Georgia
Department of
Administrative Services

FLEET MANAGEMENT

Introducing NEW VITAL

powered by ARI *insights*

August 18, 2010

A Partnership Approach

WELCOME

ED FINNEGAN
DIRECTOR, OFFICE OF FLEET MANAGEMENT

AGENDA

- Opening remarks
- Rationale for changing systems
- Impact on agencies and benefits
- Implementation timeline
- Training
- Screenshots
- Questions

WHAT'S HAPPENING AND WHY

- Moving fleet system off of MAXIMO to hosted, web-based application, ARI insights
- MAXIMO had many limitations
  - Awkward and time consuming data entry
  - Lack of reporting options
- Multiple systems for fleet data

KEY BENEFITS FOR AGENCIES

- Agencies on ARI and WEX have a one stop shop for inventory, fuel and maintenance data
- Improved data entry
  - One screen to manually enter fuel transactions: cost, gallons and odometer readings
  - Simplified maintenance entries
- Greater querying and reporting options

WHAT WON'T CHANGE

- Requirement for accurate fuel and maintenance data entered either electronically or manually
- Requirement for end of year odometer entry
- Criteria for vehicle requests
- Friendly neighborhood OFM team
- ARI maintenance program <u>is not</u> mandatory

WHAT CHANGES SHOULD YOU EXPECT

- New userid and password
- Different look and functionality
- Streamlined data entry
- Dashboard with graphics and alerts
- No PeopleSoft integration
- Inclusion of more Risk Management data
  - Risk premium & How's My Driving sticker information

POLL - AGENCIES USING ARI

FOR AGENCIES ALREADY ENROLLED IN ARI

- New fields customized for State of Georgia and configuration
- All vehicles will be in the system even if not on ARI maintenance program
- Fuel data, both WEX and manually entered
- Vehicle history including previous agency ownership, fuel and non-ARI maintenance data

TRANSITION PROCESS

- Identify and update users
- Validate fleet data
  - Inventory
  - Vehicle specifications
- Attend training

KEY EXPECTATIONS OF AGENCIES

- Promptly respond to OFM requests for data
  - User data validation in a couple of weeks
  - Training signups begin in September
- Ask questions
- Attend training

TIMELINE

- **Wave 1 – 30 August 2010**
  - Cobb-Douglas CSB,DOAS, Forestry, Georgia Aviation Authority, Georgia Tech, Georgia Perimeter
- **Wave 2 – 27 September 2010**
  - DBHDD
- **Wave 3 – 1 November 2010 and beyond**
  - Remaining agencies

POLL - TRAINING

TRAINING AND END USER SUPPORT

- 4-hr hands-on training sessions throughout the state 2 weeks before implementation
  - Atlanta, Macon, Savannah, Valdosta
- Training manuals and quick reference guides
- Lunch n' learns following implementation
- Advanced training available weekly from ARI

FIRST LOOK AT NEW VITAL

ALLYSON WILLIAMS

LOGIN SCREEN

State of Georgia
Fleet Management System

Welcome to our Web site.
If you need assistance,
please call 1-888-559-9124 or
email us at fms@doas.ga.gov.

English Español Français

Please log into the system

User ID:

Password:

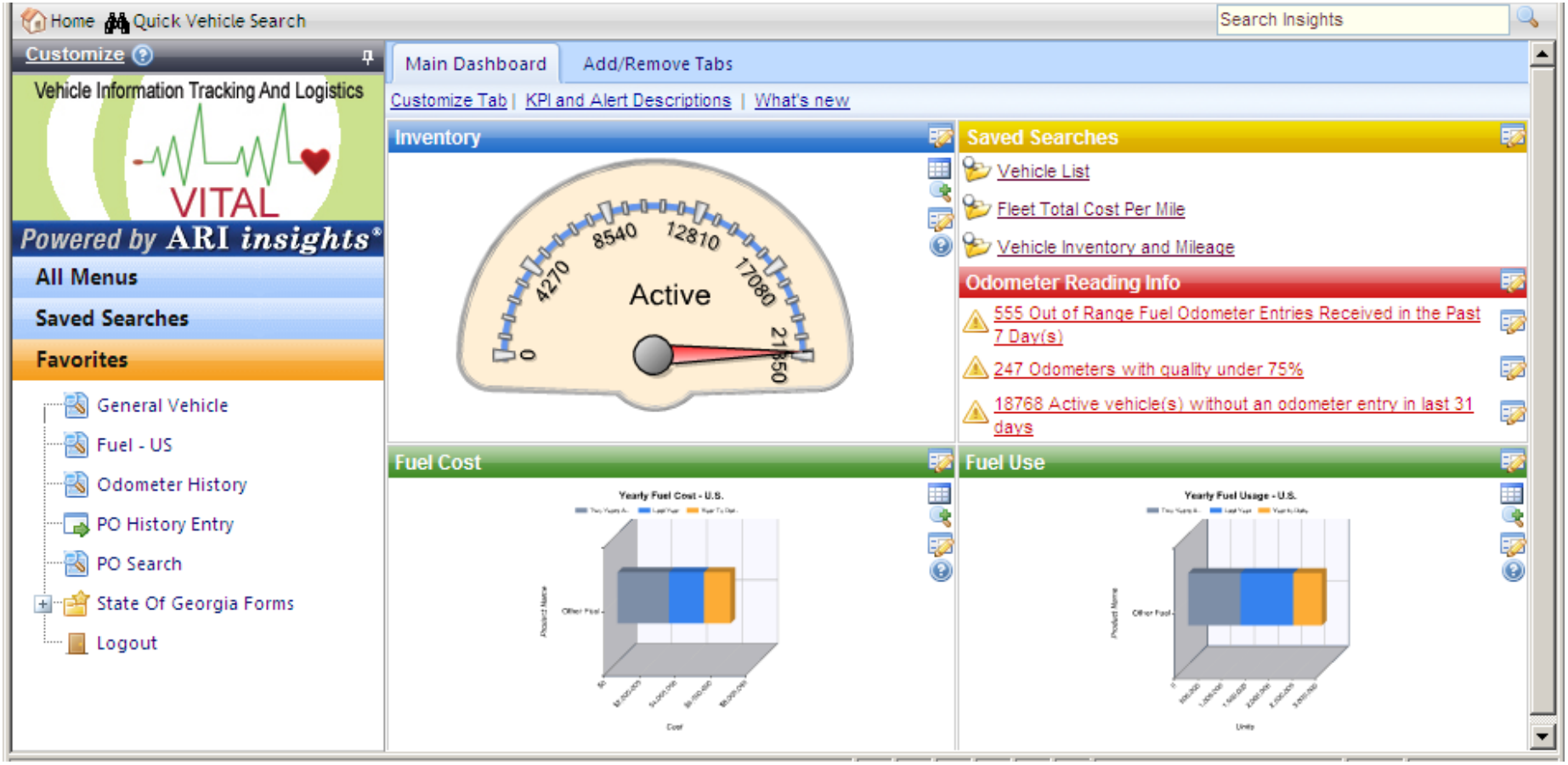
Log In

Want to change your password? Click here

Forgot Your Password? Click here

Click here to add ARI *insights* to Favorites/Bookmarks

DASHBOARD



Georgia
Department of
Administrative Services

BASIC SEARCH

Home | Quick Vehicle Search | Search Insights

Customize

Vehicle Information Tracking And Logistics

VITAL

Powered by ARI insights®

All Menus

Saved Searches

Favorites

- General Vehicle
- Fuel - US
- Odometer History
- PO History Entry
- PO Search
- State Of Georgia Forms
- Logout

General Vehicle Search

Customize

For multiple choices, hold the "Ctrl" key down and click each choice. An asterisk (*) may be used before and/or after text as a wildcard. A number's-sign (#) will match an empty field. An exclamation point (!) as the first character negates the search; e.g., "#" returns non-empty rows and "!A*" rows not starting with A.

Search | Reset

Client: All, 5F25

Status: All, New, Active, Out Of Service, Sold — From: To:

Vehicle*

VIN*

Fleet Function: All, Active, Instructional Non-roadworthy, Instructional Roadworthy

Site-LocationID*

Agency Name*

Location Name*

Low Use Code*

Year: All, 2011, 2010, 2009

VIN Model: All, 102A3, 102D3 INTERCITY, 102DL3 INTERCITY

VIN Make: All, A&F TRAILER, ALABAMA TRAILER, AM GENERAL

Plate*

Assigned Status: All, Assigned, Auction, Driver Sale, Dummy, For Sale — Exclude Dummy Vehicle

Fleet Asset Type: All, Aircraft, Fleet, Risk

ARI Program *

APD

Vendor: All, MISC LEASED VEH, OWNED

VIEWING VEHICLE INVENTORY

Home | Quick Vehicle Search | Search Insights

Navigation

Options | Actions

General Vehicle Listing

Search Criteria

- Client = All
- Status = Active

Total Rows: 21,208 | Rows Per Page: 20 | Page 1 of 1061 | Go to Page:

	Client	ARI Vehicle	State ID #	Agency Name	Site-LocationID	Location Name	VIN Year	VIN Make	VIN Model	Status
Details	5F25	003532	#N/A	ECONOMIC DEVELOPMENT, DEPARTMENT OF	4290-1	ECONOMIC DEVELOPMENT, DEPARTMENT OF	2001	Ford	Crown Victoria	Active
Details	5F25	000451	#N/A		4080-		2006	Forks Rv	Crown Victoria	Active
Details	5F25	000452	#N/A		4080-		2006	Ford	Crown Victoria	Active
Details	5F25	000294	#N/A		4610-		2007	Ford	Crown Victoria	Active
Details	5F25	000293	#N/A	JUVENILE JUSTICE, DEPARTMENT OF	4610-35	GRIFFIN RYDC	1996	Ford	Club Wagon	Active
Details	5F25	000450	#N/A		4080-		2005	Ford	Crown Victoria	Active
Details	5F25	006203	239-0198	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2006	Ford	F250	Active
Details	5F25	006202	239-0405	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2004	Ford	Crown Victoria	Active
Details	5F25	006199	239-2356	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2006	Chevrolet	Suburban	Active
Details	5F25	006205	239-2387	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2006	Chevrolet	Trailblazer Ext	Active
Details	5F25	006207	239-2388	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2006	Chevrolet	Trailblazer Ext	Active
Details	5F25	006206	239-2988	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2010	Ford	Explorer	Active
Details	5F25	006195	239-3252	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2006	Chevrolet	Trailblazer	Active
Details	5F25	006183	239-3682	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2009	Ford	Explorer	Active
Details	5F25	006184	239-3683	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2009	Ford	Explorer	Active
Details	5F25	006185	239-3684	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2009	Ford	Explorer	Active
Details	5F25	006182	239-3685	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2009	Ford	Explorer	Active
Details	5F25	006186	239-3686	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2009	Ford	Explorer	Active
Details	5F25	006187	239-3687	GEORGIA EMERGENCY MANAGEMENT AGENCY	2390-1	GEORGIA EMERGENCY MANAGEMENT AGENCY	2009	Ford	Explorer	Active

DEFAULT VEHICLE INFORMATION

- State ID
- Agency Name
- Site-Location
- Location Name
- VIN
- Year, Make Model
- Status
- Owned/Leased
- Risk Premium
- APD
- Low Use Code
- Current Odometer
- Current Odometer Date
- Grand Total Expenses
- Book Value (Market Value)

VEHICLE RECORD

Additional Addresses | Billing | Documents | Driver Updates | Expenses | Fuel Card History

General Info | History | Inventory Mgmt | Memos | Odometer | Order Detail

Car General Vehicle Information

Client : 5F25 ARI Vehicle : 000103 State ID # : 461-9473
2003 FORD CROWN VICTORIA

Customize

General

Division: 01
Cust Status:
Sub-Type:
Agencies:
Status Date:
CSS/ FAP Name: Maria Diaz
Status: Active
Car / Truck: Car
Assigned Status:
Asset Type:

Description

Model Year: 2003
Make: FORD
Model: CROWN VICTORIA
VIN Model: CROWN VICTORIA
VIN: 15TDZK23C79S23832
Exterior:
Interior:

Lease

Type: NON-ARI
Months/Miles/KM: 36/ 0
MIS: 12
Residual: $0.00
Lease End Date: 08/06/2012
Cap Cost: $0.00
Book Value: $0.00
Estimated Resale:
Vendor: OWNED

Order

Order Date:
Order Type:
Previous Vehicle:
Delivery Date: 08/06/2009
On-Road Date:
Exp. Deliv. Date:

Aux Data

Fleet Asset Type: FLEET
Domicile County: 1 - Fulton
Primary Use: Other
Location Name:
Risk Premium:
Low Use Code:
VR Number:
Report My Driving Sticker:
Fleet Function: ACTIVE
Agency Name:

Client Data

Fleet Contact:

Fuel

Fuel Type: Gas

Driver

VEHICLE RECORD

Aux Data

Fleet Asset Type: FLEET
Domicile County: 1 - Fulton
Primary Use: Other

Location Name:
Risk Premium:
Low Use Code:

VR Number:
Report My Driving Sticker:

Fleet Function: ACTIVE
Agency Name:

Client Data

Fleet Contact:
ARI Program:
Site-LocationID: 4610-
Billing #/ID:
VR Line Number:
APD: 1
TCO: 0

Fuel

Fuel Type: Gas
Fuel Capacity:
MPG:
Yearly CO2 Emission(lbs):
Credit Card:
Status:
Status Date:
Exp Date:

Driver

N/A, GA -

Licensing

Lic Plate: GV04976
Plate Type:
Renewal Date:
Title:
Location: NOT ARI
Titled To: Unknown
County:

Sale Info

Out Of Svc Date:
Out Of Serv. Odom.: 0
Sale Date:
Sale Price: 0
Sale Odometer: 0
Replacement Veh:
SDO:

Billing

Months Billed: 0
Basic Rent: 0
Bill Tax Rate:

Meters

Odometer: 187090
Odometer Date: 06/23/2010
Rating: 0.00%
Avg Mon Miles: 17008 (Life Of Vehicle)
Broken Odometer:
Fringe Odom:
Fringe Odom Date:
Hour Meter:
Hour Meter Date:

Specifications

Cyls:
EngineSize: 0
Axles:
CID:
Transmission: Unknown
Tires:
Drive Type:
GVWR:

Maintenance

Coupon Book:
Service Card:
Service Card Exp:
Garage No:

Expenses / TCO

Fixed:
Operating:
Total Expenses: $0.00
Cost Per Month: $0.00
Cost Per Mile/Km: $0.00

ENTERING FUEL TRANSACTION

Customize

Vehicle Information Tracking And Logistics

VITAL

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All Menus

- Email
- RSS Maintenance
- Set Fleet View
- Fleet View Favorites
- Life Cycle Analysis
- Fleet Updates
- Billing
- Driver-Vehicle History
- General Vehicle
- Inventory Mgmt
- Memo Search
- New Order Status
- Vehicle Documents
- Vehicle Documents - upload
- Fleet Management
- Accident Management
- Licensing (NEW)

Saved Searches

Favorites

Billing | Documents | Driver Updates | Driver-Vehicle History | Expenses | Fuel Card Mgmt | Fuel Entry

Fuel Trans | General Info | History | Maintenance | Memos | Order Detail | Registration

FuelEntry

Client: 5C95 ARI Vehicle: 12345

Fuel Trans

Date: Time:

Brand Name: Product Name:

Units: Unit Cost: Amount:

CC No:

Odometer:

FuelStation

Name:

Address:

City: State: Zip/ Postal Code:

Submit

Georgia

Department of Administrative Services

FUEL HISTORY

Home | Quick Vehicle Search | Search Insights

Navigation

Additional Addresses | Billing | Documents | Driver Updates | Expenses | Fuel Card History | Fuel Trans

General Info | History | Inventory Mgmt | Maintenance | Memos | Odometer | Order Detail

Fuel Transactions for 2008 DODGE CHARGER

Client: 5F25 ARI Vehicle: 005012 State ID #: 369-60053

Transaction Time Frame -- Select -- Apply

Total Rows: 39 Rows Per Page: 20 Page 1 of 2 Go to Page:

Driver	CC No	Transaction Date	Odometer	Product Name	Unit Cost	Units	Amount	Site Type	Site Name	Site City	Site State	MPG
UNKNOWN UNKNOWN	SOG5F250000	07/20/10 09:51 PM	99,506	FUL OTH	$2.60	7.80	$20.27	Unknown -	3690			24.1
UNKNOWN UNKNOWN	SOG5F250000	07/16/10 07:28 AM	99,318	FUL OTH	$2.49	12.98	$32.30	Unknown -	3690			
UNKNOWN UNKNOWN	SOG5F250000	06/28/10 10:30 AM	0	FUL OTH	$2.67	14.94	$39.87	Unknown -	3690			
UNKNOWN UNKNOWN	SOG5F250000	06/27/10 12:00 AM	99,125	FUL OTH	$0.00	0.00	$0.00	Unknown -	3690			
UNKNOWN UNKNOWN	SOG5F250000	06/10/10 06:12 PM	0	FUL OTH	$2.40	13.72	$32.91	Unknown -	3690			0.0
UNKNOWN UNKNOWN	SOG5F250000	06/10/10 10:55 AM	0	FUL OTH	$2.70	12.64	$34.11	Unknown -	3690			0.0
UNKNOWN UNKNOWN	SOG5F250000	06/03/10 09:44 PM	0	FUL OTH	$2.60	12.79	$33.25	Unknown -	3690			0.0
UNKNOWN UNKNOWN	SOG5F250000	06/03/10 11:02 AM	0	FUL OTH	$2.75	14.13	$38.85	Unknown -	3690			0.0
UNKNOWN UNKNOWN	SOG5F250000	05/13/10 06:34 AM	0	FUL OTH	$2.78	13.46	$37.41	Unknown -	3690			0.0
UNKNOWN UNKNOWN	SOG5F250000	05/06/10 03:24 PM	0	FUL OTH	$2.90	13.42	$38.91	Unknown -	3690			0.0
UNKNOWN UNKNOWN	SOG5F250000	05/06/10 07:38 AM	0	FUL OTH	$2.86	10.67	$30.51	Unknown -	3690			0.0
UNKNOWN UNKNOWN	SOG5F250000	04/29/10 05:44 PM	0	FUL OTH	$2.82	14.70	$41.43	Unknown -	3690			0.0
UNKNOWN UNKNOWN	SOG5F250000	04/29/10 08:47 AM	0	FUL OTH	$2.82	10.17	$28.68	Unknown -	3690			0.0
UNKNOWN UNKNOWN	SOG5F250000	03/18/10 04:56 PM	0	FUL OTH	$2.76	11.61	$32.05	Unknown -	3690			0.0
UNKNOWN UNKNOWN	SOG5F250000	03/18/10 09:36 AM	0	FUL OTH	$2.57	14.72	$37.81	Unknown -	3690			0.0

ENTERING MAINTENANCE TRANSACTION

Automotive Resources International

Sign Out

Intellifleet History Direct Entry Facility

Client ID	Vehicle Number	Serial Number	Make	Model
5F25		2FAFP74WXWX182965		

Submit Reset

2. Select Purchase Order Detail or Driver Expense Reporting.

PO Detail Expense Reporting

3. Select a vehicle.

Cust	Vehicle	Veh no	Serial Number	Make	Model	Yr	Prefix	Division	Status
5F25	369-60053	005012	2FAFP74WXWX182965	DODGE	CHARGER	08		2B	In Service

ENTERING MAINTENANCE TRANSACTION

Intellifleet History Direct Entry Facility

Client: 5F25, Vehicle: 369-60053

PO Summary

Client Po	* Meter	Driver Name	Vendor Name	Invoice No	* Invoice Date	* Po Total	Po Date	Hours InUse

* Required fields

Choose an ATA Code

Truck Car Recent

Select

Calculate Total

Calculate Extended

PO Details

ATA		Repair	Qty	Cost	Extended	Description
ata						
ata						
ata						
ata						
ata						

Submit Review Reset Additional Line

Comment Area

Internet 100%

MAINTENANCE HISTORY

Home | Vendor Analysis | Maintenance Analysis | Current Inventory | Savings Analysis | Quick Vehicle Search | Search Insights

Navigation

Accidents | Billing | Documents | Driver Updates | Expenses | Fuel Card History | Fuel Trans

General Info | History | Inventory Mgmt | Maintenance | Memos | Odometer | Order Detail | Registration

Service History

PM Details

Show Details | Hide Details | Filters: Apply

No Filter
Accidents
AC & Heating

Maintenance POs that include

1999 DODGE CARAVAN

Client:	5C95	Division:	65	Agencies:	6007	TCO:	
ARI Vehicle:	336274	State ID #		Operating Expenses:	$17,786.84	Fixed Expenses:	$1,203.94
Fleet Contact :	KENNEDY	ARI Program:		Site-LocationID:	G		
Billing #/ID:	4030304300			VR Line Number:		APD:	
Coupon Issued:	04/04/2005			Service Card Issued:	04/04/2005		
Coupon Book No	45478	Coupon Schedule	F5	Prior Coupon Book No.		Prior Coupon Schedule	

PO #	Date	Repair	Repair Date	Odometer	Amount	Status	Process Date	Invoice #	Vendor
28005489	08/05/2010 2:20:50 PM	29465470	08/05/2010	100593	$347.75	PAID	08/09/2010	2008	HARP TRANSMISSIONS (I)

08/05/2010 02:20 P.M.: IV REF NEEDS SOLENOID PACK-
08/05/2010 02:21 P.M.: PER NOTES ROGER KENNEDY
08/09/2010 02:37 P.M.: (#)IV CALLED TO UPDATE AND CLOSE OUT

Message 08/05/2010 2:20:23 PM

(#)PO CALL

MAINTENANCE HISTORY

Home | Vendor Analysis | Maintenance Analysis | Current Inventory | Savings Analysis | Quick Vehicle Search | Search Insights

Navigation

1999 DODGE CARAVAN

Client:	5C95	Division:	65	Agencies:	6007	TCO:	
ARI Vehicle:	336274	State ID #		Operating Expenses:	$17,786.84	Fixed Expenses:	$1,203.94
Fleet Contact :	KENNEDY	ARI Program:		Site-LocationID:	G		
Billing #/ID:	4030304300			VR Line Number:		APD:	
Coupon Issued:	04/04/2005		Service Card Issued:	04/04/2005			
Coupon Book No	45478	Coupon Schedule	F5	Prior Coupon Book No.		Prior Coupon Schedule	

PO #	Date	Repair	Repair Date	Odometer	Amount	Status	Process Date	Invoice #	Vendor
28005489	08/05/2010 2:20:50 PM	29465470	08/05/2010	100593	$347.75	PAID	08/09/2010	2008	HARP TRANSMISSIONS (I)
	08/05/2010 02:20 P.M.: IV REF NEEDS SOLENOID PACK- 08/05/2010 02:21 P.M.: PER NOTES ROGER KENNEDY 08/09/2010 02:37 P.M.: (#)IV CALLED TO UPDATE AND CLOSE OUT								
Message	08/05/2010 2:20:23 PM								
	(#)PO CALL								
Message	08/05/2010 10:45:19 AM								
	ROGER KENNEDY OK'S TRANS REPAIRS AT HARPS. SHOULD BE AROUND $325 FOR SOLENOID PACKS AND SERVICE								
27820806	07/28/2010 10:55:10 AM	29287135	07/28/2010	100593	$90.95	PAID	07/28/2010	44418	LAYFIELD MOTORS SERVICE INC (I)
	07/28/2010 10:55 A.M.: DRV CRN SES LITE ON/P0700 P1776 TRANS CODES/IV REFING TO TRANS SHOP AS PER PARAMS/ISSUED FOR DIAG ONLY/								
Message	07/28/2010 10:55:03 AM								
	(#)PO CALL								
27800406	07/26/2010 12:01:55 PM	29267589	07/26/2010	100588	$101.65	PAID	08/05/2010	8271283	MIDTOWN TIRE INC (N)
	07/26/2010 12:02 P.M.: SES LIGHT ON ALSO SMOKE FROM UNDER RR TIRE CHUNK IN TIRE AN BOTH DRY ROTTED IT HAS 14 INCH TIRES ON IT THEY WILL TRY TO LOCATE A TG TIRE IF NOT MAY HAVE TO CALL FA FOR APPROVAL ON A KELLY 07/27/2010 08:35 A.M.: SHP CLLED.. P700 , INTERNAL TRANS ISSUE. MAY NEED REFLASH.- IT IS DRIVABLE AND SHIFTING PROPERLY. THEY ARE NOT ABLE TO FLASH IT HERE AT TG - WOULD NEED TO GO TO MD. THEY WILL INFORM DRIVER								

Questions?

OFM CONTACT INFORMATION

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Allyson Williams	Operations Analyst	allyson.williams@doas.ga.gov
John Wynn	VITAL Administrator	john.wynn@doas.ga.gov
VITAL Help Desk	**1-866-559-9124 or 404-657-6906**	**fms@doas.ga.gov**

THANK YOU FOR COMING!

If you need assistance,

please feel free to contact us.