

# TEAM MEETING MINUTES

## FCPS BUS FACILITY PROJECT

MARCH 17, 2016

### Attendees:

Holly Nelson, Facilities Planner  
Steven Bolling, Bus Driver  
W. Todd Eudy, Bus Driver  
Pam Wein, Budget Accountant  
Mark Maggitti, Fleet Manager  
Tiana Haile, Communication Services  
Brad Ahalt, Senior Project Manager (Construction)  
Ruth Biser, Administrative Assistant, Facilities Planning  
[Tom Buckley, Transportation Manager](#)

### Discussion:

1. Welcome and recap  
Ms. Nelson called the meeting to order at 10:05.
2. Brainstorming for survey questions and interviews with mechanics

Mr. Maggitti informed the group the spring bus inspections will take place the last two weeks of April. Discussion of the survey process and content followed. Ms. Nelson presented proposed questions for the survey of the bus drivers, mechanics and supervisors. Members of the committee added questions and expanded some.

### Questions for bus drivers:

1. What would you need to do your job more efficiently and effectively?
2. How well do you feel you are able to perform your job given the current facilities? What aspects of the facilities are beneficial? What aspects of the facilities are detrimental?
3. How often do you take advantage of quick service? Where?
4. How long do you typically have to wait to talk on the radio?
5. Are there any parts of your bus route that have bad radio reception?

Mr. Maggitti commented on the reception in some areas, and the overcrowding when trying to talk.

6. Where do you park your car/bus? Are parking accommodations adequate? Do you feel safe parking there?
7. What do you do during your breaks? Would you use a centralized break room if it were available? What amenities would you like to have?

Mr. Buckley said the break room is used more on short school days and by those who have Kindergarten routes. Mr. Eudy suggested amenities that drivers would appreciate would be access to computers and a printer.

8. Where do you refuel and how often? Do you have to wait in line for the pump? How long?
9. How often do you wash your bus? Where? Would you utilize wash facilities more often if they were available?

Mr. Eudy stated he was told the washing facility at Montevue is no longer available to school buses. He was told they are too tall for the new system. Mr. Maggitti will follow up on this since he was not aware of this problem.

10. How convenient is the scheduled maintenance? How quickly do you get your bus back? How is the spare process working for you?

Mr. Bolling suggested the questions be multiple choice or fill in the blank in order to make the survey quick to complete. Ms. Wein suggested keep it to about 10 questions. Ms. Haile suggested the most important questions be first in order to be sure to get the most responses to them.

Ms. Nelson stated she will be interviewing the mechanics next week while school is out.

#### Questions for mechanic interviews:

1. What would you need to do your job more efficiently and effectively?
2. How well do you feel you are able to perform your job in the current FCPS bus maintenance facility? What aspects of the facility are beneficial? What aspects of the facility are inadequate or need improvement? What kind of challenges or limitations do you face in performing your job?
3. What would you change about the existing facility to improve your job?
4. How could the work environment be changed to improve your physical and mental health?
5. Do you feel you have enough space to do your job?
6. How is the parts process working? What could be improved?
7. How long does it take to retrieve the tires from the tire storage room?
8. How do you feel about your work shift?
9. How many bays do you think we need to maintain the FCPS fleet?
10. Do you have adequate access to tools?

There was some discussion regarding the need for shower facilities, and sufficient restroom facilities for the number of employees. Ms. Haile asked are there any grants or other funding sources available.

3. Discuss data collected to date.

Ms. Nelson reviewed data and information collected since the last meeting. Mr. Maggitti had provided two articles, one from Colorado and one from New York regarding new, state of the art bus facilities. It was suggested analysis should be done on the current three start times for elementary, middle and high. An analysis of costs related to the change from mixed owned and contracted to all owned buses was suggested.

New York article: <http://www.schoolbusfleet.com/article/711007/shenendehowa-shop-zeroes-in-on-efficiency-turnaround-time>

Colorado article: <http://www.schoolbusfleet.com/article/612161/david-anderson-named-sbf-s-administrator-of-the-year>

Mr. Maggitti provided fleet work order information. For Quick Service there were 3,483 Quick Service work orders costing \$269,000, 12% of the total cost. There were 6700 work orders sent out at a cost of \$2.5 million. Fifty-two percent of work orders are sent out for service. A new facility would reduce the amount of Quick Service, but would not eliminate it. The driving time and wait time make the current service inefficient. Ms. Wein asked is there a way to identify whether the service was done remotely or at the bus facility. Ms. Nelson asked how many buses are sent off site every day. Mr. Bolling asked are there certain things that have to be performed inside. What are the limits to servicing buses outside the shop. Could a pavilion work. Mr. Maggitti said the new facility should include two quick service bays.

Out of service buses average 29 out of service per day. A reduction of the need for spare buses would be a savings. Mr. Maggitti added that a look at the cost to repair and maintain extended life buses should be done. Ms. Nelson asked is there a way to link to the maintenance of buses to see how much maintenance is required of the older buses versus the new. Mr. Bolling added that a comparison of the cost per year would also be good. Mr. Maggitti said we can compare the cost of maintenance per year per bus. However, the newer buses require higher maintenance than the older buses due to new technologies.

A comparison of subcontracted repairs versus what could be done in house shows we could have a savings of \$140,000, or 1/3 of the current cost. Ms. Nelson added that a cost comparison should be done for when the mechanic for the white fleet is out. Mr. Maggitti said the savings would also be about 1/3.

Ms. Wein provided information on the amount of fueling is done at the various fueling sites. Forty-two percent of the buses are fueled at Hayward Road.

Ms. Nelson presented information on the effects of population growth on the bus system. There is an average of 20% growth in the student population. Mr. Maggitti added there is an increase in the transitional busing.

The Bus Garage was built in the 1950's. There is parking for 96 buses at the annex. We have a fleet of 430(?) buses. There are 150 buses that are parked at drivers' homes. There are 93 buses parked at schools, but this is where the vandalism is greater. We lose a lot of batteries from these buses. We have 339 active bus routes.

#### 4. Assign additional data collection responsibilities

Tom will look into how surveillance video information is collected for the buses. This is mostly hand written data. The city is the primary location of problems. We have cameras, but they are now more than 8 years old. We will look at this year's data. Mr. Buckley stated the camera crew took videos of the shop and quick service lanes. Ms. Haile suggested if you see a problem, take a picture and send it to Jeremy. He has asked for guidance as to the focus of the video.

#### 5. Next Steps

Ms. Nelson stated a trip is being planned to the Baltimore County Public Schools new bus facility, and to the new Baltimore City garage for March 31. Also, a trip to the Washington County Public Schools bus facility for April 7. This trip may also include another bus facility in Washington County.