n/a)	(n/a)	(n/a)
	Description: (n/a)								
05/02/2017	1201	1305	104	80	20	4	15	(n/a)	\$35.70
	Description: (n/a)								
05/03/2017	(n/a)	(n/a)	(n/a)	(n/a)	(n/a)	(n/a)	(n/a)	(n/a)	(n/a)
	Description: (n/a)								

Online Mileage Collection

Request Mileage

Mileage request will be made according to: ☒ By Reservation ☐ By Owner User ☐ By Responsible User
Examine Mileage Values from: Source:

Starting Period: 
Ending Period: 
Last Mileage Updated More Than Days Ago

Usage Types:
Daily Rental
Outside Rental
Coach reservation

Access Privileges: Sites:
FLDOT District 4 50 UDC
FDOT - D1_Bartow_ 51 UDC
20161212-Muscogee 15 UDC
Asset Type:
Max. Occupants:

Assignee: Responsible User:
Owner User:

Status: Deleted ☐

Description: Year:
Color:
Make:
Model:

Access Groups: ☒ Standard ☒ Heavy' Lift Cert. ☒ Bus ☒ Chauffeur
☒ 15-Pass Van Trained ☒ Defensive Driver ☒ Disaster Response ☒ 5-ton+ and below
☒ 10-ton and below ☒ Abuser Group ☒ My Personal AG ☒ V4-10Test
☒ Test Plan Vehicle ☒ Mid size sedans ☒ Executive
☒ Muscle Cars ☒ Courtesy group ☒ V4-10aTest
☒ No Groups Assigned

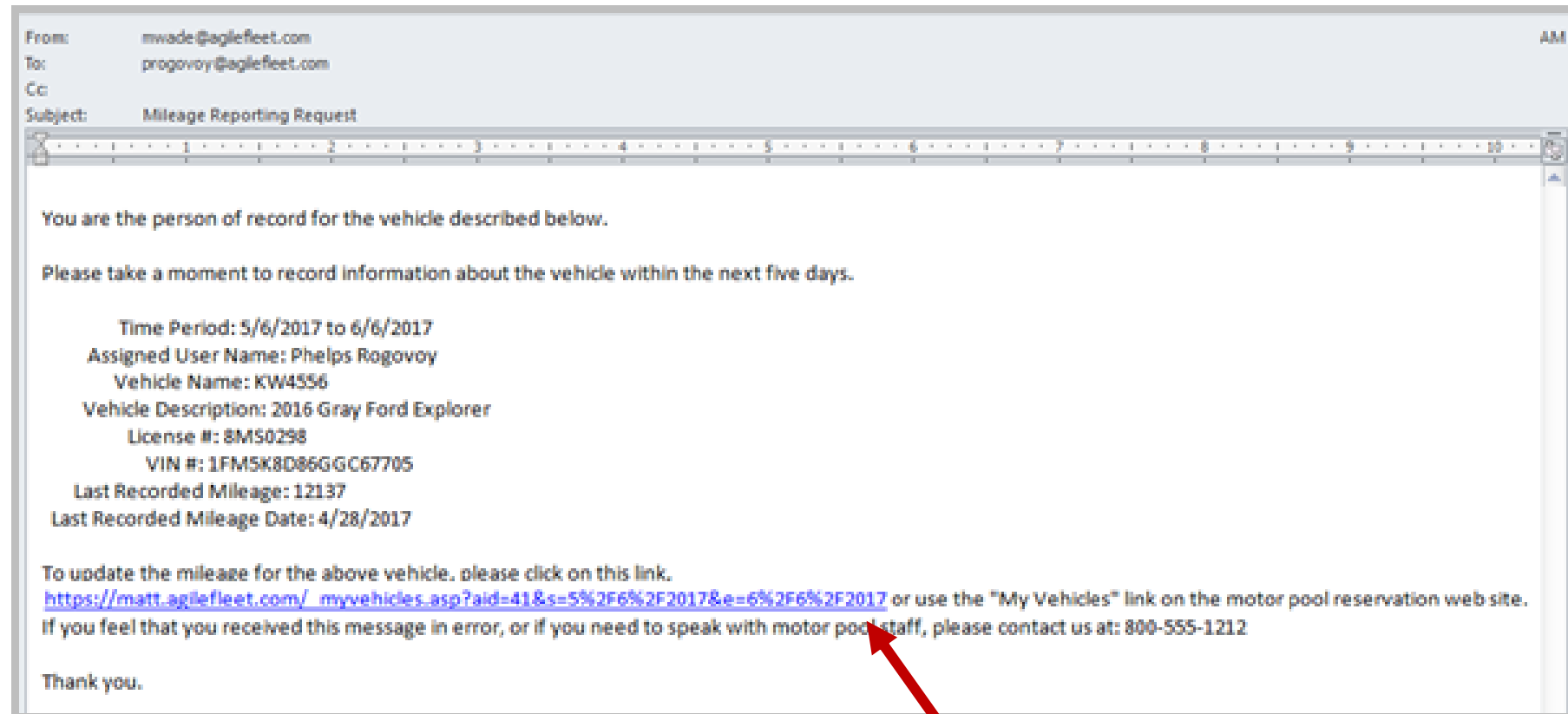
Custom Text For Email Message [Optional]:
Sort Order: ☐ Asset Name ☐ User Name



Fleet staff
can send
reminder
emails to
drivers that
have not
reported
mileage



Online Mileage Collection





Summary

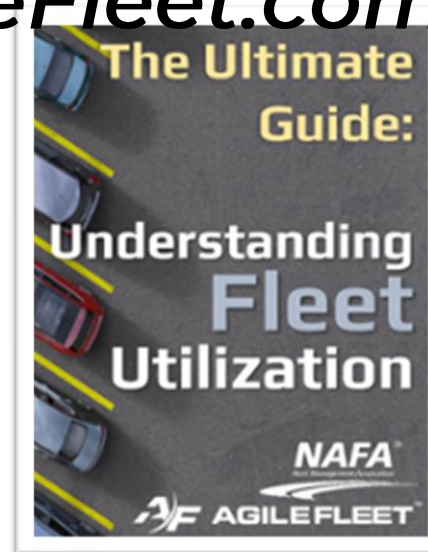
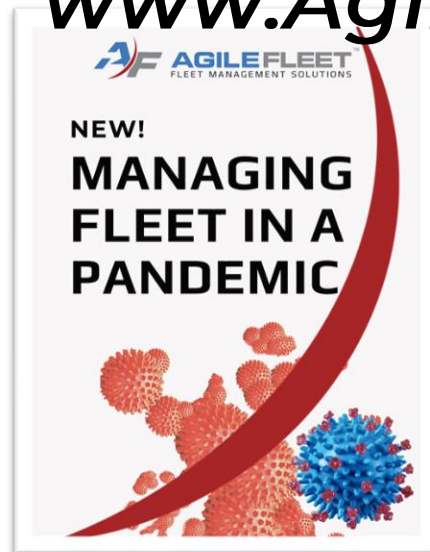
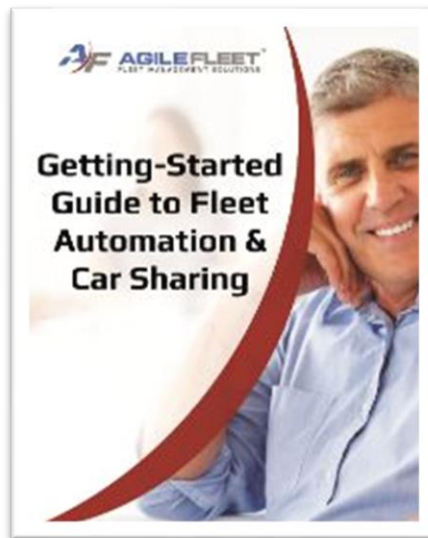
- Utilization data helps ensure the right quantity and class of vehicles available at the right place, at the right time
- The pandemic impacted all fleet operations, now is the time to take proactive steps to optimize your fleet, reduce vehicles, use vehicles efficiently
- Automated vehicle sharing improves customer service while reducing costs
- Systematized reporting streamlines process and makes you more efficient
- You're not alone - seek help from your peers

THANK YOU TO OUR PANELIST



Micheal Farley
Senior Fleet Administrator,
Basin Electric Power
Cooperative (BEPC)

Questions and Resources: www.AgileFleet.com



*...plus, lots
more*

LET US HELP



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