



## Agency Priority Goal Action Plan

# Expansion of Centralized Services

### Goal Leaders:

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# Overview

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## Goal Statement

- GSA will develop and expand common solutions and service offerings for mission-support services, driving more efficient and effective processes that help agencies maximize mission delivery. Specifically, to eliminate redundancies and reduce government-wide fleet costs, GSA's Fleet program will partner with agencies to study their vehicle inventories to identify savings and efficiency opportunities, reviewing 25,000 vehicles annually in FY18 and FY19 and consolidating 500 and 5,000 vehicles, respectively, pending study results.

## Challenge

- Government-wide motor vehicle management is disaggregated, often leading to redundancies and operational inefficiencies.

# Overview

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## Opportunity

- Currently, GSA Fleet leases more than 215,000 vehicles to federal agencies, which represents approximately 1/2 of the non-postal federal fleet. Agencies continue to make buy vs. lease decisions internally and reach out to GSA when they wish to convert to GSA Fleet leased vehicles. This approach may be leading to missed opportunities for reducing costs, and improving operational efficiencies.
- Conduct independent cost comparison studies to determine if it is more cost advantageous for agency-owned vehicles to be converted to GSA Fleet leased vehicles. A third party will be utilized to provide an unbiased determination of the most cost effective source of fleet management services, as well as other cost-saving opportunities such as car sharing.

# Goal Structure & Strategies

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GSA will conduct studies of six agency fleets (Homeland Security, Air Force, Army, Veterans Affairs, Energy, and Army Corps of Engineers) in FY18. Five additional agencies will be studied in FY 2019 with four more studied in FY 2020. GSA will use an independent consultant to conduct all of the studies on GSA's behalf. The studies will include a lease vs. own analysis to determine if leasing from GSA is more cost effective. The studies will also include a review of each agency's fleet operation to identify other opportunities for savings and for improvement in fleet management.

If the study results indicate that it is more cost effective to lease from GSA, the first agency-owned vehicles will be consolidated into the GSA fleet beginning in FY19. Full consolidation efforts are expected to take several years.

Success of the effort is dependent on the agencies participating in and cooperating with the study effort, and following through to consolidate their vehicles if studies indicate that is the most cost-effective course of action for the government. Support from OMB to ensure agencies fully cooperate will be essential if the goals are to be reached.

# Summary of Progress – FY18 Q3

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## **Acquisition and Scope of Work:**

- o Task order awarded on May 8th to develop a study playbook and conduct 15 agency fleet studies from FY 2018-2020. The playbook, which was completed on July 6th, will be used to provide a consistent approach and methodology to assess agency motor vehicle fleets.

## **Initiating Vehicle Studies with Agency Partners:**

- o Study kick off meetings were conducted between July 9-13 with the Department of Homeland Security, Air Force, Army, Veterans Affairs, Energy, and Army Corps of Engineers.

# Key Milestones

The GSA Fleet program has set forth an ambitious schedule to procure third-party services to conduct motor vehicle studies, partner with agencies to begin the studies, and provide the best solution for current and future fleet management needs.

Milestone Summary			
Key Milestone	Milestone Due Date	Milestone Status	Comments
Award BPA for consulting support	Q2 FY 2018	Complete	BPA set up with multiple firms participating
Award Task Order for Studies	Q3 FY 2018	Complete	Task order awarded on May 8th to conduct all motor vehicle fleet studies.
First round of motor vehicle consolidation studies underway	Q3 FY 2018	Complete	Study playbook completed on July 6th. Initial agency kick off meetings were held with six agencies the week of July 9th.
First round of motor vehicle consolidation studies completed	Q1 FY 2019	On Track	
Determination of motor vehicles to consolidate from first study	Q2 FY 2019	On Track	
Second round of motor vehicle consolidation studies underway	Q2 FY 2019	On Track	
Finalize first round of motor vehicle consolidations	Q1 FY 2020	On Track	

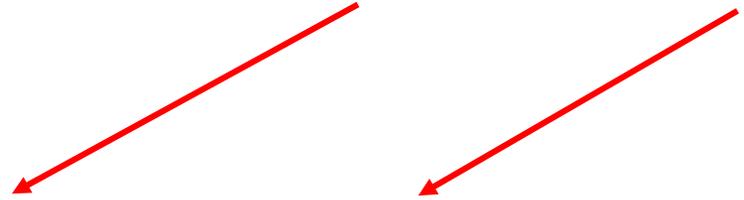
# Key Milestones (continued)

Milestone Summary			
Key Milestone	Milestone Due Date	Milestone Status	Comments
Second round of vehicle consolidation studies completed	Q1 FY 2020	On Track	
Determination of motor vehicles to consolidate from the second study	Q2 FY 2020	On Track	
Third round of motor vehicle consolidation studies underway	Q2 FY 2020	On Track	
Finalize second round of motor vehicle consolidations	Q1 FY 2021	On Track	
Third round of vehicle consolidation studies completed	Q1 FY 2021	On Track	
Determination of motor vehicles to consolidate from the third study	Q2 FY 2021	On Track	
Finalize third round of motor vehicle consolidations	Q1 FY 2022	On Track	

# Key Indicators

## Vehicles Under Study

Number of Vehicles Under Study			
FY16 Results	FY17 Results	FY18 Target	FY19 Target
n/a	n/a	25,000	25,000



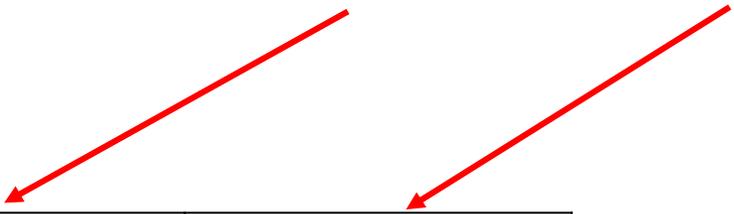
	FY 2018 Results	FY 2019 Results
Q1	0	
Q2	0	
Q3	0*	
Q4		

*\* Initial agency kick-off meetings were held beginning the week of July 9th. The vehicles studied within these agencies will be reflected in the Q4 update.*

# Key Indicators

## Vehicles Consolidated

Number of Vehicles Consolidated			
FY16 Results	FY17 Results	FY18 Target	FY19 Target
1,136	911	500	5,000



	FY 2018 Results*	FY 2019 Results
Q1	105	
Q2	74	
Q3	429	
Q4		

\* Current FY 2018 consolidations are not related to the Agency Reform Plan study effort; they represent existing consolidation efforts that are part of ongoing operations.

# Data Accuracy and Reliability

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GSA is confident in our data capture for the number of vehicles consolidated and the number of vehicles that we study.

As studies of agency fleet vehicles begin, GSA has the following concerns with data accuracy and reliability and is actively engaging agencies to mitigate risk:

- Completeness and accuracy of agency fleet data;
- Based on initial interviews there appears to be a wide range of fleet management systems capabilities which may hinder data quality and comparability; and
- Poor/insufficient data may prevent the contractor from completing a lease vs. own analysis that is sufficient for making a decision on whether to consolidate owned vehicles into GSA's leased fleet. GSA and the agencies will work diligently to identify useful source data from any available source. Qualitative factors from the review of the agency's fleet operation will also be used.

GSA data capture through vehicle study process:

- Data regarding the number of vehicles studied will come from the completed studies; and
- Data on the number of vehicles consolidated into the GSA fleet will be dependent upon study outcomes. Once vehicles are consolidated, GSA Fleet will have detailed data in its Fleet Management System.

# Additional Information

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## Contributing Programs

### Organizations:

- o GSA, Office of Fleet Management - lead organization on studies and any resulting vehicle consolidations
- o Office of Management and Budget - oversight ensuring agency compliance with studies and consolidations
- o For FY18: Homeland Security, Air Force, Army, Veterans Affairs, Energy and Army Corps of Engineers - participation in and cooperation with the study effort and implementing recommendations

### Program Activities:

- o Within Studied Agencies: Fleet management, Finance/Budget, Property Management, and Executive leadership
- o Within GSA: Office of Fleet Management, Office of the Chief Financial Officer, FAS Executive Leadership

### Regulations:

- o Implementation of consolidations does not require regulatory change

## Stakeholder / Congressional Consultations

No consultations held with Congress or other stakeholders beyond OMB and the agencies being studied