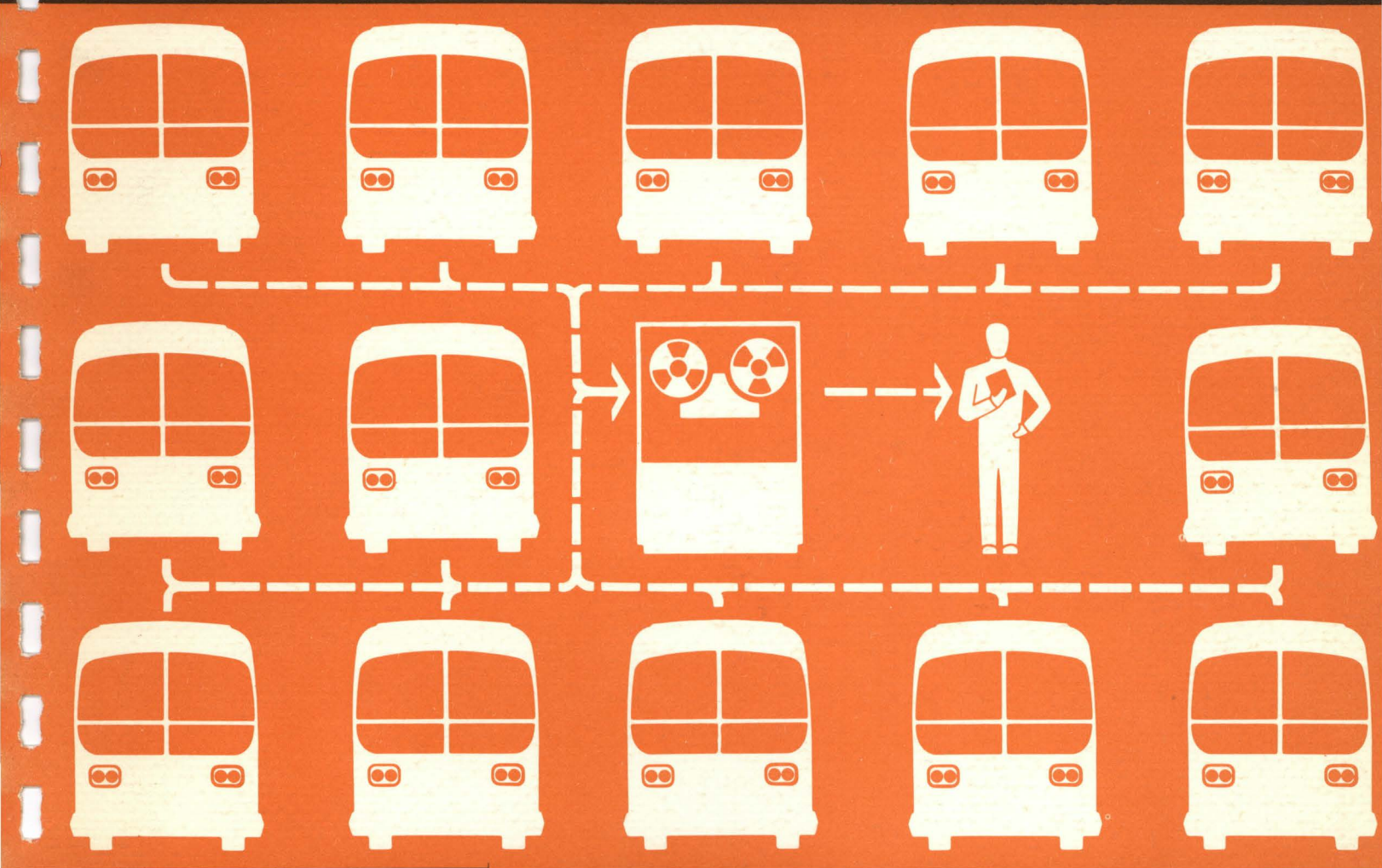
The Sims Demonstration Project at the Dallas Transit System

Volume 2
Sims System Evaluation (Preliminary)



DTS
DALLAS TRANSIT SYSTEM

Prepared by
S & A Systems

In Cooperation with the Urban Mass Transportation Administration

THE SIMS DEMONSTRATION PROJECT

AT THE

DALLAS TRANSIT SYSTEM

VOLUME II

SYSTEM EVALUATION & SUPPORT DATA

Prepared for

Dallas Transit System

City of Dallas, Texas

In cooperation with

U.S. Department of Transportation

Urban Mass Transportation Administration

(TEX-MTD-3)

by

S & A Systems, Inc.

March 31, 1974

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1.0 Summary and Recommendations

1.0 SUMMARY AND RECOMMENDATIONS

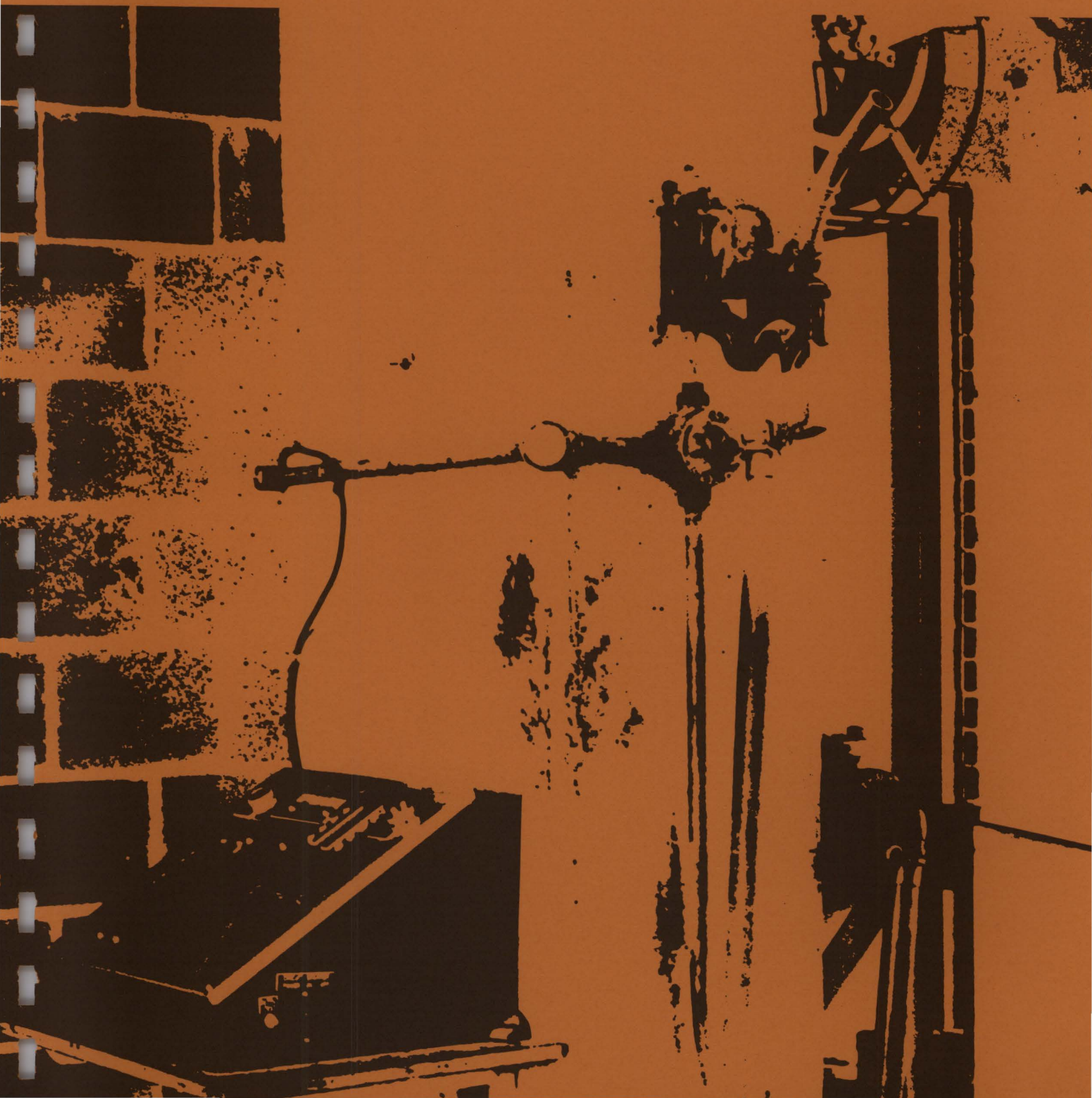
The SIMS programs appear to be working well and error free. The Service/Unit Change system has undergone fairly close observation over a long period of time. The Inventory and Repair Cost systems are in the early stages of operational checkout. The modifications made by Mitre in 1973 have resulted in very real operating economies.

A few changes in data and reports would be of value. Some of these possible changes are being studied for implementation.

The following are recommended so that Dallas Transit can realize more fully the potential benefits of the SIMS programs and reports:

(a) Adopt the SIMS system, using it to replace many current manual reports, as each section can be completely verified.
(b) Add all D.T.S. inventory to SIMS, including direct charge items.
(c) Replace the current data collection system with more modern equipment.
(d) Improve the handling of data with either in-house equipment or with telecommunication equipment linked to a remote servicing agency.
(e) Add SURTRAN to the SIMS records.

2.0 Technical Evaluation



2.0 TECHNICAL EVALUATION

This section contains a summary of the SIMS System and an evaluation of the system as installed and operating at Dallas Transit as of February 28, 1974. The SIMS System was developed by personnel from the MITRE Corporation under the direction of the U.S. Urban Mass Transportation Administration. It became evident when reviewing the earlier TRANSMAN System, that to be cost/effective a new software system would have to be written.

The following sections describe the SIMS System as it is operating at Dallas Transit on February 28, 1974.

2.1 EQUIPMENT AND SYSTEM OPERATION

Production of the Daily Reports requires the following operations to be accomplished in sequential steps each day. (See Figure 2-1.)

1. Automatic collection of service data on punched paper tape.
2. Conversion of punched paper tape data generated by data collectors to magnetic tape. (9-track magnetic tape unit)
3. Keying miles data directly onto the 9-track magnetic tape.
4. Sending the data tapes to the Data Services Department by messenger.
5. Running of the SIMS package at the City of Dallas Computer Center.
6. Returning the finished reports to Dallas Transit.

A problem in any of the preceeding steps can cause a delay in the production of the daily reports. The first four steps in the sequential process are controlled by Dallas Transit.

The production of punched paper tape records for the bus servicing transactions has been the most consistent problem since mid-1973. Incomplete bus numbers and not having the character Z in the end-of-message position have caused the more recent problems. The pushbutton switches used for bus number entry appear to be in need of replacement. Prior to the problem with the pushbuttons, all of the unipulser digital readouts had to be replaced due to age related failures. The numerous switching functions in these data collectors leave them particularly open to electrical failure in an adverse environment such as a bus servicing area. The maintenance of this particular data collector design would not be difficult for electrical repairmen who regularly deal with electronics of this type; general building maintenance personnel do not have adequate training or experience to make prompt repairs on data collection equipment.

The production of the magnetic tapes has been handled very efficiently; numerous factors affecting the messenger's schedule often delays delivery of the tapes to Data Services. Occasional delays are experienced in the processing of data at the City computer center. Delays in processing are the type usually experienced with a data center of this type, due to varying computer system loading and priorities established by the computer center.

The current system is operating reasonably well; however, it is inefficient for daily operation, requiring too many time-consuming steps — converting paper tape files to magnetic tape files, physically transporting paper tapes to the accounting department and the magnetic tapes to a downtown processing center, setting up the job, and running the job in an environment that will likely allow only one attempt per day at the current day's run.

To improve daily cycle processing, the following are recommended:

- Improved data collector system with better reliability and increased capabilities.
- "In-House" computer operation with control over scheduling of jobs, or
- "In-House" telecommunication equipment with service by a remote computer facility.

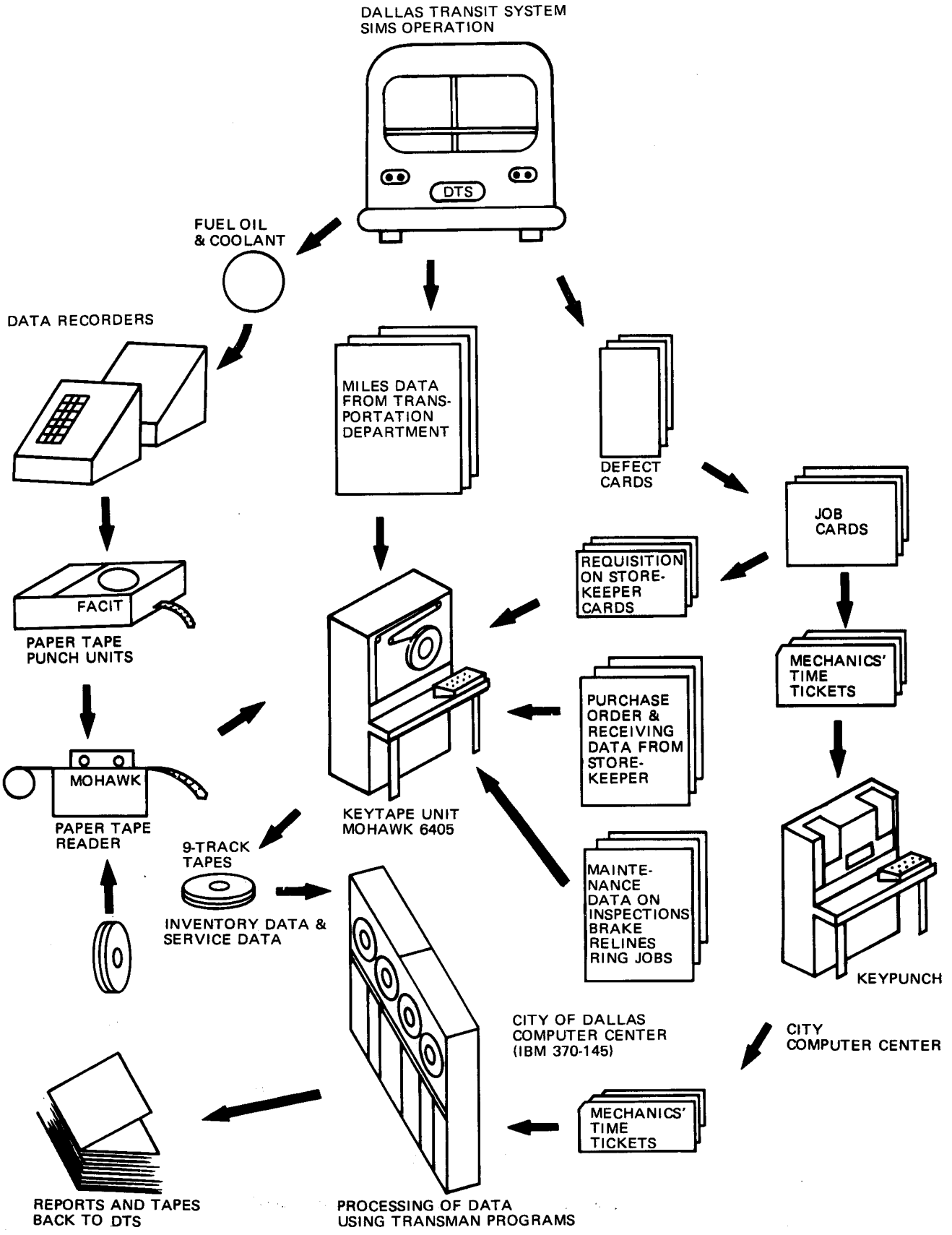

DALLAS TRANSIT SYSTEM
SIMS OPERATION
DTS
FUEL OIL
& COOLANT
DATA RECORDERS
MILES DATA
FROM TRANS-
PORTATION
DEPARTMENT
DEFECT
CARDS
JOB
CARDS
REQUISITION
ON STORE-
KEEPER
CARDS
FACIT
PAPER TAPE
PUNCH UNITS
MECHANICS'
TIME
TICKETS
PURCHASE
ORDER &
RECEIVING
DATA FROM
STORE-
KEEPER
MOHAWK
PAPER TAPE
READER
KEYTAPE UNIT
MOHAWK 6405
9-TRACK
TAPES
MAINTE-
NANCE
DATA ON
INSPECTIONS
BRAKE
RELINES
RING JOBS
KEYPUNCH
INVENTORY DATA &
SERVICE DATA
CITY OF DALLAS
COMPUTER CENTER
(IBM 370-145)
CITY
COMPUTER CENTER
MECHANICS'
TIME
TICKETS
REPORTS AND TAPES
BACK TO DTS
PROCESSING OF DATA
USING TRANSMAN PROGRAMS

Figure 2-1

It will also be necessary to have technical support service for operating and maintaining the system at a level comparable to that provided by competent service companies.

2.2 COMPUTER SOFTWARE

The original computer programs were developed by Kent State University for the TRANSMAN system for use on a small Honeywell computer. These original programs were developed for the small tape-oriented computer and required a large amount of operator intervention.

When the MITRE Corporation assumed the responsibility for TRANSMAN they converted the program to allow running on an IBM computer and wrote an executive system to allow all of the jobs to be processed in one job stream with no operator intervention. The converted system did not perform with the efficiency at which large modern computers are capable. The decision to develop a system predicated on modern data processing facility followed.

The new SIMS programs have shown themselves to be highly efficient at sorting and tracking bus mileages, bus inspections, and unit changes. The inventory programs automatically file data on each of several thousand parts in stores, update the files for parts received and parts used, and print reorder reports for parts when stock levels are too low. The new maintenance cost program accurately tabulates and adds costs by labor and by parts, as used in each of Dallas Transit's shops. The continued improvement in operating efficiency of each updated version of the SIMS programs is reflected in the monthly operating costs shown in Section 3.0.

2.3 REPORTS

Complete descriptions of the reports produced by the current SIMS System have been documented by MITRE and can be found in their publications MTR-6512, MTR-6412, and MTR-6580. A description of each report and a sample copy of each report produced, with the exception of edit reports and update listings, can be found in Appendix A of this report. Reports are printed on three-part paper. The report analysis forms in Appendix B trace the flow, use, and final disposition of each copy of each report.

The accuracy of the miles reports has been verified and the fuel and oil reports appear to be accurate within the tolerances of the gauges used and data collector maintenance reliability.

Improved inspection scheduling is one of the most important benefits realized by the SIMS reports. The inspection interval is set by the combined results of studies on oil analysis and equipment failure analysis. The closer the inspections can be performed to the schedule, the longer the schedule intervals can be safely stretched. Figures 2-2 and 2-3 show a comparison between the actual inspection intervals in 1971 before SIMS and in 1973 with SIMS, at the East Dallas Inspection Garage. By Dallas Transit's evaluation, an interval of 10,000 miles could result in damage from improper lubrication and should definitely be avoided; the bar chart shows that the seventeen occurrences of 10,000+ mile inspections in 1971 were cut to one occurrence in 1973 through the use of SIMS scheduling. Besides reducing high mileage inspections in 1973, the number of premature inspections dropped to 30% of the 1971 level.

The accuracy of maintenance system reports on inspections, ring jobs, and brake jobs performed appear to be completely accurate. The report "Brake Jobs Done for M-Y" has one part which needs to be changed to maintain the logic of the report and to provide an important maintenance function. The "Brake Jobs Done" reports lists all buses receiving a brake job during the past month. The report lists bus number, date of reline, type of reline job, lining code, total miles for the bus, and service miles from the last reline.

The manually prepared "Brake Status" report has been difficult to prepare and edit accurately; due to the large span between upper and lower limits, errors do not tend to be "obvious." In preparing a "Brake Status" report, the report from the previous month is used as a source document, causing simple typing errors to pyramid. Figure 2-4 shows a comparison between the December 1973 reports prepared manually and by SIMS. The "failure to update" errors in the SIMS report could have been eliminated by cross checking the number of brake jobs submitted to key tape with the number known to have been performed.

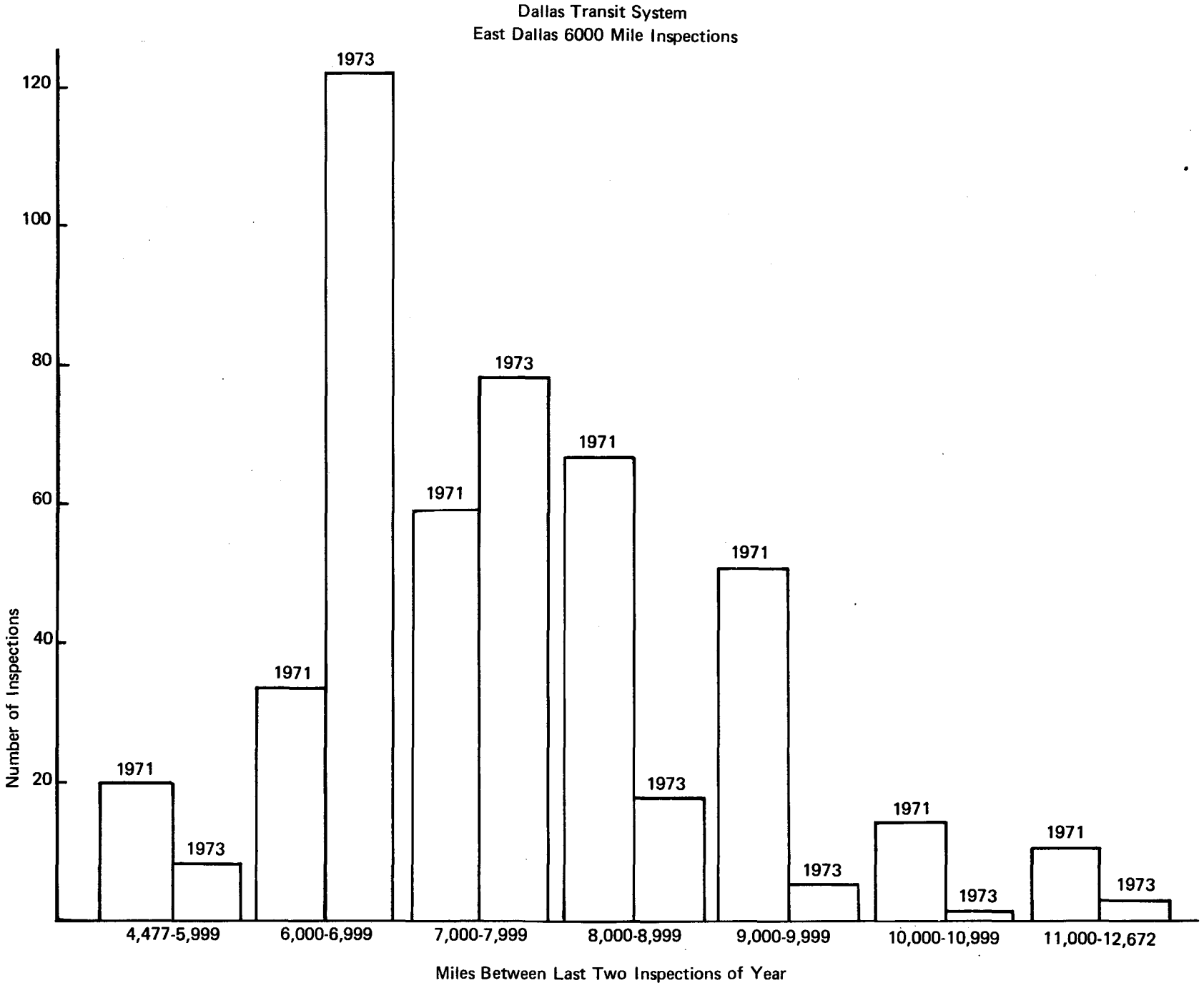

Dallas Transit System
East Dallas 6000 Mile Inspections
Number of Inspections
120
100
80
60
40
20
1971
1973
4,477-5,999
6,000-6,999
7,000-7,999
8,000-8,999
9,000-9,999
10,000-10,999
11,000-12,672
Miles Between Last Two Inspections of Year

Figure 2-2

The inventory reports are currently under study. At this time there are no apparent software or report problems. Some changes, including direct charge items, are being considered for inclusion in the system.

The maintenance cost reports have been operating for such a brief period that their accuracy has not been completely established; however, there is no evidence of software problems. One edit report presently requires considerable time to check, correct, and reformat for keypunch; the "Labor Transaction Edit List for Processing Date M.D.Y" would be greatly improved if it were printed in the same format used for keypunch entry. This lengthy edit listing, if reformated with headings, could be corrected and used as the source document.

2.4 EXPANSION CAPABILITIES

The usefulness of the SIMS Service System can be enhanced by the modification of existing reports and the addition of new reports for Dallas Transit. It should be noted that the basic SIMS package is designed for use by city transit in general and is not a custom job for Dallas Transit. The degree of specialization can, in part, be determined by the user.

The computer files maintained by SIMS provide the basic capacity for additional types of data from maintenance and inventory as well as additional reports. The constraints on such changes vary, but a great many could be made inexpensively.

Perhaps the most significant change available is the possibility of adding SURTRAN to the SIMS data. The Dallas Transit and SURTRAN accounts are separated, but are almost identical in nature. The SIMS reports separate maintenance costs by operating divisions, thus SURTRAN might well be treated as a third operating division in the SIMS reports without detracting from the necessity for account segregation. Identity is made possible by records which key on bus numbers, account numbers, part numbers and employee numbers, all of which are unique within the total structure.

Ultimately, SIMS data could be the input for a computerized accounting system.

East Dallas 6,000 Mile Bus Inspection
(Miles between last two inspections of the year)

Bus #	1971	1973	Bus #	1971	1973	Bus #	1971	1973	Bus #	1971	1973
2	7,706	–	283	9,583	7,019	435	5,898	7,492	633		9,547
47	8,524	-sold-	284	8,378	7,039	436	5,880	7,366	634		8,065
50	7,794	-sold-	285	11,602	6,399	437	5,363	7,054	635		7,340
52	7,722	6,636	286	9,771	6,428	438	7,937	7,223	636		6,976
53	7,836	6,479	287	9,473	6,234	439	6,582	7,065	637		7,512
58	8,762	6,305	288	8,022	7,123	440	8,078	6,826	638		7,746
59	7,378	-sold-	289	8,598	6,759	441	5,236	6,818	639		8,037
62	8,985	6,582	290	9,667	6,588	442	6,704	6,677	640		7,330
69	8,574	6,564	291	9,482	7,661	443	7,352	6,898	641		7,929
72	8,859	6,289	292	9,421	7,261	444	6,332	8,178	642		7,761
74	9,486	6,639	293	12,672	8,658	445	6,050	7,538	643		7,054
75	9,434	5,798	294	8,492	-9K-	446	7,086	7,843	644		8,755
79	9,322	-sold-	295	10,399	7,444	447	7,865	7,182	645		6,538
80	7,474	6,474	296	9,281	7,844	448	5,943	7,439	646		6,564
81	8,250	7,069	297	9,445	6,348	449	7,230	8,016	647		5,653
83	8,120	-sold-	298	8,462	7,422	453	9,247	7,127	648		6,164
84	8,029	-sold-	299	9,631	7,679	454	8,008	7,064	649		6,291
93	7,866	6,960	337	5,826	6,370	455	10,652	8,062	650		8,079
95	5,813	–	338	8,472	7,161	456	7,957	7,753			
101	8,434	–	339	8,751	7,874	457	9,210	8,062		1,886,279	1,630,627
102	9,823	6,100	340	8,260	-9K-	458	8,554	8,478			
103	9,144	6,507	341	7,584	6,744	459	7,834	6,597			
104	7,977	6,188	342	5,956	6,101	460	10,501	7,004		1,886,279 =	1,630,627 =
105	7,231	6,193	343	7,102	6,835	461	7,978	6,904		233	232
106	8,329	–	344	8,154	6,494	462	10,368	6,807			
107	9,170	7,129	345	8,720	6,379	463	11,107	6,845		8,095	7,028
108	8,868	7,220	346	7,465	6,393	464	8,165	7,127			
109	7,582	6,426	347	6,692	6,622	465	8,252	7,351			
110	8,509	7,374	348	6,727	6,372	466	8,358	7,501			
111	7,695	6,900	349	6,395	6,509	467	6,451	7,082			
112	6,077	6,775	350	6,237	6,966	468	7,321	7,303			
113	8,960	6,799	351	7,173	6,639	469	7,727	6,552			
114	6,826	6,929	352	6,351	6,416	470	7,171	-9K-			
115	9,222	6,103	353	7,032	6,171	471	7,963	7,440			
116	7,110	6,627	354	5,443	6,371	472	7,961	7,761			
117	9,451	6,326	355	8,473	6,814	473	9,420	9,560			
118	6,815	6,368	356	5,884	6,646	474	8,043	8,032			
119	9,865	7,400	357	6,508	6,586	475	7,949	6,656			
120	8,805	6,348	358	7,262	7,270	476	7,686	5,308			

Figure 2-3

239	7,473	6,824	359	5,697	6,984	477	6,846	6,950
240	9,603	6,477	360	6,433	6,579	478	8,561	6,778
241	8,183	6,526	361	8,715	7,306	479	7,055	6,958
242	8,609	-9K-	362	9,356	6,299	480	7,918	8,361
243	10,475	-9K-	363	8,402	7,205	481	5,893	6,622
244	7,790	-9K-	364	8,340	6,028	482	7,753	7,020
245	7,739	-9K-	365	8,622	6,696	483	7,279	7,934
246	8,438	-9K-	366	7,385	6,489	484	8,728	7,291
247	7,059	-9K-	367	9,160	6,700	485	10,241	-9K-
248	11,250	-9K-	368	8,369	6,706	486	9,000	-9K-
249	9,221	-9K-	369	7,596	6,400	487	9,677	-9K-
250	8,276	-9K-	370	10,638	-9K-	488	5,860	7,243
251	8,885	-9K-	371	6,916	6,726	489	6,153	7,672
252	9,474	-9K-	372	8,355	6,457	490	6,060	6,528
253	6,409	6,820	373	7,509	7,841	491	5,809	7,395
254	7,606	6,443	374	8,354	7,526	492	7,085	6,863
255	8,947	5,999	375	8,251	7,972	493	6,793	7,716
256	9,486	6,215	376	8,971	6,880	494	7,289	7,480
257	8,499	6,299	377	7,424	6,577	495	7,031	6,407
258	6,954	6,612	378	8,654	6,551	496	5,656	7,430
259	9,445	7,360	379	8,945	6,788	497	6,758	6,937
260	9,365	6,856	380	9,237	6,722	498	5,100	6,217
261	8,371	6,537	381	7,444	6,814	499	5,488	6,612
262	6,583	6,573	382	7,764	-9K-	501	9,848	-9K-
263	8,609	-9K-	383	8,638	6,950	502	4,477	6,329
264	6,584	7,015	384	8,125	6,726	503	5,886	6,215
265	10,658	7,164	385	6,760	-9K-	616		7,113
266	7,264	7,746	386	5,977	6,395	617		8,548
267	7,578	7,100	387	8,564	6,618	618		7,479
268	8,318	6,241	388	6,446	6,453	619		8,191
269	8,239	8,084	389	7,753	6,735	620		8,221
270	6,739	7,224	390	11,772	6,296	621		8,470
271	8,693	7,384	391	8,440	6,671	622		7,326
272	11,283	7,194	392	8,482	6,192	623		7,560
273	9,143	7,656	393	7,722	6,335	624		7,991
274	9,385	7,414	394	8,297	6,590	625		7,261
275	10,306	7,830	395	8,131	6,838	626		11,349
276	9,572	7,184	396	9,226	7,134	627		6,670
277	8,841	7,720	397	7,127	6,954	628		7,071
278	9,535	7,247	398	8,502	6,828	629		5,731
279	8,798	6,603	399	7,877	7,603	630		7,879
280	10,599	-9K-	433	6,317	5,242	631		9,002
281	7,982	6,277	434	8,448	6,940	632		8,250
282	8,458	6,704						

COMPARISON OF SIMS BRAKE STATUS REPORT AND MANUAL BRAKE STATUS REPORT

		A	B	C	D	E	
Bus No.	Brake Reline Date	Total Miles 12-31-73	Total Miles at Reline	A-B	SIMS Report 12-31-73	Manual Report 12-31-73	Comments
8	07-12-72	389,615	350,974	38,641	38,641	48,641	Error in manual report
80	12-18-73	390,760	390,173	587	55,399	587	SIMS not updated for brake job
113	04-18-72	381,366	343,780	37,586	13,803	36,611	Error in manual report, SIMS incorrectly initialed at 364,755
124	10-30-73	368,300	362,765	5,535	57,630	5,535	SIMS not updated for brake job.
209	11-30-73	324,281	320,091	4,190	4,190	2,644	Error in manual report
273	12-20-72	293,166	261,191	31,975	31,975	23,299	Error in manual report
276	06-15-72	291,169	242,230	48,939	48,939	26,764	Error in manual report
307	12-03-73	205,322	201,987	3,335	3,335	4,285	Error in manual report
338	02-17-70	160,726	66,716	94,010	94,010	91,310	Error in manual report
352	03-28-72	150,699	120,542	30,157	30,157	40,157	Error in manual report
363	04-07-70	148,083	67,733	80,350	80,307	100,350	Error in manual report - Unresolved 43 mile error in SIMS
364	05-22-70	151,325	69,798	81,527	81,527	31,515	Error in manual report
373	05-17-72	167,533	122,104	45,449	45,449	95,449	Error in manual report
374	12-11-70	164,323	85,238	79,085	79,085	39,110	Error in manual report
413	11-02-71	172,506	108,661	63,845	63,845	52,619	Error in manual report
426	11-07-73	162,925	158,328	4,597	99,118	4,578	Error in manual report - SIMS not updated for brake job
505	03-23-73	156,632	136,383	20,249	20,249	25,249	Error in manual report
512	10-30-72	157,250	122,148	35,102	35,102	27,102	Error in manual report
624	04-06-73	108,284	64,316	43,968	43,968	39,598	Error in manual report
647	original	68,681	-0-	68,681	66,887	68,851	Error in manual report SIMS incorrectly initialed

Figure 2-4

3.0 Cost Analysis

3.0 COST ANALYSIS

This section presents the monthly operating costs incurred with the SIMS system.

Also contained in this section is an analysis of the cost of producing an equivalent set of reports by existing manual methods.

3.1 OPERATING COST

The SIMS service system was first installed in May, 1972. Operational problems were encountered in May, causing MITRE to process SIMS at their McLean, Virginia location for several weeks before returning for re-installation on July 10, 1972. The inventory system was installed in February, 1973. In July, 1973, MITRE installed a modified service system which added units history and reduced the number of daily service records retained on file. The repair cost programs were installed in November, 1973. Table 3-1 shows the monthly operating costs for SIMS, including rental of the Mohawk keytape equipment and notations on operations. Table 3-2 provides the current O.S. billing algorithm for services provided by the Data Services Department.

3.2 COST OF MANUAL REPORTS AND SIMS REPORTS

To establish the costs of the existing manual systems which might be replaced by SIMS, an average clerk's base salary is approximately $600.00 per month plus 26.8% in fringe benefits. Cost figures for clerical time are based on $760.80 per month, for an average of approximately $4.50 per hour.

The information in Table 3-3 was calculated using the hourly cost of $4.50 per clerk-hour, times required for report generation, and the information contained in the report analysis forms in Appendix B. Table 3-3 shows that SIMS can produce the specified functions for a net cost of $1090.87 per month less than the current costs involved in fulfilling these same tasks. It must be remembered that the SIMS reports go far beyond those currently generated at Dallas Transit; this additional material would require an additional 1,000 clerk hours by conservative estimate. The real value of the SIMS reports cannot be estimated in terms of clerk-hours vs. data processing costs, but rather in terms of:

(1) Improved operating budgets
(2) Reduced inventory costs
(3) Improved work scheduling
(4) Better maintenance decisions

Table 3-1. Monthly Operating Cost

Month		City of Dallas Data Services Dept. Billing	Mohawk Keytape Lease	Total	Events
July	1972	$ 604.91	$ 289.08	$ 893.99	SIMS Service program installed
August		913.77	289.08	1,202.85	Data Services changed from OS-MVT to OS-MFT
September		586.64	289.08	875.72	Tape read problems
October		841.04	289.08	1,130.12	
November		726.88	289.08	1,015.96	
December		505.72	289.08	794.80	
January	1973	823.39	289.08	1,112.47	Disk overflow
February		638.45	289.08	927.53	SIMS Inventory program installed
March		799.74	289.08	1,088.82	
April		752.59	289.08	1,041.67	
May		699.14	289.08	988.22	
June		733.79	290.08	1,023.87	
July		527.10	290.08	817.18	Modified Service program and added Units program
August		448.76	290.08	738.84	
September		313.04	290.08	603.12	
October		374.85	290.08	664.93	
November		435.16	290.08	725.24	Installed Maintenance Cost program
December		273.45	290.08	563.53	
18 Mo. Totals		$10,998.42	$5,210.44	$16,208.86	

*Note: reduction in data processing costs following July 1973 system modification

TABLE 3-2. City of Dallas Computer Service Billing Algorithm*

Job Cost	$1.00 per program
Step Cost	$0.25 per step
Print Cost	$0.50 per thousand lines
Tape Excp	$0.50 per thousand
Disk Excp	$0.80 per thousand
CPU Time	$50.00 per hour for first 100 K of Core
Additional Core	$3.00 per hour for each additional 10K or fraction thereof

*Effective June 1, 1972

TABLE 3-3. Cost of Dallas Transit System Record and Reports Replaceable by SIMS

	Clerk Hours	Monthly Cost	
DTS Records and Reports Completely Replaced by SIMS:			
Daily Mileage Records	160	$ 720.00	
Mileage, Inspection, Fuel, and Oil Book	140	630.00	
Monthly Engine Oil Report	24	108.00	
Monthly Bus Performance Data Report	24	108.00	
Monthly Brake Reline Report	16	72.00	
Inventory Cardex Files and Reorder Notices	120	540.00	
Coach Operating Expense by Bus Groups Report	24	108.00	$2,286.00
DTS Records and Reports Partially Replaced by SIMS:			
Maintenance Records and Reports	10	45.00	
Inventory Records and Reports	40	180.00	225.00
SIMS Input/Output Control: (less)			
Storeroom I/O Control	40	180.00	
Maintenance I/O Control	40	180.00	
Keytape and Paper Tape Conversion	90	405.00	(765.00)
Data Processing Costs: (Less)			
Mohawk Keytape Rental		290.08	
Data Services OS Charges, Average of Last 3 Months (Dec. $273.45)+(Jan. $476.07)+(Feb. $345.64) ÷ 3		365.05	(655.13)
CURRENT MONTHLY NET COST ADVANTAGE OF SIMS			$1,090.87
Additional Records and Reports from SIMS: (Estimate)			
Records and Reports not Otherwise Available	1000	4,500.00	4,500.00
POTENTIAL MONTHLY NET COST ADVANTAGE OF SIMS			$5,590.87

*Labor @ $4.50 hr.

REFERENCES

The Mitre Corporation, SIMS Service/Unit Change, Computer System Description, MTR 6512, October 1973

The Mitre Corporation, SIMS Service/Unit Change, Computer System Description — Program Listings, MTR-6512, Supp. 1, October 1973.

The Mitre Corporation, SIMS Inventory System, Computer Program Description, MTR-6412, May 1973.

The Mitre Corporation, SIMS Inventory System, Computer Program Description — Program Listings, MTR-6412, Supp. 1, May 1973.

The Mitre Corporation, SIMS Repair Cost, Computer System Description, MTR-6580, December 1973.

The Mitre Corporation, SIMS Repair Cost, Computer System Description — Program Listings, MTR-6580, Supp. 1, December 1973.

All reports referenced were written by the Mitre Corporation as documentation for the SIMS software and reports.

Appendix A Reports Produced [redacted]

APPENDIX A

A.1 SERVICE SYSTEM PROGRAMS AND REPORTS

A.1.1 Record Edit and Update Reports

"Rejected Service Data Collector Records for Processing Date M-D-Y"

This program checks records, which have been identified as data collector records, for correct record length and for the character Z in the last position. Any data collector record not meeting these criteria is printed out in its entirety with a notation about the type of error. The report is used to correct fuel and oil records and to isolate faulty data collectors for maintenance.

"Service Transaction Edit List for Processing Date M-D-Y"

This report lists all service/unit change records which have been identified as to type of record but do not pass the program's system of logic and/or constant checks. The edited records are printed with the record type on the left, followed by the record as entered, and has an asterisk under the field in question, or a descriptive notation. The I/O clerk uses this report to correct and reenter these transactions.

"Unresolved Codes and Edit List for Processing Date M-D-Y"

This report lists all service/unit change records which could not be identified by the record transaction code entered. The edit program prints the message "unresolved code" on the left and the record as entered on the right. The I/O clerk uses this report to attempt to determine the correct transaction code, so that the correct record can be entered.

"Service Data Collector Record Summary for Processing Data M-D-Y"

This program counts the valid data collector records processed and the invalid data collector records processed. After input of records is complete, the count for both valid and invalid data collector records is printed beside the date of this group of records. This report provides a view of the current maintenance status of the data collectors.

A.1.2 "SIMS S/U Coach Transaction Processed M-D-Y", Reports

'Inspection Performed Notice'

Each inspection performed record is printed on the left with the file data on the previous inspection record listed on the right. The user can check this list of inspection updates with the source document for accuracy and completeness.

'Units Changed/Rering/Overhaul'

All engine ring job and engine overhaul records are listed by bus with the data entered plus the total vehicle mileage at that date and the miles since that unit task had been performed last. The file data

DALLAS TRANSIT
COMMODITY REPORT
FOR DAY 12/31/73

DIVISION 01

BUS NO	ACCUM MILE	MILES SINCE LAST INSP	INSP TYPE	DUE STEP	MILES TODAY	* COMMODITIES DISPENSED * FUEL GALS	OIL QTS	COOL QTS	TERM ID
002	304,235	5,555	6K	1-09	32	8.5	0.0	4	102-
052	309,169	804	6K	1-03	49	13.5	0.0	0	102-
053	393,774	6,969	6K	1-03	154	37.5	0.0	0	101-
058	309,823	1,351	24K	1-04	54	0.0*	0.0	0	-
062	405,632	5,853	24K	1-04	77	22.5	0.0	0	101-
069	397,286	3,355	36K	1-06	156	33.5	1.5	9#	101-
072	400,254	592	6K	1-05	19	8.5	0.0	7#	103-
074	397,538	3,730	6K	1-05	84	14.5	0.0	0	101-
075	398,936	5,037	24K	1-04	58	38.5	0.0	0	102-
080	390,760	4,974	24K	1-04	44	0.0*	0.0	0	-
081	410,789	1,691	36K	1-06	202	43.5	0.0	5#	102-
093	411,804	7,103	6K	1-07	38	19.5	0.0	0	103-
093						7.5	3.0	0	102-
095	266,177	4,975	6K	1-11	0	0.0	0.0	0	-
101	344,811	2,445	6K	1-07	0	0.0	0.0	0	-
102	356,231	631	6K	1-09	74	5.5	0.0	0	103-
102						17.5	0.0	7#	103-
103	363,049	6,548	6K	1-03	60	0.0*	0.0	0	-
104	355,089	5,576	12K	1-08	0	0.0	0.0	0	-
105	349,027	1,252	6K	1-07	27	1.5	0.0	0	101-
106	372,764	6,255	6K	1-07	9	16.5	0.0	0	103-
107	364,093	4,588	12K	1-08	167	45.5	0.0	0	102-
108	377,962	8,737	6K	1-05	70	0.0*	0.0	0	-
109	304,176	6,829	36K	1-06	82	62.5	0.0	0	103-
110	378,626	7,682	6K	1-07	96	31.5	0.0	7#	103-
111	399,153	2,451	24K	1-10	153	39.5	0.5	3	101-
112	396,223	0	00K	0-00	54	11.5	0.0	11#	102-
DIVISION TOTALS					1,759	479.0	5.0	53	

replaced for that bus and task is listed on the right. This report provides a means of checking with source documents to assure all such work is properly recorded.

'Brake Job Done'

Brake reline records entered are listed with total vehicle miles as of the reline date. File data replaced, including the total bus mileage at the previous brake reline, is printed on the right. The records listed here can be checked with the input source documents for accuracy and completeness.

'Buses Added/Deleted/Updated'

This report lists all buses which have been added to or deleted from the master file and any changes to the master file record on a bus's division assignment, fleet, or mileage. These records are reviewed with their source documents for accuracy and completeness.

A.1.3 Service System Constants Report

"Constants File Updates for Processing Date M-D-Y"

This report lists the data input to change the value of a system constant and the constant data replaced. This report may be used to check for acceptance of changes to system constants.

A.1.4 Service System Input Summary Report

"Summary of Service System Transactions for Processing Date M-D-Y"

This summary provides a count of all valid records entered into the service system, listed by format code and record type, with the exception of data collector records. This report can be verified against the count of records on the source documents.

A.1.5 Daily Mileage, Inspection, and Commodity Report

"Commodity Report for Day M-D-Y"

The commodity report is the end point of the series of daily reports from the service system. This report lists the miles operated on the report date, the new total mileage for the vehicle, the new mileage since last inspection, and the type and step of the next inspection. This report also lists the data collector record (keytape) quantities for fuel, oil, and coolant dispensed to each vehicle with the servicing division and lane code. This report is used as a source document for future work on vehicle mileage. The summary mileage and commodity usage figures are checked against the Accounting Department's control figures on mileage and against the Storeroom's control figures on fuel and oil usage.

DALLAS TRANSIT

DIVISION 02 COMMODITY USAGE FOR WEEK ENDING 02/16/74

		----WEEK-ENDING 01/26----							*----WEEK-ENDING 02/02----*							*----WEEK-ENDING 02/09----*							*----WEEK-ENDING 02/16----*						
		S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
608	#	BUS			28	DAYSO		MILESO	5,815			MPGO		8.72					MPQO		1,163#					COOLANT%QTS¤0			11		
	F	0	0	57	34	0	68	59	0	67	0	0	45	53	77	40	0	71	0	0	0	0	0	0	49	0	0	0	53
	O	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	2	0	0	0	0
	C	0	0	0	0	0	0	0	0	0	0	0	0	0	6	0	0	5	0	0	0	0	0	0	0	0	0	0	0
	M	1,515	MPG		7.01	MPQ		0	M	1,460	MPG	6.08	MPQ		0	M	1,479	MPG	13.45	MPQ		493	M	1,361	MPG	13.48*	MPQ		681
609	#	BUS			28	DAYSO		MILESO	5,504			MPGO		5.80					MPQO		524					COOLANT%QTS¤0			4		
	F	0	0	47	67	61	93	58	65	71	0	0	0	40	62	0	0	70	54	52	55	0	0	59	35	0	69	0	0
	O	0	0	0	0	2	0	3	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	3	0	0	0	0
	C	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	M	1,609	MPG		4.98	MPQ		298	M	1,272	MPG	5.39	MPQ		0	M	1,258	MPG	5.49	MPQ		599	M	1,365	MPG	8.45*	MPQ		455
610	#	BUS			28	DAYSO		MILESO	5,310			MPGO		6.03					MPQO		584					COOLANT%QTS¤0			3		
	F	0	0	73	64	38	0	67	0	64	57	0	55	0	0	74	44	63	66	0	0	0	0	116	0	0	50	0	57
	O	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	3
	C	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0
	M	1,237	MPG		5.16	MPQ		412	M	1,453	MPG	8.33	MPQ		0	M	1,399	MPG	5.71	MPQ		0	M	1,221	MPG	5.51*	MPQ		200
611	#	BUS			28	DAYSO		MILESO	5,080			MPGO		6.23					MPQO		1,539#					COOLANT%QTS¤0			10		
	F	0	56	48	77	119	0	123	0	0	74	0	0	69	0	83	72	0	0	65	0	0	0	0	0	36	0	0	0
	O	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	C	0	0	0	0	5	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	M	1,395	MPG		3.33	MPQ		423	M	1,080	MPG	7.61	MPQ		0	M	1,313	MPG	6.01	MPQ		0	M	1,292	MPG	36.39*	MPQ		0
612	#	BUS			28	DAYSO		MILESO	4,821			MPGO		6.65					MPQO		1,121#					COOLANT%QTS¤0			0		
	F	0	52	0	0	15	0	76	0	39	44	0	56	75	0	63	50	50	0	0	50	0	0	0	76	47	0	39	0
	O	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0
	C	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	M	992	MPG		7.01	MPQ		451	M	1,218	MPG	5.75	MPQ		0	M	1,295	MPG	6.14	MPQ		0	M	1,316	MPG	8.20*	MPQ		627
613	#	BUS			28	DAYSO		MILESO	5,221			MPGO		7.85					MPQO		2,611#					COOLANT%QTS¤0			10		
	F	0	50	59	50	0	0	67	0	0	0	0	72	0	75	9	40	0	54	29	56	18	0	49	0	0	0	45	0
	O	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0
	C	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	0
	M	1,599	MPG		7.14	MPQ		0	M	1,264	MPG	8.69	MPQ		0	M	1,015	MPG	5.00	MPQ		0	M	1,343	MPG	14.44*	MPQ		672
614	#	BUS			28	DAYSO		MILESO	5,559			MPGO		5.23					MPQO		806					COOLANT%QTS¤0			5		
	F	0	64	53	41	64	58	82	0	0	54	0	59	44	75	0	0	0	58	64	54	0	0	49	81	0	54	53	64
	O	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	3
	C	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0
	M	1,363	MPG		3.80	MPQ		909	M	1,612	MPG	7.01	MPQ		0	M	1,313	MPG	7.52	MPQ		0	M	1,271	MPG	4.26*	MPQ		235
615	#	BUS			28	DAYSO		MILESO	5,010			MPGO		5.58					MPQO		1,566#					COOLANT%QTS¤0			0		
	F	0	50	70	68	0	47	63	0	51	55	0	56	62	0	79	42	83	0	0	0	60	0	0	57	0	62	0	0
	O	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	C	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	M	1,224	MPG		4.14	MPQ		0	M	1,042	MPG	4.69	MPQ		326	M	1,440	MPG	5.50	MPQ		0	M	1,304	MPG	11.05*	MPQ		0

END-OF-REPORT R-53. PRINTED 02/19/74 BY RP053A.

A.1.6 Weekly Commodity Summary

"Commodity Usage for Week Ending M-D-Y"

This weekly report lists all the buses with the amount of fuel, oil, and coolant recorded for each by day and by week for the preceding four weeks. This report can be used to obtain specific information when the monthly reports indicate an abnormal usage of fuel, oil, or coolant by one of the buses.

DALLAS TRANSIT

INSPECTIONS DONE FOR FEB. 1974

BUS	DATE	INSP DONE	ACCUM MILES	SERVICE MILES
0638	02/22/74	01-02	104,618	6,143
0639	02/07/74	01-01	95,383	7,434
0641	02/15/74	01-01	97,551	7,168
0642	02/01/74	01-01	92,965	7,315
0643	02/22/74	01-01	95,995	6,934
0645	02/14/74	01-12	85,391	7,679
0646	02/14/74	01-11	90,129	13,053
0649	02/13/74	01-09	63,016	6,772
0650	02/15/74	01-11	90,224	7,597
135 SCHED. 01 INSPECTIONS, AVE. SERVICE MILES #				7,065.1
0219	02/14/74	02-08	319,047	10,092
0221	02/08/74	02-06	322,256	9,706
0222	02/13/74	02-07	328,477	10,136
0226	02/18/74	02-01	323,548	9,756
0228	02/12/74	02-05	303,112	9,571
0231	02/26/74	02-07	338,891	9,703
0232	02/22/74	02-03	334,467	9,740
0235	02/20/74	02-01	337,857	9,799
0242	02/15/74	02-08	320,431	9,323
0243	02/27/74	02-05	307,308	8,514
0294	02/06/74	02-07	296,087	943
0340	02/26/74	02-07	238,760	9,680
0487	02/19/74	02-02	196,225	11,436
13 SCHED. 02 INSPECTIONS, AVE. SERVICE MILES #				9,107.6

A.1.7 Monthly Summary Report for Inspection, Brake Jobs, and Ring Jobs

"Maintenance Work Performed Reports"

'Inspections Done for Mo-Yr'

The monthly inspection summary provides a listing of all buses inspected during the month, by inspection schedule. The report shows the bus number, date of inspection, inspection step performed, total accumulated bus mileage at the time of the inspection, and the mileage since the previous inspection. The report provides an average of the miles between inspections for each inspection schedule. This report is a management control report, showing how closely the shops are adhering to the inspection schedules.

DALLAS TRANSIT

BRAKE JOBS DONE FOR FEB. 1974

BUS	DATE	TYPE	LINING CODE	ACCUM MILES	SERVICE MILES
0053	02/06/74	ALL	ABFF	396,024	41,885
0130	02/13/74	ALL	ABFF	386,862	48,498
0228	02/22/74	ALL	ABFF	303,811	48,136
0258	02/12/74	ALL	ABFF	306,641	30,313
0274	02/09/74	ALL	ABFF	297,167	39,672
0311	02/08/74	ALL	ABFF	207,136	55,489
0332	02/08/74	ALL	ABFF	190,299	96,965
0338	02/04/74	ALL	ABFF	163,490	96,774
0340	02/09/74	ALL	ABFF	236,996	47,816
0342	02/28/74	ALL	ABFF	162,359	92,897
0344	02/21/74	ALL	ABFF	167,536	93,993
0356	02/15/74	ALL	ABFF	151,907	95,155
0370	02/13/74	ALL	ABFF	263,045	66,553
0374	02/02/74	ALL	ABFF	168,518	83,280
0376	02/25/74	ALL	ABFF	161,158	84,166
0380	02/25/74	ALL	ABFF	164,404	97,122
0388	02/01/74	ALL	ABFF	161,220	99,042
0402	02/05/74	ALL	ABFF	176,469	41,416
0412	02/28/74	ALL	ABFF	173,844	106,654
0413	02/22/74	ALL	ABFF	176,246	67,585

DALLAS TRANSIT

RERING/OVERHAUL JOBS FOR FEB. 1974

BUS	TYPE	DATE	ACCUM MILES	SERVICE MILES
0273	RR	02/01/74	296,259	127,524
0275	RR	02/05/74	302,113	132,065
0351	RR	02/11/74	148,541	148,541
0373	RR	02/14/74	172,294	172,294
0382	RR	02/18/74	195,384	195,384
0385	RR	02/21/74	195,978	195,978
0402	RR	02/26/74	177,745	177,745
0420	RR	02/28/74	181,822	181,822
0637	RR	02/08/74	101,182	101,182
0638	RR	02/21/74	104,520	104,520

'Brake Jobs Done for Mo-Yr'

This report is a monthly summary of all brake jobs performed during the month. The report lists all of the brake reline jobs performed during the month in bus number order. The bus is listed with the date of reline, which wheels were worked, the lining type, the total coach mileage at reline, and the service miles from the brakes removed. This report can be used by the shop foreman to check against his records to determine if all brake work has been properly recorded. Management can use these reports as a record of lining performance.

'Rering/Overhaul Jobs for Mo-Yr'

This is a listing of all ring jobs and engine overhauls performed during the month, listed by bus number with date of work, type of work, total vehicle miles on the work date, and mileage since the previous job of this type. This report provides the shop foreman with a check – his records and the report's – to determine if all such work has been properly recorded.

DALLAS TRANSIT
BRAKE STATUS - NOV 73

BUS NO.	DRUM SIZE IN THOUSANDTH S				LINING CODE	MILES SINCE LAST RELINE
	L.F.	R.F.	L.R.	R.R.		
2	270	270	398*	395*	ABFF	53,988*
6	115	115	217	217	ABFF	4,094
8	107	110	101	106	WBFF	36,803
11	C09	009	082	082	ABFF	21,270
14	C48	048	200	200	ABFF	6,179
19	C81	091	160	160	WBFF	32,249
24	C25	025	033	035	WBFF	40,020*
26	109	119	105	110	ABFF	27,082
27	221	221	0	0	ABFF	45,996*
30	191	191	123	123	ABFF	24,864
37	173	173	053	054	ABFF	17,105
40	C65	060	124	124	ABFF	27,677
52	347	347	074	074	ABFF	49,197*
53	254	275	101	095	ABFF	38,110
58	C09	009	120	120	ABFF	20,473
62	C50	048	177	177	THEE	41,334*
69	275	275	228	228	ABFF	37,529
72	C18	018	203	203	ABFF	43,873*
74	C80	073	170	170	ABFF	30,536
75	255	255	125	125	ABFF	9,601
80	277	277	248	248	WBFF	54,398*
81	C20	020	015	015	THEE	52,693*
93	C09	010	029	035	ABFF	20,679
95	246	245	020	020	ABFF	64,960*
101	C73	073	125	125	WBFF	36,676
102	C02	001	001	001	THEE	48,315*
103	C97	101	008	008	ABFF	38,870
104	138	138	071	063	ABFF	37,009
105	049	049	036	036	WBFF	31,765
106	001	001	112	111	THEE	38,913
107	C30	030	023	023	ABFF	36,017
108	316*	316*	380*	380*	WBFF	45,833*
109	258	258	001	035	ABFF	109,464*
110	019	019	104	104	ABFF	7,884
111	091	091	197	200	WBFF	53,502*
112	155	155	205	205	ABFF	6,017
113	C24	025	136	136	ABFF	12,060
114	098	098	174	174	ABFF	8,393
115	058	059	118	120	ABFF	38,719
116	C90	083	158	171	ABFF	22,826

* OVER THRESHOLD

A.1.8 Monthly Report on Status of Brakes

"Brake Status for Mo-Yr"

This report is a duplicate of the original manual report prepared by Dallas Transit, with the exception of one column on the manual report which listed the date of the brake reline. Each bus has a threshold value for relines, depending on its equipment, and when the "miles since last reline" exceeds the threshold value for a bus, this figure will be printed followed by an asterisk. Buses so noted can then be checked to determine if new brake drums need to be ordered. The report shows the current status of brake drums, lining life, and lining type. Information on the brake lining is used to determine the merits of several lining types for future contracts.

DALLAS TRANSIT
BUS ANALYSIS
SUMMARY
FOR MONTH-ENDING 06/30/73

FLEET SUMMARY

OIL COST=$.093/QT
COOLANT COST=$.048/QT

FLEET	NO OF BUSES	*MILES* ACCUM BUS AVERAGE	THIS MONTH MILES MONTH TOTAL	THIS MONTH MILES BUS AVERAGE	BUS AVERAGE FUEL MPG	BUS AVERAGE OIL MPG	COMMODITY COST TOTAL DOLLARS	COMMODITY COST CENTS PER MI	FUEL COST $/GAL.
01	24	373,662	45,597	1,900	3.87	264	2,824	6.19	0.236
02	35	367,664	74,688	2,134	4.30	402	4,155	5.56	0.236
03	100	286,591	236,439	2,364	4.17	291	13,572	5.74	0.236
04	100	161,318	219,120	2,191	4.65	353	11,245	5.13	0.236
05	100	123,718	241,673	2,417	4.23	354	13,655	5.65	0.236
06	10	145,100	17,905	1,791	5.90	439	723	4.04	0.236
07	50	65,801	210,892	4,218	4.20	634	11,993	5.69	0.236

A.1.9 Monthly Bus Analysis Reports

"Bus Analysis Summary for Month-Ending M-D-Y"

This report lists each fleet of buses and the number of buses currently in each fleet. Fleet mileage data listed is: average accummulated miles for the buses in the fleet, the month's total miles travelled by the fleet, and the average miles travelled that month by each bus. Service commodity information includes the bus average fuel usage, the bus average oil usage, service commodity cost per mile, current commodity cost per unit, and the total dollar cost for service commodities used by the fleet that month.

DALLAS TRANSIT
BUS ANALYSIS
DIVISION/SYSTEM SUMMARY
FOR MONTH ENDING 06/30/73

07/09/73

DIVISION SUMMARY

FUEL COST=$.236/GAL
OIL COST=$.093/QT
COOLANT COST=$.048/QT

DIV	NO OF BUSES	MILES MONTH TOTAL	MILES BUS AVG	FUEL GAL TOTAL	FUEL BUS AVG MPG	OIL QTS TOTAL	OIL BUS AVG MPQ	COMMODITY COST TOTAL DOLLARS	COMMODITY COST CENTS PER MILE
01	262	603,097	2,302	169,114	3.57	2,010	300	40,419	6.70
02	157	443,217	2,823	74,380	5.96	836	530	17,748	4.00

SYSTEM SUMMARY

	419	1,046,314	2,497	243,493	4.30	2,846	368	58,167	5.56

"Bus Analysis Division/System Summary for Month Ending M-D-Y"

This report provides upper management with the total mileage and commodity data for the two operating divisions. The division and the number of buses in each division are shown with the miles travelled for the month, fuel consumption, bus average fuel usage, oil consumption, and the bus average oil consumption. The total commodities dispensed are shown in terms of dollar value and the operating cost per mile for commodities. The division information is, in turn, totalled to show the data for the Dallas Transit System.

DALLAS TRANSIT
BUS ANALYSIS
FOR MONTH ENDING 06/30/73

FLEET 07

DIVISION 02

FUEL COST=$.236/GAL
OIL COST=$.093/QT
COOLANT COST=$.048/QT

BUS NO.	YR	THIS MONTH CENTS /MILE	MILES	FUEL GALS	FUEL MPG	OIL QTS	OIL MPQ	OIL MPQ LAST 3 MOS. LAST MONTH	2ND MONTH	3RD MONTH	MILES SINCE RE-RING
601	72	3.02	6,578	835.5	7.87	6.9	953	241	664	1,144	0---
602	72	4.04	4,584	777.5	5.90	3.1	1,479	789	481	402	0---
603	72	3.54	5,093	743.0	6.85	7.3	698	388	518	618	0---
604	72	0.00	2,087	0.0	0.00	0.0	0	976	1,786	524	0---
605	72	3.63	5,644	861.5	6.55	0.2	0	451	360	699	0---
606	72	3.79	5,797	927.5	6.25	0.0	0	421	847	0	0---
607	72	4.61	6,248	1,214.5	5.14	8.0	781	288	570	539	0---
608	72	6.81	5,915	1,690.0	3.50	6.2	954	186	388	428	9K
609	72	4.86	5,641	1,154.0	4.89	6.3	895	767	2,131	445	0---
610	72	4.39	5,795	1,065.5	5.44	5.0	1,159	463	614	431	0---
611	72	4.20	4,310	756.5	5.70	3.1	1,390	409	362	461	0---
612	72	3.39	5,586	798.5	7.00	5.4	1,034	763	3,173	0	0---
613	72	3.77	6,421	1,015.5	6.32	10.3	623	953	0	2,781	0---
614	72	4.45	6,787	1,267.5	5.35	7.4	917	467	1,158	2,570	25K-M
615	72	3.34	5,709	794.0	7.19	4.9	1,165	1,002	619	1,955	0---
FLEET 07 TOTALS:			82,195	13,901.0		74.1					
AVERAGE		4.03	5,480	927	5.91	4.9	1,109	459	681	735	

"Bus Analysis for Month Ending M-D-Y"

This report lists service information for each bus in the system, grouped by division and fleet. The bus is listed with its month's total miles travelled, fuel used, miles per gallon fuel consumption, oil used, and miles per quart oil consumption. The report also lists the miles per quart oil consumption for each of the preceding three months and the miles since the last engine ring job. This report is used to determine the current status of the individual engines.

A.1.10 Miscellaneous Service System Reports

"Tire Mileage for Mo-Yr"

The daily SIMS runs produce cards with bus number, date, and miles for that day as these same values are prepared for the daily commodity report. These cards, along with cards containing tire changes, are input for a Dallas Transit accounting record of tire usage used for their tire rental contract. The SIMS report provides a listing of the mileage travelled on each day of the month by each bus.

"Vehicle Master File Listing"

The user may at times need to look at the current status of the records on file for a bus, a series of buses, or a particular type of transaction. This report provides the user a means with which to access selected portions of the service files.

"Error Messages"

When the SIMS program detect data errors which affect the processing, the program may generate a warning code, cancel execution on the program being processed, or cancel execution on the entire job, depending on the nature of the error. These error messages appear on the Job Control Language listing for job execution with the program affected, with the notation "N" for no action taken, "P" for only program execution is terminated, and "S" for execution of the entire job is cancelled.

A.2 INVENTORY SYSTEM PROGRAMS AND REPORTS

A.2.1 Weekly Inventory Edit.,Update, and Suspense File Reports

"Inventory Suspense File Contents for M-D-Y"

This report is a listing of all transactions which could not be processed because the data would have caused the quantity on hand to go to a negative balance. The file is in most cases the result of the paper work on an issue transaction being entered before the receiving record is entered. Barring receipts on a given part under a different purchase order arriving before the earlier receipt is entered, the system will correct itself. The list is checked to determine which transactions must have correcting entries.

"Inventory Transaction Edit for M-D-Y"

This edit list is produced with each weekly processing run which has records not meeting the master file specifications for an item or some similar data error which does not pass the various system

DALLAS TRANSIT
REORDER NOTIFICATION
AS OF 03/01/74

NOTICE INTERVAL# 28

RN NO.	HOUSE NUMBER	NAME	UI	RP	QUANTITY ON HAND	QUANTITY ON ORDER	AVERAGE PRICE	ISSUES QTD	ISSUES FOR QUARTER ENDED 12/73	09/73	06/73	03/73	LAST PO NO.
01	02-B-0001 0	GSK R AX SHAFT	EA	0200	32.00	0.00	$ 6.61	340	534	370	296	234	008069
01	04-B-0142 0	BUSHING R SPDR	EA	0040	27.00	0.00	1.49	30	52	0	20	12	005438
01	04-B-0152 0	WASHER F CAM S	EA	0025	25.00	0.00	0.07	60	40	21	10	15	013746
01	04-B-0223 0	RING RET WASHR	EA	0050	46.00	0.00	0.20	20	0	10	10	10	000000
01	06-B-0121 0	PLATE RAD FRT	EA	0000	0.00	0.00	6.14	2	0	1	0	0	036210
01	07-B-0451 0	ADPT SPEEDMTR	EA	0000	0.00	0.00	15.94	2	1	1	0	0	037748
01	08-B-0187 0	BOLT ASM TERM	EA	0004	3.00	0.00	2.89	14	4	0	16	6	026169
01	08-B-0357 0	SPADE TERM	EA	0020	12.00	0.00	7.45	70	40	44	116	20	035422
01	12-B-0058 0	PIN STOP INJ	EA	0006	6.00	0.00	0.28	4	4	6	0	0	037748
01	12-B-0073 0	NECK FUEL TANK	EA	0001	1.00	0.00	23.92	1	0	0	0	0	000000
01	12-B-0127 0	NUT FUEL INJ	EA	0003	2.00	0.00	3.26	3	0	3	0	0	036879
01	14-B-0009 0	ADPT INT CHECK	EA	0030	25.00	0.00	1.59	48	41	40	74	48	009474
01	14-B-0037 0	GSK RET ADPT	EA	0012	6.00	0.00	0.09	15	0	0	0	0	000000
01	16-B-0065 0	BEARING BEVEL S	EA	0001	0.00	0.00	0.00	0	0	0	0	0	000000
01	16-B-0066 0	BEARUNG BEVEL D	EA	0001	0.00	0.00	0.00	0	0	0	0	0	000000
01	17-B-0015 0	SEAL OUTPUT COV	EA	0015	14.00	0.00	1.33	20	11	11	20	25	026390
01	17-B-0016 0	GSK END COVER	EA	0015	14.00	0.00	0.12	7	0	18	7	9	000000
01	17-B-0054 0	BRG SLEEVE REAR	EA	0015	15.00	0.00	9.77	10	12	5	13	4	008041
01	17-B-0091 0	SEAL FORK SHAFT	EA	0015	15.00	0.00	0.59	10	13	6	13	4	003027
01	17-B-0173 0	BEARING IDLER	EA	0001	0.00	0.00	0.00	0	0	0	0	0	000000
01	17-B-0174 0	BEARING SLEEVE	EA	0001	0.00	0.00	0.00	0	0	0	0	0	000000
01	24-B-0453 0	ANGLE REIN FMNT	EA	0001	1.00	0.00	2.77	1	0	1	0	0	000000
01	26-B-0180 0	SPACER COMP	EA	0006	4.00	0.00	0.16	6	0	3	0	0	000000
01	26-B-0192 0	BOLT FLANGE	EA	0020	19.00	0.00	0.06	90	56	24	40	20	024279
01	26-B-0330 0	HOUSING ASSY DE	EA	0001	0.00	0.00	0.00	0	0	0	0	0	000000

DALLAS TRANSIT
FOLLOWUP REORDER NOTIFICATION
AS OF 03/01/74

NOTICE INTERVAL# 28

RN NO.	HOUSE NUMBER	NAME	UI	RP	QUANTITY ON HAND	QUANTITY ON ORDER	AVERAGE PRICE	ISSUES QTD	ISSUES FOR QUARTER ENDED 12/73	09/73	06/73	03/73	LAST PO NO.
02	02-B-0009 0	CONE BRG INNR	EA	2	2.00	0.00	14.25	1	1	0	2	0	016319
02	02-B-0032 0	CONE ASSY DIFF	EA	4	4.00	0.00	12.99	2	2	0	4	0	000000
02	02-B-0033 0	CUP BRG DIFF	EA	4	4.00	0.00	5.48	2	2	0	4	0	000000
04	04-B-0101 0	GROMMET IN VAL	EA	6	5.00	0.00	0.19	3	0	4	8	0	022267
03	06-B-0088 0	ELBOW COMP W L	EA	6	1.00	0.00	0.40	2	7	10	1	2	019125
02	06-B-0146 0	VALVE RELIEF	EA	1	1.00	0.00	5.48	1	0	0	0	0	000000
02	07-B-0032 0	PINION MTR DR	EA	4	4.00	0.00	6.53	4	7	2	0	5	005800
02	07-B-0136 0	LAMP FLUO DOME	EA	24	22.00	0.00	2.04	12	90	49	78	73	011455
02	07-B-0183 0	CAPACITOR FLTR	EA	2	1.00	0.00	6.10	2	1	2	0	2	011647
04	07-B-0190 0	DIODE ASSY	EA	1	1.00	0.00	8.40	1	2	0	0	0	042381
04	07-B-0293 0	CONTACT ASSY	EA	4	4.00	0.00	2.85	3	2	4	1	0	040392
02	07-B-0443 0	KEY ADPT GEAR	EA	1	0.00	0.00	0.20	2	0	0	0	0	000000
02	07-B-0444 0	UNIT SENDING	EA	1	1.00	0.00	44.33	1	1	1	0	0	037748
02	07-B-0445 0	KEY DRIVE	EA	1	0.00	0.00	1.31	2	2	1	0	0	037748
02	08-B-0017 0	RING FIL LOWER	EA	200	172.00	0.00	0.11	308	421	534	510	280	007376

checks. The transaction errors are listed by transaction title, such as, "Purchase Order Transaction", "Material Receipt", etc. After the transaction title, the edit record lists the input record with a notation as to what type of error has occurred on the field in which the error has occurred. This report is used to correct and re-enter transactions into the inventory system.

"Materials Transaction History for Processing Date M-D-Y"

This report lists all inventory transactions entered into the system during the week concerned. These transactions are listed in part number order. The report prints the transaction code, order price, quantity ordered, quantity remaining on order, receipts, issues, adjustments, quantity on hand and account number. This list provides the user with information to show which of the transactions entered were accepted and the affect of the transaction on the quantity on hand and the average unit price.

A.2.2 Reorder Notice Reports

"Reorder Notification as of M-D-Y"

The reorder notification report is a first notice to the storekeeper that the quantity on hand of a particular part has dropped to or below the reorder point quantity listed in the master file. The report contains the basic information needed to write a "Requisition on Purchasing Agent" to set up a purchase. The reorder point constant can be a positive value, "AR" for as required, or "DNR" for do not reorder. The report shows the last Purchase Order number for that part and the parts activity for each of the last four calendar quarters; this information is used by the storekeeper to determine if the part needs to be ordered now, and if so, who the last vendor was. The quantity in stores plus the quantity on order is compared with the reorder point to determine low stock levels.

"Follow-up Reorder Notification as of M-D-Y"

As the name implies, this report is a follow-up to the weekly reorder report. The master file contains a constant for the frequency with which parts are flagged for the second or third time. Dallas Transit presently uses 28 days as a reasonable period in which to process a "Purchase Order" after the "Requisition on Purchasing Agent" has been completed. Twenty-eight days after a reorder notice appears, a reminder is printed if user has not responded with a purchase order transaction. The storeroom uses this report to double check on the status of ROPA's forwarded to the City Purchasing Agent.

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DALLAS TRANSIT
RECEIVING REPORT

03/08/74

GMC TRUCK AND COACH DIVISION

%2¤ PO NO 031372

PO DATE 02/27/74

39794

ACCOUNT NUMBER	%4¤HOUSE NUMBER	UI %5¤	QUANTITY ORDERED	ITEM	PRICE	QUANTITY %6¤RECEIVED	%3¤DATE RECEIVED
	08 B 0309	EA	20.00	HUB BLOWER GEAR	9.73		
	-- ------	--				----------	----------
	07 B 0105	EA	20.00	SWITCH AC HYD	15.98		
	-- ------	--				----------	----------
	08 B 0282	EA	10.00	SHAFT DR BLOWER	5.10		
	-- ------	--				----------	----------
	08 B 0210	EA	6.00	GEAR CRANKSHAFT	23.04		
	-- ------	--				----------	----------

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DALLAS TRANSIT
AMENDMENT TO RECEIVING REPORT

03/08/74

GMC TRUCK AND COACH DIVISION

%2¤ PO NO 031272

PO DATE 02/20/74

39794

ACCOUNT NUMBER	%4¤HOUSE NUMBER	UI %5¤	QUANTITY ORDERED	ITEM	PRICE	QUANTITY %6¤RECEIVED	%3¤DATE RECEIVED
	07 B 0256	EA	10.00	SWITCH DIR	7.41		
	-- ------	--				----------	----------

A.2.3 Receiving Reports

"Receiving Report"

This report is generated with each system run and has part numbers by each original purchase order. The report lists parts ordered by vendor and part number, with the units of issue, quantity ordered, item name, and unit price. Two blank columns are provided for the storeroom to fill in with quantity and date of receipts for keytape updating.

"Amendment to Receiving Report"

When purchase order input data is changed, an amended receiving report is generated. Although the format of the receiving report and the amended receiving report are the same, the amended report will list only those fields which have been changed. This report is used to assure that the changes on these purchase orders are reflected in the following receiving transactions.

DALLAS TRANSIT
INVENTORY ACTIVITY ABSTRACT
FOR MONTH OF 02/74

03/01/74

MONTH	ENDING BALANCE	AVGE PER BUS	MONTHLY ISSUES	AVGE PER BUS	INVENTORY -ISSUES RATIO
FEB 73	$137,078	$ 327	$ 21,154	$ 50	6.8
MAR 73	136,757	326	23,299	56	5.9
APR 73	126,987	303	24,168	58	5.7
MAY 73	131,225	313	25,388	61	5.0
JUN 73	132,773	317	27,949	67	4.7
JUL 73	130,007	310	22,770	54	5.8
AUG 73	134,820	322	23,834	57	5.5
SEP 73	132,064	315	23,465	56	5.7
OCT 73	151,806	362	29,787	71	4.5
NOV 73	153,512	366	33,865	81	4.5
DEC 73	146,671	350	32,377	77	4.7
JAN 74	154,615	369	52,003	124	2.8
FEB 74	157,132	375	35,161	84	4.4
AVGE	$140,419	$ 335	$ 28,863	$ 69	4.8
AVGE 12 MONTHS	139,026	332	28,338	68	4.9

END-OF-REPORT R-20. PRINTED 03/01/74 BY RP020A.

A.2.4 Monthly Inventory Reports

"Inventory Activity Abstract for Month of M-Y"

The activity abstract displays inventory end-of-month balances for each of the past thirteen months. These balances are shown with the monthly issues for each of the months and the per bus average for both the balance and the issues. The list of end-of-month balances and the list of monthly issues are in turn averaged. This report is intended to give top management insight into the changing inventory costs and the per bus ratio of these costs.

DALLAS TRANSIT
UNFILLED PURCHASE ORDERS REPORT
AS OF 03/01/74

VENDOR CODE	HOUSE NUMBER	NAME	UI	QUANTITY ORDERED	QUANTITY BACK ORDERED	DATE ORDERED	DATE EXPECTED	PO NUMBER
39794	01-B-0C08 0	SPRING STG RD	EA	100.00	56.00	01-21-74	- -	001223
39794	01-B-0C20 0	RING LCK EX PL	EA	50.00	36.00	01-21-74	- -	001223
05278	01-B-0C21 0	PIN KNG KNCLE	EA	11.00	8.00	11-26-73	- -	031317
05278	01-B-0C21 0	PIN KNG KNCLE	EA	4.00	4.00	05-30-73	- -	010716
05278	01-B-0C21 0	PIN KNG KNCLE	EA	4.00	4.00	01-21-74	- -	031348
05249	01-B-0C22 0	BUSHING KNG PN	EA	50.00	50.00	11-30-73	- -	045589
39794	02-B-0C02 0	WEDGE DOW R AXS	EA	50.00	48.00	01-09-74	- -	049879
39794	02-B-0C04 0	GSK DIFFCAR	EA	10.00	10.00	10-17-73	- -	040786
53798	04-B-0C01 0	LINING FRT BRK	EA	480.00	480.00	01-25-74	- -	001704
53798	04-B-0C01 0	LINING FRT BRK	EA	480.00	320.00	01-09-74	- -	049981
53793	04-B-0C01 0	LINING FRT BRK	EA	360.00	160.00	12-10-73	- -	046525
53798	04-B-0C01 0	LINING FRT BRK	EA	45.00	315.00-	07-25-73	- -	032243
53798	04-B-0C04 0	LINING R BRAKE	EA	480.00	480.00	01-25-74	- -	001706
53798	04-B-0C04 0	LINING R BRAKE	EA	480.00	368.00	12-13-73	- -	047009
53798	04-B-0C04 0	LINING R BRAKE	EA	369.00	63.00-	10-01-73	- -	039318
53798	04-B-0C04 0	LINING R BRAKE	EA	360.00	210.00	05-03-73	- -	023683
08075	04-B-0C16 0	VALVE RELAY	EA	2.00	2.00	07-10-73	- -	030290
39794	04-B-0C49 0	HOSE FRT ENG	EA	1.00	1.00	06-28-73	- -	029453
39794	04-B-0C53 0	VALVE CONT WPR	EA	4.00	4.00	04-24-73	- -	022267
39794	04-B-0C59 0	PISTON INC ROD	EA	6.00	6.00	01-15-74	- -	000457
05164	04-B-0C65 0	CYL REAR BRK	EA	2.00	2.00	12-27-73	- -	048466
21597	04-B-0C67 0	SPG PIST OUTER	EA	4.00	4.00	01-07-74	- -	049621
21597	04-B-0C68 0	SPR PIST INNER	EA	4.00	4.00	01-07-74	- -	049621
62695	04-B-0C93 0	ROLLER R SHOE	EA	50.00	50.00-	04-09-73	- -	020537
39794	04-B-0102 0	GROMMET IN VAL	EA	10.00	10.00	04-24-73	- -	022267
39794	04-B-0121 0	COCK DR A TANK	EA	16.00	12.00	01-08-74	- -	049867
39794	04-B-0164 0	STEM OFF VALVE	EA	6.00	6.00	01-08-74	- -	049711
62695	04-B-0171 0	SHELL CYL REAR	EA	10.00	1.00	11-28-73	- -	031322
62695	04-B-0171 0	SHELL CYL REAR	EA	20.00	20.00	12-27-73	- -	048467
05278	04-B-0171 0	SHELL CYL REAR	EA	20.00	20.00	12-12-73	- -	046931
05164	04-B-0173 0	WIPER BRK CHAM	EA	20.00	20.00	01-04-74	- -	049470
39794	04-B-0189 0	NIPPLE AIR LNE	EA	12.00	12.00	11-06-73	- -	042961
62695	04-B-0194 0	TETRASEAL LRG	EA	200.00	200.00	11-19-73	- -	044166
62695	04-B-0195 0	VALVE	EA	200.00	200.00	11-19-73	- -	044166
62695	04-B-0197 0	RETURN SPRING	EA	200.00	200.00	11-19-73	- -	044166
62695	04-B-0198 0	TETRASEAL SML	EA	162.00	49.00	12-08-72	- -	006679
21597	04-B-0198 0	TETRASEAL SML	EA	300.00	300.00	01-22-74	- -	001336
08075	04-B-0200 0	BSNG SLK ADJ	EA	500.00	500.00-	06-12-73	- -	027654
39794	04-B-0249 0	SPIDER R BR RH	EA	1.00	1.00	12-13-73	- -	047127
39794	04-B-0251 0	SPIDER F BR RH	EA	2.00	1.00	01-21-74	- -	001223
02695	04-B-0295 0	STUD MTG CHBR	EA	40.00	40.00	01-17-74	- -	000807
62695	04-B-0312 0	COVER ALCO INJ	EA	10.00	10.00	11-19-73	- -	044166

"Unfilled Purchase Orders Report as of M-D-Y"

The list of unfilled purchase orders is used to give the storekeeper better control over unfilled orders. The orders are listed in part number order with parts currently on more than one purchase order listed on a separate line for each purchase order. The report also shows the vendor, total order quantity, back order quantity, order date, and purchase order number for each part number – purchase order number combination. The time from entry of a Purchase Order into the system and the inclusion of this Purchase Order into the report is based on a constant value set by Dallas Transit as a normal period of time for order and delivery. By limiting the report to the older orders only, the storekeeper can better direct his attention to just those which may require follow up action.

DALLAS TRANSIT
VENDOR PERFORMANCE REPORT
MONTH ENDING 03/01/74

	PURCHASE ORDERS WRITTEN LAST 12 MONTHS		THIS MONTH	UNFILLED PURCHASE ORDERS VALUE		
NO.	VALUE	NO.	VALUE	ALL	31-60 DAYS	OVER 60 DAYS
12	$ 1,327.28	0	$ 0.00	$ 351.36	$ 0.00	$ 351.36
0C286 GRAYBAR ELECTRIC COMPANY						
3	$ 2,106.00	0	$ 0.00	$ 75.75	$ 0.00	$ 75.75
0C316 ELECTRICAL SUPPLY CORP.						
3	$ 792.00	0	$ 0.00	$ 0.00	$ 0.00	$ 0.00
01973 BEARING CHAIN AND SUPPLY COMPANY						
6	$ 311.20	0	$ 0.00	$ 0.00	$ 0.00	$ 0.00
02695						
1	$ 34.40	0	$ 0.00	$ 34.40	$ 34.40	$ 0.00
03269 ALTERNATOR SERVICE						
4	$ 72.45	0	$ 0.00	$ 13.50	$ 0.00	$ 13.50
04608 THE MEGGS COMPANY						
3	$ 449.00	0	$ 0.00	$ 39.60	$ 0.00	$ 39.60
05164 SOUTHERN COACH PARTS COMPANY						
46	$ 21,220.18	0	$ 0.00	$ 5,045.66	$ 700.60	$ 4,290.56
05177 TEXAS KENWORTH						
27	$ 2,356.35	0	$ 0.00	$ 388.89	$ 11.61	$ 256.05
05249 MOHAWK MANUFACTURING AND SUPPLY COMPANY						
44	$ 16,643.15	0	$ 0.00	$ 4,375.10	$ 0.00	$ 3,500.10
05252 LOWELL TRANSPORT PARTS COMPANY						
1	$ 124.00	0	$ 0.00	$ 0.00	$ 0.00	$ 0.00
05278 MUNCIE RECLAMATION & SUPPLY CO., INC.						
53	$ 28,062.45	0	$ 0.00	$ 8,911.18	$ 1,443.80	$ 5,220.41
05337 MOTOR PARTS DEPOT						
13	$ 499.14	0	$ 0.00	$ 23.33	$ 4.80	$ 1.08
06271 NATIONAL WELDING AND GRINDING COMPANY						
4	$ 772.80	0	$ 0.00	$ 107.12	$ 0.00	$ 0.00
06330 BEARING AND POWER TRANSMISSION						
9	$ 844.40	0	$ 0.00	$ 19.00	$ 0.00	$ 19.00
06372 MIDWAY AUTO SUPPLY						
25	$ 5,070.79	0	$ 0.00	$ 795.65	$ 0.00	$ 598.25

"Vendor Performance Report, Month Ending M-D-Y"

This report provides the storekeeper and the comptroller with a view of the amount of business given to various vendors and the quality of their response in terms of the value of orders unfilled for a period of 31-60 days and orders unfilled for more than 60 days. The report is listed in vendor number order with purchase order value for the past twelve months and for the previous month.

DALLAS TRANSIT
INVENTORY ACTIVITY REPORT
FOR MONTH OF 02/74

INV CLASS	BEGINNING BALANCE	RECEIPTS	ISSUES	ADJSTMNTS	ENDING BALANCE	CHANGE	PERCENT CHANGE	INVENTORY-ISSUES RATIO THIS PERIOD	LAST PERIOD	LAST3 PERIODS
01	$ 1,865	$ 645	$ 119	$ 0	$ 2,391	$ 526	28.2	15.7	12.6	12.3
02	224	2,635	1,588	0	1,271	1,047	466.6	0.1	1.4	2.4
04	22,322	2,941	6,881	0	18,382	$ 3,940□	% 17.7□	3.2	0.7	1.0
05	2,780	68	507	0	2,341	% 439□	% 15.8□	5.5	5.9	6.5
06	4,426	387	543	0	4,270	% 156□	% 3.5□	8.2	4.4	6.7
07	15,237	2,799	2,081	0	15,955	718	4.7	7.3	2.6	3.7
08	22,229	4,024	5,400	0	20,853	% 1,376□	% 6.2□	4.1	4.3	5.3
11	1,534	947	614	0	1,867	333	21.7	2.5	2.6	3.8
12	10,557	1,271	2,591	0	9,237	% 1,320□	% 12.5□	4.1	2.4	3.1
14	12,675	2,874	4,115	0	11,434	% 1,241□	% 9.8□	3.1	2.9	3.7
16	1,681	0	155	0	1,526	% 155□	% 9.2□	10.9	17.1	22.5
17	8,715	430	1,461	0	7,684	% 1,031□	% 11.8□	6.0	6.6	7.3
18	468	0	1	0	467	% 1□	% 0.2□	779.3	999.9	4.8
19	5,024	1,978	1,031	0	5,971	947	18.8	4.9	5.1	5.4
24	26,651	10,637	4,781	0	32,507	5,856	22.0	5.6	4.7	6.8
26	18,694	5,576	3,294	0	20,976	2,282	12.2	5.7	3.8	6.4
TOTAL	$155,082	$ 37,212	$ 35,162	$ 0	$157,132	$ 2,050				
AVERAGE							1.3	4.4	2.8	3.8

NOTE 1. NEGATIVE VALUES SHOWN IN PARANTHESIS
NOTE 2. IN THE LAST FOUR COLUMNS ONLY, 999.9 INDICATES AN ACTUAL VALUE GREATER THAN OR EQUAL TO 999.9

"Inventory Activity Report for Month of M-Y"

This report is produced as both an Accounting source document and a reference for the storekeeper. The several inventory classes are listed with their beginning-of-month values, the receipts, sales and adjustments which affect the balances, the end-of-month balance, and statistical data on each class for this month and the last three months.

DALLAS TRANSIT
STOCK STATUS REPORT
AS OF 03/01/74

HOUSE NUMBER	NAME	UI	RP	QUANTITY ON HAND	QUANTITY ON ORDER	AVERAGE PRICE	ISSUES QTD	ISSUES FOR QUARTER ENDED 12/73	09/73	06/73	03/73	DIV 03 04
01-B-0001 0	REP KG PIN	EA		4.00	0.00	$ 32.17	0	0	0	0	0	
01-B-0002 0	END ASM TIE ROD	EA	2	10.00	0.00	29.62	1	6	15	5	4	
01-B-0003 0	END ASM TIE ROD	EA	2	12.00	0.00	29.07	1	4	8	5	4	
01-B-0004 0	STUD TIE RD END	EA	20	61.00	0.00	3.43	20	10	31	24	16	
01-B-0005 0	BRG ASM TIE RD	FT	50	90.00	0.00	0.81	0	0	36	24	16	
01-B-0006 0	SEAT TIE RD BRG	EA	50	106.00	0.00	2.91	12	10	20	24	16	
01-B-0007 0	SPRING STG ROD	EA	50	134.00	0.00	0.18	0	10	29	0	0	
01-B-0008 0	SPRING STG RD	EA	20	88.00	56.00	0.35	8	2	0	0	0	
01-B-0009 0	WASHER GR RET	EA	50	43.00	0.00	0.15	32	10	33	24	16	
01-B-0010 0	COVER DUST RUB	EA	4	14.00	0.00	0.20	0	0	0	0	0	
01-B-0011 0	SHIELD COV OTR	EA	4	12.00	0.00	0.20	0	0	0	0	0	
01-B-0012 0	SHIELD RD INR	EA	4	9.00	0.00	0.68	0	0	0	0	0	
01-B-0013 0	NUT TIE RD STD	EA	4	6.00	0.00	0.20	0	0	0	0	1	
01-B-0014 0	WASHER DST ROD	EA	10	16.00	0.00	0.20	0	0	0	2	0	
01-B-0015 0	PLUG RC END	EA	2	20.00	0.00	0.20	0	0	0	0	0	
01-B-0016 0	RING LOCK PLUG	EA	3	10.00	0.00	0.20	0	0	0	0	0	
01-B-0017 0	CAP END STUD	EA	12	47.00	0.00	0.37	0	10	32	24	16	
01-B-0018 0	BUSHING STG KN	EA	40	107.00	0.00	0.59	16	30	36	16	4	
01-B-0019 0	PLUG EXP STG KN	EA	10	50.00	0.00	0.12	8	16	21	6	3	
01-B-0020 0	RING LCK EX PL	EA	30	25.00	36.00	0.16	8	16	18	6	3	
01-B-0021 0	PIN KNG KNCLE	EA	2	22.00	26.00	3.99	8	14	18	8	2	
01-B-0022 0	BUSHING KNG PN	EA	20	6.00	50.00	3.17	12	12	12	8	2	
01-B-0023 0	CAP KNG PIN	EA	1	2.00	0.00	0.20	0	0	0	0	0	
01-B-0024 0	GSKT PIN CAD	EA	50	113.00	0.00	0.07	8	16	20	6	3	
01-B-0025 0	NUT KNG PIN	EA	2	11.00	0.00	0.67	0	0	0	0	0	
01-B-0026 0	SHIM KNG PIN	EA	5	12.00	0.00	0.11	0	0	3	2	3	
01-B-0027 0	BRG ASM TRST	EA	24	154.00	0.00	3.17	8	16	18	6	3	
01-B-0028 0	SHIM STG KNU	EA	2	12.00	0.00	0.05	0	0	6	2	3	
01-B-0029 0	WASHER SPA KNU	EA	2	3.00	0.00	0.20	0	0	0	3	0	
01-B-0030 0	WASHER SPA KNU	EA	2	4.00	0.00	0.27	0	0	0	6	0	
01-B-0031 0	WASHER SPA KNU	EA	2	4.00	0.00	0.20	0	0	0	2	0	
01-B-0032 0	KNUCLE FRT RH	EA		1.00	0.00	116.88	0	0	0	0	0	
01-B-0033 0	KNUCLE FRT LH	EA		1.00	0.00	113.14	0	0	0	0	0	
01-B-0034 0	SCREW SCT	EA	3	8.00	0.00	0.20	0	0	1	0	0	
01-B-0035 0	NUT JAM	PK	3	10.00	0.00	0.20	0	0	1	0	0	
02-B-0001 0	GSK R AX SHAFT	EA	200	32.00	0.00	6.61	340	534	370	296	234	
02-B-0002 0	WEDGE DOW R AXS	EA	25	12.00	48.00	0.21	16	12	9	4	0	
02-B-0003 0	STUD RAX SHFT	EA	15	44.00	0.00	0.18	22	51	15	5	15	
02-B-0004 0	GSK DIFFCAR	EA	3	0.00	10.00	0.68	0	3	0	3	0	
02-B-0005 0	SEAL DR PIN BG	EA	5	8.00	0.00	2.76	2	1	1	3	0	
02-B-0006 0	GSK PIN SLGR	EA	3	7.00	0.00	0.20	2	1	1	3	0	
02-B-0007 0	PLUG DR MAG	EA	6	23.00	0.00	2.73	6	6	0	0	0	
02-B-0008 0	STUD DIFF HSG	EA	8	21.00	0.00	0.68	0	0	2	0	2	
02-B-0009 0	CONE BRG INNR	EA	2	2.00	0.00	14.25	1	1	0	2	0	

A.2.5 Inventory Reports Available on Demand

"Stock Status Report as of M-D-Y"

This report is a detailed listing of the current status of each part number. The report is in part number order. Following the part number are:

(a) Unit name
(b) Units of issue
(c) Reorder point
(d) Quantity on hand
(e) Quantity on order
(f) Average price of units
(g) Units issued, current quarter to date (03/08/74)
(h) Units issued, quarter ended (12/73)
(i) Units issued, quarter ended (09/73)
(j) Units issued, quarter ended (06/73)
(k) Units issued, quarter ended (03/73)

The stock status report can be run in its entirety or it can be run for selected items or inventory classes. Uses include review of parts flow, review of reorder points, and reference for physical inventories.

"Low Usage Materials Items as of M-D-Y"

This report is used to identify part numbers which have been inactive for a predetermined period; 365 days is the interval used by Dallas Transit. The report data is analyzed by the storekeeper to determine the future reorder status of the part and, in the case of an obsolete part, the disposition of the units on hand. The report lists the quantity on hand, price, date of last issue, and quantity of last issue.

"Materials Transaction History for Processing Date M-D-Y, (Special)"

The "Special" listing of the transaction history is similar in format to the weekly report. The "Special" listing is called for to review in detail the usage of a limited number of parts. The request for this report can call from 1 to 20 part numbers, list beginning and/or ending dates for the transactions, or leave the transaction dates open to search the full file. This listing provides an audit trail for the storekeeper to trace transactions.

A.3.1 Maintenance Cost System Edit Listings

"Data Acceptance Edit List for Processing Date M-D-Y"

This edit listing is the product of the data acceptance program which checks records to assure that:

(a) Employee number field is numeric
(b) Transaction date field is numeric
(c) Transit identification code "T" is entered
(d) If exception pay code is "-", hourly wage rate must be included in card input record.

The program assures that readable data is being processed and that "special" pay rates for temporary upgrade can be honored. Records which fail these checks are printed with an asterisk under the error.

"Labor Transaction Edit List for Processing Date M-D-Y"

After processing through the basic data edit program, the cost data must meet the criteria of the Labor Transaction History File Edit/Update program. These edits include checks on the types of records in the various fields, work-reason code combinations, and the account number charged. This program prints the unacceptable records with an asterisk under the invalid fields. Maintenance management uses this report to correct errors on labor data for keypunch and re-entry into the repair cost program.

"List of Accounting Classification Exceptions"

The input records are checked against tables of valid parameters. Records which were seen as valid in the preceding labor transaction edit are checked for validity under this program's edit criteria.

"Employee Card Edit List for Processing Date M-D-Y"

The DTS Employee File Extract program uses the employees masterfile to build its own employee file; time card edits are made as the employee file is built. The time card edit is based on a table of criteria listing fields as numeric, alphameric, or as some specific combination(s) of characters.

"Employee Statistics"

This report is a tabulation of the data from the program generating the Employee Card Edit for Processing Date M-D-Y. Maintenance data control personnel can see the number of valid and invalid records of each maintenance labor classification that have been produced during the run.

A.3.2 Maintenance Cost System, Reports for Management

"Bus Repair Cost by Subassembly for Period M-D-Y thru M-D-Y in Dollars"

This report is printed in three forms:

(a) Labor Only
(b) Parts Only
(c) Labor and Parts

The report is further broken into listings by division, with an entry for each bus in that division. The costs are in whole dollars for each of 13 major vehicle subsystems, total vehicle cost for the 13 subsystems, cents per mile cost for the vehicle operation, accident costs, and vandalism costs.

This detailed cost analysis allows maintenance management to examine each bus for repair costs during a specified period, by subassembly and by labor/material cost distribution.

DALLAS TRANSIT - LABOR ONLY
BUS REPAIR COST BY SUBASSEMBLY
FOR PERIOD 12/01/73 THRU 12/31/73 IN DOLLARS

DIVISION 02

BUS	INSP. 00	*---AXLE---* FRONT 01	REAR 02	BRAKES 04	CLUTCH 05	COOL 06	ELEC 07	ENG 08	TRANS 17	WHEELS 19	BODY 24	A/C 26	MISC.	TOTAL	CENTS PER MILE	ACCID*T	VANDAL
0215	0	0	0	113	0	0	80	0	13	0	0	0	0	206	8.78	0	9
0216	0	0	0	0	0	0	107	0	0	0	0	0	73	180	5.19	0	0
0217	0	0	0	0	0	0	8	0	0	0	0	0	9	17	0.36	0	0
0218	0	0	0	0	0	0	53	0	0	0	0	0	285	338	30.73	35	18
0219	0	0	0	85	0	0	0	25	0	17	0	32	5	164	5.60	0	0
0220	0	0	0	96	0	0	0	0	0	0	0	0	27	123	4.36	0	9
0221	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0222	0	0	0	0	0	0	8	0	0	0	0	0	9	17	0.48	0	0
0223	0	0	0	0	0	0	0	26	0	0	0	0	51	77	2.94	0	18
0224	0	0	0	0	0	0	0	0	0	0	18	0	50	68	2.95	9	0
0225	0	0	0	17	0	0	0	138	0	0	0	14	17	186	7.00	0	0
0226	0	0	0	17	0	13	0	0	0	0	0	0	0	30	0.88	0	0
0227	0	0	0	0	0	30	0	0	0	0	4	0	22	56	1.54	0	9
0228	0	0	0	0	0	0	50	41	0	0	0	0	0	91	6.46	0	27
0229	0	0	0	0	0	0	24	0	0	0	0	0	34	58	2.33	0	0
0230	0	0	0	0	0	0	30	0	0	0	0	162	0	192	12.34	0	14
0231	0	0	0	0	0	0	69	0	0	0	0	0	18	87	3.50	0	0
0232	0	0	0	0	0	0	59	0	0	0	0	15	14	88	3.46	0	0
0233	0	0	0	12	0	0	17	19	0	0	0	0	9	57	2.19	0	0
0234	0	0	0	0	0	0	0	0	0	0	0	0	54	54	2.90	0	0
0235	0	0	0	47	0	0	25	0	0	0	0	0	0	72	2.25	0	17
0236	0	0	0	53	0	32	0	17	18	0	0	0	0	120	5.79	0	0
0237	0	0	0	16	0	0	16	0	0	0	0	0	0	32	1.64	0	0
0238	0	0	0	0	0	0	55	0	0	0	0	0	53	108	3.65	0	0
0301	0	0	0	0	0	0	9	0	0	0	0	0	51	60	2.16	0	0
0302	0	0	0	0	0	19	0	52	0	0	0	0	27	98	3.08	0	0
0303	0	0	0	21	0	0	0	0	0	0	0	0	23	44	1.13	0	9
0304	0	0	0	0	0	0	0	0	0	0	0	0	41	41	1.25	0	0
0305	0	0	0	0	0	0	0	82	0	0	0	0	57	139	5.31	0	14
0306	0	0	0	0	0	0	0	0	19	0	0	0	85	104	2.41	0	0
0307	0	0	0	108	0	0	0	0	0	0	0	0	0	108	2.83	0	0
0308	0	0	0	74	0	17	0	0	0	0	0	0	0	91	3.31	0	0
0309	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0310	13	0	0	0	0	0	0	0	0	0	0	0	45	58	1.38	0	0
0311	0	0	0	0	0	0	9	0	0	0	0	0	43	52	1.40	0	0
0312	0	0	0	0	0	0	32	0	0	0	0	32	0	64	1.46	0	8
0313	0	0	0	0	0	13	0	0	0	0	0	0	14	27	1.06	0	0
0314	0	0	0	0	0	0	0	12	0	0	0	0	0	12	0.33	0	0
0315	0	0	0	53	0	0	81	0	0	0	0	0	9	143	4.65	0	0
0316	0	0	0	8	0	62	32	40	0	0	0	0	57	199	7.44	0	0

DALLAS TRANSIT - PARTS ONLY
BUS REPAIR COST BY SUBASSEMBLY
FOR PERIOD 12/01/73 THRU 12/31/73 IN DOLLARS

DIVISION 02

BUS	INSP. 00	*---AXLE---* FRONT 01	REAR 02	BRAKES 04	CLUTCH 05	COOL 06	ELEC 07	ENG 08	TRANS 17	WHEELS 19	BODY 24	A/C 26	MISC.	TOTAL	CENTS PER MILE	ACCID'T	VANDAL
0215	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0216	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0217	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0218	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	31	0
0219	0	0	0	0	0	0	0	0	0	162	0	0	0	162	5.53	0	0
0220	0	0	0	68	0	0	0	0	0	0	0	0	0	68	2.41	0	0
0221	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0222	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0223	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0224	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0225	0	0	0	0	0	0	0	20	0	0	0	0	0	20	0.75	0	0
0226	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0227	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0228	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	30	0
0229	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0230	0	0	0	0	0	0	0	0	0	0	0	8	0	8	0.51	0	0
0231	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0232	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0233	0	0	0	0	0	0	8	0	0	0	0	0	0	8	0.31	0	0
0234	0	0	0	0	0	0	0	0	0	0	0	0	6	6	0.32	0	0
0235	0	0	0	0	0	0	5	0	0	0	0	0	0	5	0.16	0	0
0236	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0237	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0238	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0301	0	0	0	11	0	0	0	0	0	0	0	1	0	12	0.43	0	0
0302	0	0	0	36	0	0	0	0	0	0	0	0	0	36	1.13	0	0
0303	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	20
0304	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0305	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0306	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0307	0	0	0	0	0	0	0	0	0	139	0	0	0	139	3.65	0	0
0308	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0309	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0310	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0311	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0312	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0313	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0314	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0315	0	0	0	64	0	0	0	0	0	0	0	0	0	64	2.08	0	0
0316	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0

DALLAS TRANSIT

DECEMBER 73 DECEMBER 73

HOURLY MAINTENANCE LABOR UTILIZATION

	DIV 01	DIV 02	SHOP	TOTAL
REVENUE VEHICLES				
REPAIR	2,080.99	2,126.50	2,543.83	6,751.32
REBUILD	25.00	27.00	1,848.50	1,900.50
INSPECTION	919.25	791.00	145.75	1,856.00
SERVICE/CLEAN	3,022.00	2,182.50	96.00	5,300.50
SUB-TOTAL	6,047.24	5,127.00	4,634.08	15,808.32
ACCIDENT	0.00	0.00	270.83	270.83
VANDALISM	2.00	0.00	206.00	208.00
TOTAL	6,049.24	5,127.00	5,110.91	16,287.15
MAINTENANCE DEPT				
SERVICE VEH.S	440.50	7.00	276.00	723.50
SHOP & EQUIP	2.00	0.00	20.00	22.00
OTHER	223.50	249.00	2,311.08	2,783.58
TOTAL	666.00	256.00	2,607.08	3,529.08
MAINT DEPT TOTAL	6,715.24	5,383.00	7,717.99	19,816.23
OTHER DEPARTMENTS				
BLDG & GROUNDS	114.00	0.00	340.50	454.50
OTHER VEH.S	4.00	3.00	80.50	87.50
OTHER	39.00	20.00	252.50	311.50
SUB-TOTAL	157.00	23.00	673.50	853.50
PROJECTS	182.50	20.00	138.50	341.00
WORKED-HOUR TOTAL	7,054.74	5,426.00	8,529.99	21,010.73
FRINGE: VACATION	0.00	0.00	0.00	0.00
SICK	40.00	224.00	112.00	376.00
HOLIDAY	648.00	560.00	912.00	2,120.00
OTHER	0.00	0.00	40.00	40.00
TOTAL	688.00	784.00	1,064.00	2,536.00
TOTAL HOURS	7,742.74	6,210.00	9,593.99	23,546.73
O.T. HOURS	450.50	243.00	392.50	1,086.00

"Hourly Maintenance Labor Utilization"

This report lists the number of labor hours expended, by shop, for each of the following categories:

(a) Revenue Vehicles – repair, rebuild, inspection, service/clean, accident, and vandalism.

(b) Maintenance Dept. – service vehicles, shop and equipment, and other

(c) Other Departments – buildings and grounds, other vehicle, other, and projects

(d) Fringe – vacation, sick, holiday, other, and overtime.

The information on labor in hours provides maintenance with the necessary data for manpower budget projections.

DECEMBER 73

DALLAS TRANSIT

DECEMBER 73

MAINTENANCE LABOR COSTS

	DIV 01	DIV 02	SHOP	TOTAL	CENTS PER MILE
REVENUE VEHICLES					
REPAIR	$8,896.17	$9,217.09	$11,286.62	$29,399.88	2.63
REBUILD	120.61	107.98	8,260.39	8,488.98	.76
INSPECTION	4,042.87	3,559.87	666.09	8,268.83	.74
SERVICE/CLEAN	9,792.11	7,388.02	348.41	17,528.54	1.57
SUB-TOTAL	22,851.76	20,272.96	20,561.51	63,686.23	5.70
ACCIDENT	0.00	0.00	1,165.05	1,165.05	.10
VANDALISM	7.52	0.00	908.84	916.36	.08
TOTAL	22,859.28	20,272.96	22,635.40	65,767.64	5.89
MAINTENANCE DEPT					
SERVICE VEH.S	2,289.28	30.45	1,339.34	3,659.07	.33
SHOP & EQUIP	6.50	0.00	84.92	91.42	.01
OTHER	735.85	810.85	8,704.10	10,250.80	.92
TOTAL	3,031.63	841.30	10,128.36	14,001.29	1.25
MAINT DEPT TOTAL	25,890.91	21,114.26	32,763.76	79,768.93	7.14
OTHER DEPARTMENTS					
BLDG & GROUNDS	370.50	0.00	1,099.97	1,470.47	.13
OTHER VEH.S	16.66	13.05	332.59	362.30	.03
OTHER	134.00	82.07	1,085.72	1,301.79	.12
SUB-TOTAL	521.16	95.12	2,518.28	3,134.56	.28
PROJECTS	737.31	92.40	580.92	1,410.63	.13
WORKED-HOUR TOTAL	27,149.38	21,301.78	35,862.96	84,314.12	7.55
FRINGE: VACATION	0.00	0.00	0.00	0.00	.00
SICK	134.00	846.56	442.88	1,423.44	.13
HOLIDAY	2,438.80	2,145.63	3,774.24	8,358.64	.75
OTHER	0.00	0.00	191.60	191.60	.02
TOTAL	2,572.80	2,992.16	4,408.72	9,973.68	.89
TOTAL COST	29,722.18	24,293.94	40,271.68	94,287.80	8.44
O.T. COST	$2,644.91	$1,430.73	$2,467.03	$6,542.67	.59

"Maintenance Labor Costs"

The labor cost report depicts information from the labor utilization report and converts the time expended into cost figures. The dollar costs are laid out in the same format as that of the labor utilization report. Maintenance management is provided labor cost data in this report for comparison with the labor hours in the labor utilization report.

"Subassembly Repair Cost – Division Summary for Period M-D-Y thru M-D-Y in Dollars"

This report is a summary of the Bus Repair Cost by Subassembly Report and, like the Bus Repair Cost report, is printed in three forms:

(a) Labor Only

(b) Parts Only

(c) Labor and Parts

The report lists a line entry for each major sub-assembly with columns for division costs and cost per mile and total system costs and costs per mile.

DALLAS TRANSIT - LABOR ONLY
SUBASSEMBLY REPAIR COST -- DIVISION SUMMARY
FOR PERIOD 12/01/73 THRU 12/31/73 IN DOLLARS

	DIV 01 COSTS	DIV 01 CENTS/ MILE	DIV 02 COSTS	DIV 02 CENTS/ MILE	ALL DIVISIONS COSTS	ALL DIVISIONS CENTS/ MILE
00-INSP	070	0.01	154	0.03	224	0.02
01-F.AXLE	184	0.03	000	0.00	184	0.02
02-R.AXLE	126	0.02	000	0.00	126	0.01
04-BRAKES	3,752	0.57	2,185	0.48	5,937	0.53
05-CLUTCH	000	0.00	000	0.00	000	0.00
06-COOL	351	0.05	1,006	0.22	1,357	0.12
07-ELECT.	2,795	0.42	2,274	0.50	5,069	0.45
08-ENGINE	3,627	0.55	2,643	0.58	6,270	0.56
17-TRANS	1,027	0.16	441	0.10	1,468	0.13
19-WHEELS	294	0.04	055	0.01	349	0.03
24-BODY	447	0.07	213	0.05	660	0.06
26-A/C	1,116	0.17	718	0.16	1,834	0.16
MISC.	9,979	1.51	4,879	1.07	14,858	1.33
TOTAL	23,768	3.59	14,568	3.20	38,336	3.43
ACCIDENT	276		71		347	
VANDAL	1,409		707		2,116	

END-OF-REPORT R-COST.

DALLAS TRANSIT - PARTS ONLY
BUS REPAIR COST BY SUBASSEMBLY
FOR PERIOD 12/01/73 THRU 12/31/73 IN DOLLARS

DIVISION 01

BUS	INSP. 00	*---AXLE---* FRONT 01	REAR 02	BRAKES 04	CLUTCH 05	COOL 06	ELEC 07	ENG 08	TRANS 17	WHEELS 19	BODY 24	A/C 26	MISC.	TOTAL	CENTS PER MILE	ACCID'T	VANDAL
0002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0052	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0053	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0058	0	0	0	0	0	0	68	0	0	0	0	0	0	68	4.84	0	0
0062	0	0	0	0	0	0	0	0	0	0	7	0	0	7	0.45	161	9
0069	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0072	0	0	0	23	0	0	0	22	0	0	0	0	21	66	6.33	0	0
0074	0	0	0	0	0	0	0	0	0	0	0	3	0	3	0.18	0	0
0075	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0080	0	0	0	3	0	0	0	0	0	82	0	0	0	85	8.49	0	0
0081	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0093	0	0	0	0	0	0	0	0	0	0	5	0	0	5	0.18	0	0
0095	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0101	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0102	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0103	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0104	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0105	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0106	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0107	0	0	0	0	0	0	0	0	0	0	0	6	0	6	0.22	0	0
0108	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0109	0	0	0	0	0	0	15	0	0	0	0	0	0	15	0.51	0	0
0110	0	0	0	0	0	0	0	0	0	0	26	0	0	26	0.69	0	0
0111	0	0	0	0	0	0	0	0	0	0	10	0	0	10	0.41	0	0
0112	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0113	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0114	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0115	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0116	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0117	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0118	0	0	0	0	0	0	0	0	0	0	9	0	0	9	0.49	0	0
0119	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0120	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0239	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0240	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0241	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0242	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0243	0	0	0	0	0	0	0	0	0	0	28	0	0	28	1.29	0	0
0244	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0
0245	0	0	0	0	0	0	0	272	0	0	0	0	16	288	18.56	0	0

DALLAS TRANSIT
SUBASSEMBLY REPAIR COST -- DIVISION SUMMARY
FOR PERIOD 12/01/73 THRU 12/31/73 IN DOLLARS

	DIV 01 COSTS	DIV 01 CENTS/ MILE	DIV 02 COSTS	DIV 02 CENTS/ MILE	ALL DIVISIONS COSTS	ALL DIVISIONS CENTS/ MILE
00-INSP	070	0.01	154	0.03	224	0.02
01-F.AXLE	258	0.04	000	0.00	258	0.02
02-R.AXLE	126	0.02	000	0.00	126	0.01
04-BRAKES	3,832	0.58	4,209	0.92	8,041	0.72
05-CLUTCH	148	0.02	001	0.00	149	0.01
06-COOL	352	0.05	1,095	0.24	1,447	0.13
07-ELECT.	3,415	0.52	2,347	0.51	5,762	0.52
08-ENGINE	4,825	0.73	3,331	0.73	8,156	0.73
17-TRANS	1,027	0.16	441	0.10	1,468	0.13
19-WHEELS	527	0.08	411	0.09	938	0.08
24-BODY	973	0.15	408	0.09	1,381	0.12
26-A/C	1,574	0.24	746	0.16	2,320	0.21
MISC.	10,495	1.59	5,240	1.15	15,735	1.41
TOTAL	27,622	4.18	18,383	4.03	46,005	4.12
ACCIDENT	1,078		276		1,354	
VANDAL	1,418		727		2,145	

END-OF-REPORT R-COST.

Appendix B Report Analysis Forms

SIMS REPORT ANALYSIS FORM A

Report Title: Rejected Service Data Collector Records for Processing Date M-D-Y

Report Cycle: [x] Daily [ ] Weekly [ ] Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) Building Maintenance III)		
Current uses of this Report by DTS Personnel:	I) Monitor data collector input II) " " " records to determine maintenance required		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) [x] Stored How long? Indefinitely I) [ ] Destroyed Immediately	II) [x] Stored How long? 1 month II) [ ] Destroyed Immediately	III) [ ] Stored How long? III) [ ] Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Service Transaction Edit List for Processing Date M-D-Y

Report Cycle: [x] Daily [ ] Weekly [ ] Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) Building Maintenance III)		
Current uses of this Report by DTS Personnel:	I) Monitor data collector input II) " " " records to determine maintenance required		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) [x] Stored How long? Indefinitely I) [ ] Destroyed Immediately	II) [x] Stored How long? 1 month II) [ ] Destroyed Immediately	III) [ ] Stored How long? III) [ ] Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Unresolved Codes and Edit List for Processing Date M-D-Y

Report Cycle: [x] Daily [ ] Weekly [ ] Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) Building Maintenance III)		
Current uses of this Report by DTS Personnel:	I) Monitor input records II) " " " for records which are possibly caused by data collector records		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) [x] Stored How long? Indefinitely I) [ ] Destroyed Immediately	II) [x] Stored How long? 1 month II) [ ] Destroyed Immediately	III) [ ] Stored How long? III) [ ] Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Service Data Collector Record Summary for Processing Date M-D-Y

Report Cycle: [x] Daily [ ] Weekly [ ] Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) Accounting, Keytape operators III)		
Current uses of this Report by DTS Personnel:	I) Monitor data collector records II) " " " "		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) [x] Stored How long? Indefinitely I) [ ] Destroyed Immediately	II) [x] Stored How long? 1 month II) [ ] Destroyed Immediately	III) [ ] Stored How long? III) [ ] Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Inspection Performed Notice

Report Cycle: [x] Daily [ ] Weekly [ ] Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Verify system acceptance of inspection update record		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) [x] Stored How long? Indefinitely I) [ ] Destroyed Immediately	II) [ ] Stored How long?_____ II) [ ] Destroyed Immediately	III) [ ] Stored How long?_____ III) [ ] Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	[x] Yes --- if yes, complete next two columns [ ] No	Number of people required: 2	Average Total Man-hours per Cycle required: less than 1 man-hour/day
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Units Changed/Rering/Overhaul

Report Cycle: [x] Daily [ ] Weekly [ ] Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Verify system acceptance of update record		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) [x] Stored How long? Indefinitely I) [ ] Destroyed Immediately	II) [ ] Stored How long?_____ II) [ ] Destroyed Immediately	III) [ ] Stored How long?_____ III) [ ] Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Brake Job Done

Report Cycle: [x] Daily [ ] Weekly [ ] Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Verify system acceptance of update record		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) [x] Stored How long? Indefinitely I) [ ] Destroyed Immediately	II) [ ] Stored How long?_____ II) [ ] Destroyed Immediately	III) [ ] Stored How long?_____ III) [ ] Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Buses Added/Deleted/Updated

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly ☐ As Required

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Verify system acceptance of update record		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long?_____ I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Constants File Updates for Processing Date M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly ☐ As Required

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Verify system acceptance of update record		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) [x] Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? II) ☐ Destroyed Immediately	III) ☐ Stored How long? III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Summary of Service System Transactions for Processing Date M-D-Y

Report Cycle: [x] Daily [ ] Weekly [ ] Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) Accounting, Keytape operators III)		
Current uses of this Report by DTS Personnel:	I) Monitor input records II) " " "		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) [x] Stored How long? Indefinitely I) [ ] Destroyed Immediately	II) [x] Stored How long? 1 month II) [ ] Destroyed Immediately	III) [ ] Stored How long? III) [ ] Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	[ ] Yes --- if yes, complete next two columns [x] No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Commodity Report for Day M-D-Y

Report Cycle: [x] Daily [ ] Weekly [ ] Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) Inspection Garage III) Accounting Department Mileage Clerk		
Current uses of this Report by DTS Personnel:	I) Daily miles, total miles, inspection mileage, and service data II) Inspection scheduling III) Daily miles records		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) [x] Stored How long? Indefinitely I) [ ] Destroyed Immediately	II) [x] Stored How long? 3 months II) [ ] Destroyed Immediately	III) [x] Stored How long? 1 month III) [ ] Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	[x] Yes --- if yes, complete next two columns [ ] No	Number of people required: 3	Average Total Man-hours per Cycle required: 800 man hours/month
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	[x] Yes --- if yes, complete next two columns [ ] No	Number of people required: 1	Average Total Man-hours per Cycle required: 300 man hours/month

SIMS REPORT ANALYSIS FORM A

Report Title: Commodity Usage for Week Ending M-D-Y

Report Cycle: ☐ Daily ☒ Weekly ☐ Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) None		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Brake Status For M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Report is checked and copies are sent to: (a) Superintendent of Maintenance (b) General Foreman (c) Equipment Engineer (d) Shop Foremen		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1	Average Total Man-hours per Cycle required: 20 man hours/month
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1	Average Total Man-hours per Cycle required: 16 man hours/month

SIMS REPORT ANALYSIS FORM A

Report Title: Tire Mileage for M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) File		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? II) ☐ Destroyed Immediately	III) ☐ Stored How long? III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Inspections Done for M-Y

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Reference file for maintenance staff		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Rering/Overhaul Jobs for M-Y

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Reference file for maintenance staff		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1	Average Total Man-hours per Cycle required: 1 man hour/month
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Brake Jobs Done for M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) File for reference by maintenance staff Cross check with "Brake Status Report"		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Bus Analysis for Month Ending M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) General Foreman III)		
Current uses of this Report by DTS Personnel:	I) Reference file for maintenance staff Monthly bus-mileage totals II) Bus performance evaluation		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1	Average Total Man-hours per Cycle required: 48 man hours/month
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Bus Analysis Summary for Month-Ending M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) Superintendent of Maintenance III) Accounting Department		
Current uses of this Report by DTS Personnel:	I) Reference file II) Survey of fleet performance III) Fleet mileage data		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☐ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Bus Analysis Division/System Summary for Month Ending M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) Superintendent of Maintenance III)		
Current uses of this Report by DTS Personnel:	I) Mileage records and file for maintenance staff II) Performance data check		
Additional uses of this Report planned:	Upper management		
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Vehicle Master File Listing

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly ☐ On Demand

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) File checks		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? 1 month I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Error Messages

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly ☐ As Required

Copies of this Report go to:	I) Computer Center Operations II) III)		
Current uses of this Report by DTS Personnel:	I) Check system problems		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? 1 week I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Inventory Suspense File Contents for M-D-Y

Report Cycle: ☐ Daily ☒ Weekly ☐ Monthly

Copies of this Report go to:	I) Storeroom Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Correction of suspense file		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? _____ II) ☐ Destroyed Immediately	III) ☐ Stored How long? _____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Inventory Transaction Edit for M-D-Y

Report Cycle: ☐ Daily ☒ Weekly ☐ Monthly

Copies of this Report go to:	I) Inventory Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Check and correct input errors		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? _____ II) ☐ Destroyed Immediately	III) ☐ Stored How long? _____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Materials Transaction History for Processing Date M-D-Y

Report Cycle: ☐ Daily ☒ Weekly ☐ Monthly

Copies of this Report go to:	I) Inventory Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Verify system acceptance and update		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? II) ☐ Destroyed Immediately	III) ☐ Stored How long? III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Reorder Notification as of M-D-Y

Report Cycle: ☐ Daily ☒ Weekly ☐ Monthly

Copies of this Report go to:	I) Inventory Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Checked and used for reorder		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1	Average Total Man-hours per Cycle required: 10 man hours/month

SIMS REPORT ANALYSIS FORM A

Report Title: Follow-up Reorder Notification as of M-D-Y

Report Cycle: ☐ Daily ☒ Weekly ☐ Monthly

Copies of this Report go to:	I) Inventory Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Checked and used by storekeeper for reorders		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? _____ II) ☐ Destroyed Immediately	III) ☐ Stored How long? _____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1	Average Total Man-hours per Cycle required: 10 man hours/month

SIMS REPORT ANALYSIS FORM A

Report Title: Receiving Report

Report Cycle: ☐ Daily ☒ Weekly ☐ Monthly

Copies of this Report go to:	I) Inventory Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Entry of receiving data on report for keytape		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1	Average Total Man-hours per Cycle required: 10 man hours/month

SIMS REPORT ANALYSIS FORM A

Report Title: Amendment to Receiving Report

Report Cycle: ☐ Daily ☒ Weekly ☐ Monthly

Copies of this Report go to:	I) Inventory Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Entry of receiving data on report for keytape		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1	Average Total Man-hours per Cycle required: 10 man hours/month

SIMS REPORT ANALYSIS FORM A

Report Title: Inventory Activity Abstract for Month of M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Storekeeper II) III)		
Current uses of this Report by DTS Personnel:	I) Activity status review		
Additional uses of this Report planned:	Use by accounting department		
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Unfilled Purchase Orders Report as of M-D-Y

Report Cycle: ☐ Daily ☒ Weekly ☐ Monthly

Copies of this Report go to:	I) Storekeeper II) III)		
Current uses of this Report by DTS Personnel:	I) Purchase order monitoring		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Vendor Performance Report, Month Ending M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Storekeeper II) III)		
Current uses of this Report by DTS Personnel:	I) Vendor performance monitoring		
Additional uses of this Report planned:	Accounting Department and Superintendent of Maintenance for vendor performance evaluation		
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? II) ☐ Destroyed Immediately	III) ☐ Stored How long? III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Inventory Activity Report for Month of M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Storekeeper II) III)		
Current uses of this Report by DTS Personnel:	I) Inventory monitoring		
Additional uses of this Report planned:	Accounting Department source document on balances.		
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? II) ☐ Destroyed Immediately	III) ☐ Stored How long? III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1	Average Total Man-hours per Cycle required: 20 man hours/month

SIMS REPORT ANALYSIS FORM A

Report Title: Stock Status Report as of M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly ☐ On Demand

Copies of this Report go to:	I) Storekeeper II) III)		
Current uses of this Report by DTS Personnel:	I) Stock level/records monitoring		
Additional uses of this Report planned:	Accounting Department for stock records		
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1 Inventory cardex file	Average Total Man-hours per Cycle required: 100 man hours/month

SIMS REPORT ANALYSIS FORM A

Report Title: Low Usage Materials Items as of M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly X On Demand

Copies of this Report go to:	I) Storekeeper II) III)		
Current uses of this Report by DTS Personnel:	I) Insufficient data at this time		
Additional uses of this Report planned:	Determination of stock items to be eliminated from inventory		
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? II) ☐ Destroyed Immediately	III) ☐ Stored How long? III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Materials Transaction History for Processing Date M-D-Y (Special)

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly X On Demand

Copies of this Report go to:	I) Storekeeper II) III)		
Current uses of this Report by DTS Personnel:	I) Audit transactions on selected items		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? II) ☐ Destroyed Immediately	III) ☐ Stored How long? III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Data Acceptance Edit List for Processing Data M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly ☐ Biweekly

Copies of this Report go to:	I) General Foreman II) III)		
Current uses of this Report by DTS Personnel:	I) Correct employee time records for re-entry		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Idefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Labor Transaction Edit List for Processing Data M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly ☐ Biweekly

Copies of this Report go to:	I) General Foreman II) III)		
Current uses of this Report by DTS Personnel:	I) Correct employee time records for re-entry		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: List of Accounting Classification Exceptions

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly ☐ Biweekly

Copies of this Report go to:	I) General Foreman II) III)		
Current uses of this Report by DTS Personnel:	I) Correction of employee time records for re-entry		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Employee Card Edit List for Processing Date M-D-Y

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly ☐ Biweekly

Copies of this Report go to:	I) General Foreman II) III)		
Current uses of this Report by DTS Personnel:	I) Correction of employee time records for re-entry		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Employee Statistics

Report Cycle: ☐ Daily ☐ Weekly ☐ Monthly ☐ Biweekly

Copies of this Report go to:	I) Maintenance Data Control Clerk II) III)		
Current uses of this Report by DTS Personnel:	I) Use by maintenance supervision in time card accuracy		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Bus Repair Cost by Subassembly for Period M-D-Y in Dollars-Labor Only

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Maintenance Staff II) III)		
Current uses of this Report by DTS Personnel:	I) Labor cost analysis		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? _____ II) ☐ Destroyed Immediately	III) ☐ Stored How long? _____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Bus Repair Cost by Subassembly for Period M-D-Y for M-D-Y in Dollars- Parts Only

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Maintenance Staff II) III)		
Current uses of this Report by DTS Personnel:	I) Parts cost analysis		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? _____ II) ☐ Destroyed Immediately	III) ☐ Stored How long? _____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Bus Repair Cost by Subassembly for Period M-D-Y thru M-D-Y in Dollars

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Maintenance Staff II) III)		
Current uses of this Report by DTS Personnel:	I) Bus Repair Cost analysis		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? _____ II) ☐ Destroyed Immediately	III) ☐ Stored How long? _____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Hourly Maintenance Labor Utilization

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Superintendent of Maintenance II) III)		
Current uses of this Report by DTS Personnel:	I) Labor utilization analysis		
Additional uses of this Report planned:			
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Maintenance Labor Costs

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Superintendent of Maintenance II) III)		
Current uses of this Report by DTS Personnel:	I) Labor costs analysis		
Additional uses of this Report planned:	Accounting Department for labor costs distribution		
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☐ Yes --- if yes, complete next two columns ☒ No	Number of people required:	Average Total Man-hours per Cycle required:

SIMS REPORT ANALYSIS FORM A

Report Title: Subassembly Repair Cost--Division Summary for Period M-D-Y thru M-D-Y in Dollars-Labor Only

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Superintendent of Maintenance II) III)		
Current uses of this Report by DTS Personnel:	I) Labor cost analysis		
Additional uses of this Report planned:	Accounting Department, labor cost distribution		
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long? _____ II) ☐ Destroyed Immediately	III) ☐ Stored How long? _____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☐ No	**Number of people required:**	**Average Total Man-hours per Cycle required:**
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☒ Yes --- if yes, complete next two columns ☐ No	**Number of people required:** 1	**Average Total Man-hours per Cycle required:** 8 man hours/month

SIMS REPORT ANALYSIS FORM A

Report Title: Subassembly Repair Cost--Division Summary for Period M-D-Y thru M-D-Y in Dollars-Parts Only

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Superintendent of Maintenance II) III)		
Current uses of this Report by DTS Personnel:	I) Parts cost analysis		
Additional uses of this Report planned:	Accounting Department, parts cost distribution		
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☐ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1	Average Total Man-hours per Cycle required: 8 man hours/month

SIMS REPORT ANALYSIS FORM A

Report Title: Subassembly Repair Cost--Division Summary for Period M-D-Y thru M-D-Y in Dollars

Report Cycle: ☐ Daily ☐ Weekly ☒ Monthly

Copies of this Report go to:	I) Superintendent of Maintenance II) III)		
Current uses of this Report by DTS Personnel:	I) Repair cost analysis		
Additional uses of this Report planned:	Accounting Department, repair cost distribution		
Final disposition of this Report: (Copies I, II and III)	I) ☒ Stored How long? Indefinitely I) ☐ Destroyed Immediately	II) ☐ Stored How long?_____ II) ☐ Destroyed Immediately	III) ☐ Stored How long?_____ III) ☐ Destroyed Immediately
Was this Report (or a similar one replaced by this one) produced before SIMS ?	☐ Yes --- if yes, complete next two columns ☐ No	Number of people required:	Average Total Man-hours per Cycle required:
Is this Report (or a similar one to be replaced by this one) currently being manually produced by DTS?	☒ Yes --- if yes, complete next two columns ☐ No	Number of people required: 1	Average Total Man-hours per Cycle required: (accounted for on the labor and parts report)

B-49/(B-50 blank)