

Stephanie Rawlings-Blake
Mayor



Room 250
City Hall
Baltimore, MD 21202

**PRIVILEGED AND CONFIDENTIAL
MEMORANDUM:**

August 3, 2016

TO: The Honorable Mayor Stephanie Rawlings-Blake
Kaliopé Parthemos, Chief of Staff
Connor Scott, Assistant Deputy Mayor of Operations
Sam Sidh, Director of CitiStat

FROM: CitiStat Team

SUBJECT: DGS-Stat Executive Briefing



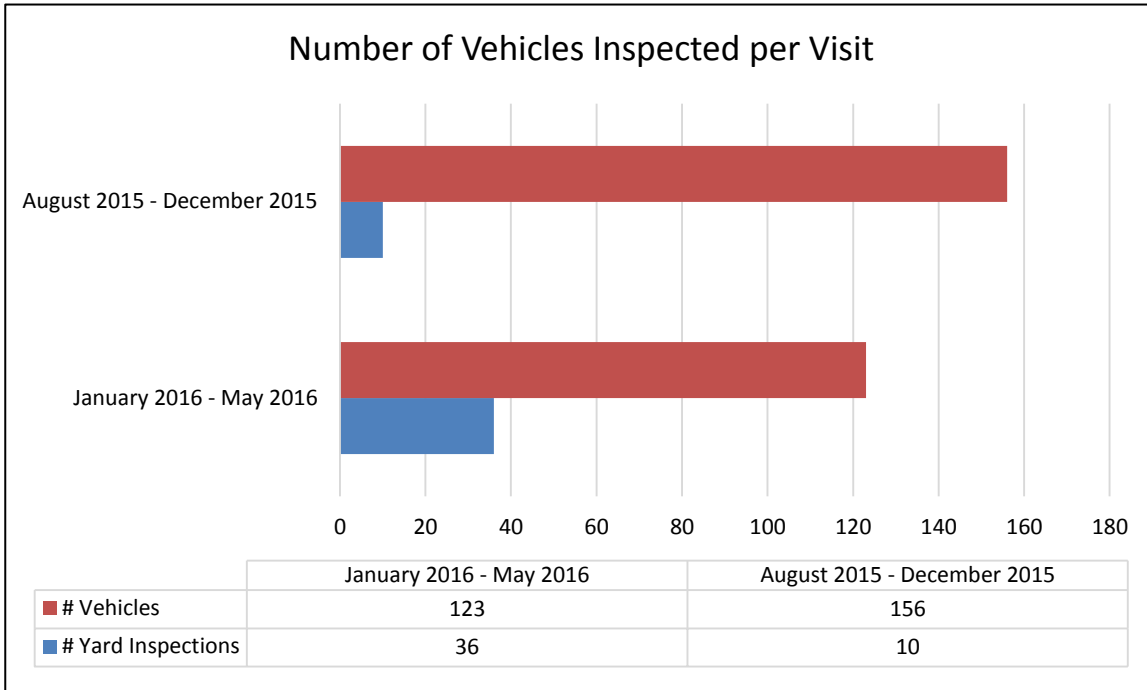
Making Progress

- **Police Vans.** Prisoner Transport Vehicles are being retro-fitted by the Department of General Services (DGS) and have been approved by the Baltimore Police Department. All upfitting for the 10 new vans has been completed ahead of schedule and the vehicles have been released to the Police Department.
- **Sweeper Availability.** 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. During the last two reporting periods (20 days), sweeper availability has been **above** 100% for all 20 days. The availability rate never fell below 131% during this period.

Daily Availability	Available Sweepers for Each Day – June 23 to July 6													
	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed
	23-Jun	24-Jun	25-Jun	26-Jun	27-Jun	28-Jun	29-Jun	30-Jun	1-Jul	2-Jul	3-Jul	4-Jul	5-Jul	6-Jul
Required>	25	24	----	----	24	24	23	25	24	----	----	24	26	23
Available>	35	35			35	34	35	33	36			34	36	35
Percentage>	140%	146%	----	----	146%	142%	152%	132%	150%	----	----	142%	138%	152%
Daily Availability	Available Sweepers for Each Day – July 7 to July 20													
	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed
	7-Jul	8-Jul	9-Jul	10-Jul	11-Jul	12-Jul	13-Jul	14-Jul	15-Jul	16-Jul	17-Jul	18-Jul	19-Jul	20-Jul
Required>	25	24	----	----	24	24	26	25	24	----	----	24	26	21
Available>	35	35			35	33	35	34	33			33	34	34
Percentage>	140%	146%	----	----	146%	138%	135%	136%	138%	----	----	138%	131%	162%



- Yard Inspections.** Fleet Management Division (FMD) performs yard inspections during which vehicles are checked for issues and yard supervisors are informed of any issues found. As the inspection process improves, Fleet Management will be better able to inform agencies of repeat offenses and offenders. At the end of June there have been 49 inspections at 28 yards and 326 total vehicles have been inspected. Although more inspections occurred in the beginning months, more yards are being visited each month. The table below lists when each yard was inspected and the total number of vehicle inspections conducted.





Needs Improvement

- Facilities Maintenance Work Orders.** Facilities Maintenance supplies CitiStat with a spreadsheet including the average days a completed work order was open FY14, FY15, and FY16. For each Fiscal Year, work orders were identified as having met or not met the average number of days to complete a work order. The table below tracks the percent of work orders completed on time from FY15 to FY16. The following five shops had a decrease in percent completed on time: Elevator, Mobile Shop Plumbing, Mobile Shop General, Operations, and Operations City Hall.

% Completed on Time by Shop Description, FY16	FY2015	FY2016	Performance
BUILDING MAINTENANCE	73.4%	75.9%	
CONTRACT MAINTENANCE	51.8%	80.4%	
CONTRACTUAL	53.2%	77.1%	
CONTRACTUAL ELECTRIC	60.0%	78.0%	
ELEVATOR	79.1%	74.4%	
ENVIRONMENTAL	63.8%	69.4%	
HVAC PLUMBING	59.6%	76.8%	
MOBILE SHOP ELECTRIC	74.9%	77.8%	
MOBILE SHOP PAINTING	72.7%	76.4%	
MOBILE SHOP PLUMBING	81.1%	78.8%	
MOBILE SHOP-GENERAL	81.1%	77.2%	
OPERATIONS	83.8%	76.5%	
OPERATIONS CITY HALL	85.4%	76.3%	
ROOFING	62.5%	74.0%	

- City Hall Skylight Incident.** On June 21, 2016 a storm hit Baltimore and two large pieces of marble fell through three panes of the South Gallery skylight. There was extensive damage to one side of the first floor wall and multiple shards of glass covered the floor. The customized glass panes will be installed when ready.