



The 6 Reports You Should Be Running

(to get the data you need!)

About me: Alan Simpson

- ⚙️ **6 years as a Fleet Analyst (City and County of San Francisco)**
- ⚙️ **9+ years as a Fleet Manager (City of Palo Alto)**
- ⚙️ **18 years as a Senior Technical Consultant (AssetWorks)**
- ⚙️ **Expertise:**
 - Implement AssetWorks software for cities, counties and private fleets across the country
 - Promote best practices for industry professionals
 - Provide tune-up training to different clients across various industries

Agenda

⚙ Introduction

⚙ **The 6 reports**

- Maintenance and repairs
- Downtime
- Fuel
- Depreciation
- Resale value
- Usage

⚙ Questions (and introducing our next power-webinar)



1. Maintenance and Repairs

Maintenance and Repairs

⚙️ How to find it:

- Annual maintenance reports
- Labor reports
- Downtime reports

⚙️ What to look for:

- normal wear and tear repairs, component failure, refurbishment and routine maintenance data

⚙️ **Be aware:** Costs linked to accidents, physical damage, misuse and user modification should be excluded.

- They can “poison your well” of data



2. Downtime

Downtime

- ⚙️ Downtime data is necessary because the reliability and time required to repair and maintain an asset changes as the asset ages.
 - Downtime can really influence an asset's optimal life-cycle.
 - As an asset ages, does it help or hinder your organization?
- ⚙️ Again, the exact name for the location of downtime data varies from management system to management system
- ⚙️ **What you should look for:**
 - Frequency of breakdowns
 - Out-of-service duration



3. Fuel

Fuel

⚙️ What data you need:

- Fuel consumption and cost data

⚙️ What to look for:

- Quantity of fuel consumed over time
- Historic fuel costs

⚙️ How to find it:

- An automated fuel management system and interfaces with commercial fuel card providers

A person wearing a blue long-sleeved shirt is holding a tablet computer. Their left hand is at the top of the tablet, and their right hand is touching the screen. The background is a blurred industrial or workshop setting with various metal parts and machinery. A dark semi-transparent banner is overlaid on the right side of the image, containing the section title.

4. Depreciation

Depreciation

⚙️ **Why this data matters:** The ongoing capital expense associated with an asset is critical to understanding its total life-cycle costs.

⚙️ **What to look for:**

- Purchase price and depreciation terms
- Expected resale value

⚙️ **How to find it:**

- Capital journals
- Capital asset management tools

5. Resale Value

Resale Value

⚙️ How to find it:

- Industry references, like Kelley Blue Book and Black Book, can help estimate an asset's market worth
- Or, by sampling salvage and sale records

⚙️ **For future reference:** Salvage can be calculated from the purchasing price, estimated depreciations, salvage value, depreciation terms and methods.



6. Usage

Usage

⚙️ How to find your data:

- Automated fuel systems
- GPS/AVL systems
- Manual meter entry

⚙️ How to measure usage:

- As time (hours of operation)
- As distance (miles/kilometers)
- As a count



In conclusion

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- ⚙️ If you have a fleet management system and/or GPS you are likely already capturing this information in some form
- ⚙️ The key is to develop a consistent manner of running and storing these reports
- ⚙️ When you fully understand your data, you can better plan for the future of your organization as a whole
- ⚙️ These 6 reports highlight the data that forms the foundation for understanding the true lifecycle costs of your vehicles



“What do I do with this data now that I have it?”

Tune into our next power-webinar:

⚙️ What Do I Do with this Data Once I Have It?

⚙️ Wednesday, May 25th

- 2:00pm EDT (11:00am PDT)
- Length: 15-minutes (give or take)
- Hosted by Alan Simpson

⚙️ Covering:

- The age-old question: **Now what?**
- How to begin the journey to better decision-making
- How to make the most out of your data

Questions?

Contact: Alan Simpson

Email: alan.simpson@assetworks.com