

Room 250 City Hall Baltimore, MD 21202

PRIVILEGED AND CONFIDENTIAL MEMORANDUM:

January 6, 2016

TO: The Honorable Mayor Stephanie Rawlings-Blake

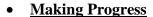
Kaliope Parthemos, Chief of Staff

Khalil Zaied, Deputy Mayor of Operations

Sam Sidh, Director of CitiStat

FROM: CitiStat Team

SUBJECT: DGS-Stat Briefing



• **Preventative Maintenance Pilot.** The Fleet Management Division (FMD) conducts Preventative Maintenance (PM) on vehicles and other equipment to extend their durability. A crew of five employees has been piloted to exclusively perform PM work orders. The table below notes the total number of Truck Shop PMs performed in October and November of 2014 and 2015. Compared to the same time last year, 30 more PMs have been performed.

Number of Truck Shop PMs Performed October and November 2014 and 2015									
	2014	2015	Total Change						
October	55	74	19						
November	53	64	11						
TOTALS	108	138	30						

• Needs Improvement

• Facilities Maintenance Work Orders. The Department of General Services (DGS) utilizes Archibus software to manage their facilities maintenance workflow. While the system tracks work orders well, informative performance measures are not available. DGS will meet to discuss establishing performance benchmarks that can be captured in Archibus.

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• Available Street Sweepers. DGS monitors the availability of all vehicles, including those designated as priority vehicles. Priority vehicles consist of medic units, ladder trucks, pumper engines, marked police, load packers, roll-offs, and sweepers. From November 26, 2015 through December 23, 2015 sweeper availability was under 100% all but one day.

Daily	Available Sweepers for Each Day - November 26 to December 6													
Availabilit	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed
У	26- Nov	27- Nov	28- Nov	29- Nov	30- Nov	1-Dec	2-Dec	3-Dec	4-Dec	5-Dec	6-Dec	7-Dec	8-Dec	9-Dec
Required>	25	24			24	24	23	25	24			24	26	28
Available >	23	20			20	17	19	17	18			17	16	17
Percentag e>	92%	83%			83%	71%	83%	68%	75%			71%	62%	61%
Daily	Available Sweepers for Each Day - December 10 to December 23													
Availabilit	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed
y	10-	11-	12-	13-	14-	15-	16-	17-	18-	19-	20-	21-	22-	23-
-	Dec	Dec	Dec	Dec	Dec	Dec	Dec	Dec	Dec	Dec	Dec	Dec	Dec	Dec
Required>	25	24			24	24	21	25	24			24	26	28
Available >	18	22			21	23	25	22	22			22	19	21
Percentag e>	72%	92%			88%	96%	119%	88%	92%			92%	73%	75%