

Fleet Management Information System Data Fields Checklist

Data: Vehicle Identification and Configuration

- Vehicle Identification Number (VIN)
- Year
- Make
- Model
- Color
- Engine configuration (dedicated, flex-fuel, bi-fuel)
- Fuel type(s)
- Gross Vehicle Weight Rating (GVWR)
- License plate number(s)
- FAST vehicle type (may be derived from other attributes)
- Fuel economy rating(s)
- GHG score(s)
- Vehicle drive train type (2WD/4WD/Other)
- Armor level
- Vehicle mission/purpose/role

Data: Vehicle Utilization

- Fleet/motor pool assignment
- Vehicle Point of Contact (POC) information
- Location (latitude/longitude or detailed street address)
- Assignment status (assigned, unassigned, awaiting maintenance, awaiting disposal)
- Vehicle mileage
- Fuel consumption (date, cost, quantity, type, location)

Data: Vehicle Compliance Attributes

- EPA Act Law Enforcement vehicle designation
- EPA Act Emergency/Emergency Response vehicle designation
- EPA Act non-MSA operation designation
- EPA Act Sec 701 waiver and reason
- EISA Sec 141 designation at time of acquisition

Data: Vehicle Acquisition and Disposal

- Acquisition date
- Acquisition method/source, relevant details (e.g., lease type)
- Acquisition costs
- Vehicle age at acquisition

- Planned disposal date
- Disposal date
- Disposal method
- Disposal costs
- Disposal proceeds
- Fair market value at time of disposal (primarily owned vehicles)

Data: Vehicle Repairs and Servicing

- Repair history
- Maintenance history (unscheduled repairs, preventive maintenance, accident repairs)
- Out-of-service dates
- Schedule/notification of preventive maintenance

Data: Vehicle Accident Reporting

- Accident date/time
- Vehicles involved
- Operator
- Third-party information
- Vehicle downtime
- Cost and nature of vehicle repairs

Data: Vehicle Cost Data (Direct Costs)

- Capitalized value
- Depreciation
- Amortization
- Disposal proceeds
- Vehicle modifications and accessory equipment
- Fuel cost and consumption (date, quantity, fuel type, location of purchase)
- Repair and unscheduled maintenance costs
- Preventive maintenance costs
- Commercial or GSA Fleet lease costs

Data: Organizational Cost Data (Indirect Costs)

- Facility costs (e.g., building purchase/lease, utilities, maintenance)
- Equipment costs (e.g., office and shop equipment, tools)
- Staffing costs (e.g., headquarters, field, and shop personnel)
- Staffing overhead costs (e.g., training, staff support offices)
- Administrative costs

Capabilities

- Automated interface to GSA Automotive Division system(s) for vehicle ordering, and tracking vehicles through ordering process
- Ability to review vehicle repair history prior to authorizing repair
- Ability to schedule and notify vehicle POCs/users of preventive maintenance services
- Facilitate preparation of accident tracking and frequency reports
- Ability to generate exception reports to identify vehicles and/or operators deemed to be requiring attention
- Retain complete vehicle records for minimum of one year following disposal
- Ability to generate monthly, quarterly, annual financial reports
- Ability to generate cost/financial reports to identify costs outside of industry norms
- Analytic tools and query capabilities to support data analysis
- Ability to automate reporting to FAST
- Automated interface to GSA Fleet systems, as appropriate, for leased vehicle inventory and leased vehicle operational data (e.g., costs, mileage, fuel consumption)
- Automated interface to GSA FMVRS as part of vehicle acquisition and license plate management processes
- Automated interface to other GSA Automotive Division systems, as appropriate
- Capable of interfacing with internal agency information systems (e.g., property management/accountability systems, financial systems)
- Ability to automate or facilitate EPA Act Sec 701 waiver request process
- Ability to facilitate management/assignment of approved EPA Act Sec 701 waivers
- Ability to review current year-to-date progress relative to legislative and E.O. compliance benchmarks
- Ability to review vehicle utilization data and identify vehicles outside of fleet and industry norms