

# StarTran Software

# TransitFleet® Newsletter August, 2011

This TransitFleet newsletter has information for TransitFleet users and prospective users including:

- StarTran Software at APTA Expo in New Orleans
- newest TransitFleet users
- expanded coast to coast support for TransitFleet and collaboration with other vendors
- the new paperless shop and facilities management modules in TransitFleet
- useful features in inventory and purchasing beyond the basics
- accounting system interfaces



**October 3 - 5, 2011**

**Booth 2900**

**Ernest N Morial Convention Center  
New Orleans LA**

We invite all users and prospective users to visit StarTran Software October 3 - 5 at booth 2900 at the triennial APTA Expo at the Ernest Morial Convention Center in New Orleans. Users can get some hands-on tips and training on useful features of TransitFleet and prospective users can see TransitFleet in action and meet current users and find out why they recommend it to other transit systems considering new or replacement fleet maintenance and inventory software. This will also give everyone a chance to meet Cliff, the newest member of the StarTran Software team (see below).

We also invite current users to check out the listings on the StarTran Software website under Our Customers. Let us know if you would like to add to or change your listing and particularly the user comments. Let us know if TransitFleet has helped you in a particular way (such as an FTA triennial review or an audit); it's one thing to hear great things about a product from a vendor; it's more effective to hear it from the product's users who face the same issues and have the same requirements.



Southeastern Regional Transit Authority (SRTA) and Union Street Bus Company (USBC), its contract operator, now use TransitFleet for maintenance of its fleet of 60 fixed route buses and 22 paratransit vans



Pee Dee Regional Transportation Authority (PDRTA) implemented TransitFleet in production use in May, 2011. PDRTA maintains a fleet of 23 fixed route, commuter, and trolley vehicles and 80 para-

## **SRTA Implementation (continued)**

evenly split between garages in New Bedford and Fall River MA and each facility has its own parts inventory. Maintenance purchasing is coordinated in New Bedford. TransitFleet users enter and look up maintenance and inventory activity for their facility and users with sufficient access rights can view activity in both facilities. Maintenance and inventory lookups and reporting can be for an individual facility or consolidated for systemwide reporting. Foremen assign work to mechanics and either enter work orders in TransitFleet or have the mechanics enter them. Mechanics enter time spent and work performed directly on TransitFleet work orders at workstations on the shop floor. SRTA / USBC uses TransitFleet to schedule maintenance at both facilities.

All purchasing for inventory at both facilities is entered on TransitFleet purchase orders. Receivings, freight and credits are entered as they occur and invoices from vendors are validated and entered. Using an automated interface with SRTA / USBC's Microsoft Dynamics GP (Great Plains) financial management system, approved vendor invoices automatically become unposted transactions in GP accounts payable. SRTA / USBC also has a custom report to identify internal work that can potentially be capitalized rather than be considered operating expense.

SRTA / USBC had previously been using Trapeze FLEET and needed to replace it because FLEET could not correctly maintain the two facility inventories or schedule preventive maintenance according to SRTA / USBC requirements. All inventory and maintenance data was converted for use in TransitFleet such that no data reentry was required and histories are available for lookup and reporting.

## **PDRTA Implementation (continued)**

transit vehicles operating from a main facility in Florence SC and offices in Marion SC and Cheraw SC covering a six county region of northeastern South Carolina. Most maintenance is performed at the PDRTA garage in Florence and outside vendors do some scheduled maintenance in outlying areas and maintenance work not done by the Florence garage. All maintenance work is entered on TransitFleet work orders for all vehicles. TransitFleet is used to manage the parts inventory and maintenance purchasing at the Florence garage.

PDRTA has no on site fueling and vehicles do not pull in to a central location so interfaces with other systems have been implemented to capture daily fueling and mileage in TransitFleet. PDRTA uses TransSched Systems' TransView for paratransit scheduling and dispatching and ending daily mileages are keyed into TransView and then automatically transmitted to TransitFleet. When mobile data terminals are implemented in a later phase of the TransView project, ending daily mileages will come from the MDT's. Fixed route and commuter mileages are entered manually in TransitFleet from daily driver logs. All drivers fuel their own vehicles using the Mansfield fuel management system, a card system that provides reports and interface files for loading into TransitFleet.

PDRTA had previously been using a state provided vehicle maintenance system that was cumbersome to use and could not provide reliable information because erroneous data could easily be entered and reports and information lookups were not suited to PDRTA needs. All inventory and maintenance data was converted for use in TransitFleet such that no data reentry was required and histories are available for lookup and reporting.

## **StarTran Software News**

StarTran Software now has a west coast presence with the addition of Cliff Bandringa to the StarTran Software team. Cliff brings over 20 years of experience in software development and support including fleet maintenance and inventory software installations at transit systems. Cliff was a co-founder of Administrative Management Systems (AMS), a company that developed software for various functions for school administration and transportation including fleet and facilities management. AMS was acquired by Trapeze Software Group and Cliff then worked for Trapeze supporting the former AMS products including the fleet maintenance product that became Trapeze FLEET. FLEET was installed at several transit properties so he is no stranger to the functions and environment of TransitFleet customers. Cliff also worked for TransTrack Systems which provides data warehousing of data from various sources to do coordinated performance analysis and reporting for transit systems.

Cliff will be providing a repository for TransitFleet source code and a second source of support for TransitFleet customers. Cliff will also be doing software development on the mobile computers that will be used in the new TransitFleet paperless shop module described below. Cliff is located in Victorville CA (i.e., Pacific time) and can be reached by phone at 760 821-9102 and his email address is [cliff@StarTranSoftware.com](mailto:cliff@StarTranSoftware.com). You can also meet him at APTA Expo in New Orleans.



### **TransitFleet Interfaces with Other Software**

TransitFleet is designed to easily interface with software from other vendors and we are looking at several potential productive collaborations in addition to current existing interfaces. There are currently interfaces with fuel management systems including S&A's Fleetwatch, TRAK, Gasboy, FuelMaster, MegaTrak, and Mansfield Fuel Management System and with financial management systems including Microsoft Dynamics GP (Great Plains) and Solomon (and a planned interface with MAS90) as noted below. For two TransitFleet installations, daily mileage entries are via automated interfaces: Omaha Metro from the Trapeze Bid/Dispatch system and PDRTA gets daily paratransit mileages from TranSched's TransView paratransit dispatching system. In discussions with TransTrack Systems, we have determined that TransitFleet would be a good source for fleet maintenance and performance data for TransTrack's Transit Performance Manager and an interface could easily be implemented for transit systems that have both products. Other potential interfaces include diagnostic information from AVL systems, automated reporting to tire lease vendors, catalogs from parts suppliers, and reporting from fluid sample lab results.

## Paperless Shop and Facilities Management Modules

Paperless shop and facilities management are two add-on TransitFleet modules that will be available in early 2012. Either or both of these modules can be added to a basic TransitFleet installation.

### Paperless Shop

The paperless shop module will feature a mobile computer that will be used for data entry for any or all of the following functions:

- operator defect reporting / problems to report on vehicle inspection reports
- work order labor entries including clocking on and off work orders and entering notes on work performed
- parts issues charged to work orders
- parts receivings
- daily fuel and mileage entries, and
- conducting a physical inventory

The mobile computer will be a wireless handheld device with a Windows operating system, full keyboard and number keypad, large easy to read display monitor, and a scan engine capable of capturing barcodes, RFID tags, and images. The mobile computer will be used for data entry into TransitFleet just as is done currently using a standard computer workstation but all data entry on a mobile computer will be real time.



### Facilities Management

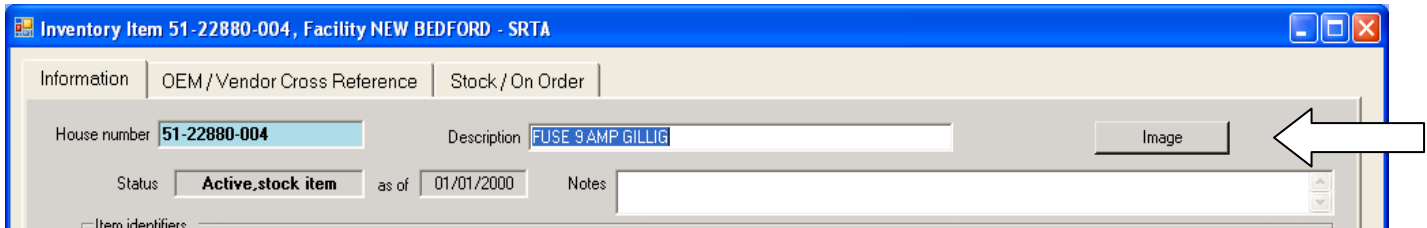
The facilities management module will provide functions to track and manage maintenance for buildings and grounds, garage equipment, and transit facilities including bus shelters, bus stops, park and ride lots and transit centers. Functions for facilities management include:

- automated input of work requests for maintenance or repair work
- maintaining inventory of bus shelters, bus stops, and park and ride lots
  - locations, organized into routes for scheduled maintenance
  - descriptions and inventory of equipment at each bus shelter or stop
- maintenance scheduling
  - scheduling for buildings and grounds equipment and fixed garage equipment maintenance
  - scheduling for bus shelters, bus stops, and park and ride lot (route specific) maintenance
- tracking and histories for facilities
  - on-screen lookup and printed reports of histories of specific facilities
  - on-screen lookup and printed reports of labor histories

New features have regularly been added to TransitFleet and all are available to all TransitFleet users. We want to make sure users are aware of these features and have the opportunity to take advantage of them. All it takes is a phone call or email for support to set up and use any of these.

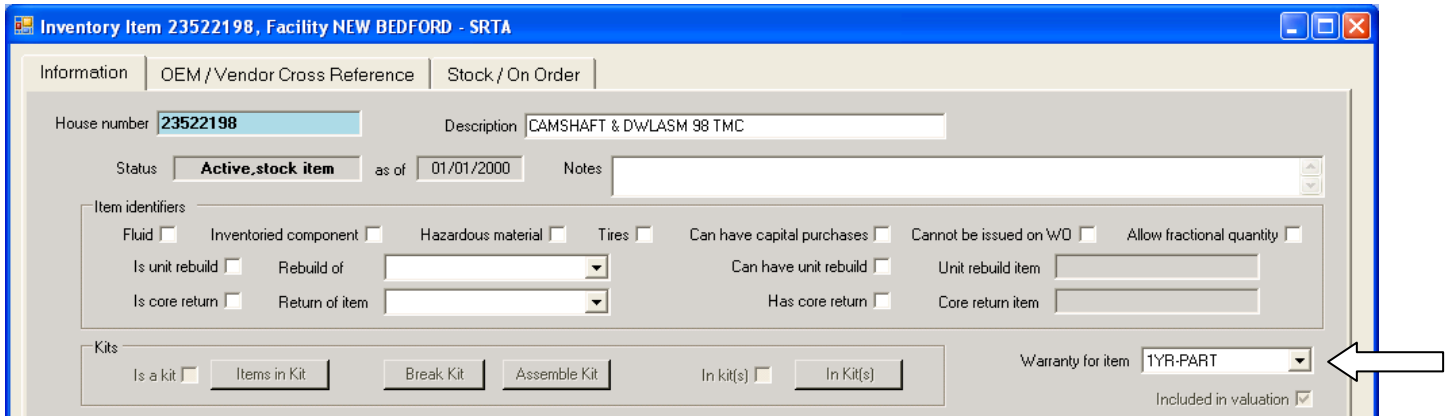
## Lookup of Images of Inventory Parts

Sometimes it's handy to be able to go to a workstation on the shop floor or at the parts counter to see what a part looks like to compare it to what's in the service manual or if there are none on the shelf. With TransitFleet you can put photos of individual parts on the network and, if a photo exists for a given item, an **Image** button is displayed when you bring up the item and clicking on it displays the photo. No cost to implement and easy to set up and use! Check it out!



## Inventory Item Warranties

Some parts come with a warranty (e.g. a one year warranty) and it's useful to determine the warranty status of all such items issued particularly if one should fail. A warranty can be set up for any individual item and TransitFleet tracks the warranty status of all issues of items under warranty.



The screenshot shows a software window titled 'Issue / Direct Purchase History - Item 23522198'. It displays a table of issue history for the item. The table has columns for Day / date, Facility, W/O, Closed, Vehicle/equipment, Qty, Issue/Purchase, Status, Unit cost, Expiration, and Superseded item. A white arrow points to the bottom of the table.

Day / date	Facility	W/O	Closed	Vehicle/equipment	Qty	Issue/Purchase	Status	Unit cost	Expiration	Superseded item
Thu 03/17/2011	FR	FR11-0743	<input checked="" type="checkbox"/>	9506	1	Issue	Issued	319.5400	3/17/2012	
Mon 12/20/2010	FR	FR10-0335	<input checked="" type="checkbox"/>	9830	1	Issue	Issued	445.5900	12/20/2011	
Wed 11/24/2010	NB	Transfer	<input type="checkbox"/>	To FR	1	Transfer	Transferred	445.5900		

## Inventory Item Applicability to Fleets

There is now a way in TransitFleet to specify any and all fleets each inventory item fits. You can set up any number of so-called *inventory applicability groups*, which are typically a model for a manufacturer and year but can be set up any way that works. *Inventory applicability groups* can be the same or different from fleets and subfleets and/or reporting groups. Each vehicle is a member of one and only one *inventory applicability group* but any number of *inventory applicability groups* can be specified for an inventory item, as shown. This can be useful to determine quantity of an item to stock, vendors to buy it from, and, when a given fleet is retired, what parts can be removed from inventory (or not if used on other fleets).

An Inventory Listing can be run for any *inventory applicability group* that shows inventory items in that group and other *inventory applicability groups* set up for that item.

<b>BARTA</b>						8/7/2011
<b>Inventory Listing for Inventory Applicability Group</b>						9:17 pm
Inventory applicability group: 05 GILLIG 35						Page 1 of 1
House number	Item description	Lookup group	Location	Qty on hand	Other inventory applicability groups	
0537315000	PITMAN ARM STEERING GIL 04/5/7/8/9/11	GENERAL	K60000	2	04GILLIG, 07GILLIG, 08GIL35, 09GIL40, 10GIL40H	
1346071000	LAMP ASSY SIDE TURN 04/05/07'S	BUS-ELEC	B40402	6	04GILLIG, 07GILLIG, 08GIL35, 09GIL40, 09GIL40H	
1837908009	SCREEN FRONT WIDSHIELD GIL(BLACK	GENERAL	L50000	4	07GILLIG, 08GIL40, 09GIL40, 10GIL40H	
1844841003	SCREEN SIDE WINDOW GIL05 (HALF/HA	GENERAL	L50000	7	07GILLIG, 08GIL40, 09GIL40, 09GIL40H	
3940245	GASKET HYDRAULIC PUMP/Air Compr G	GENERAL	CB0705	15	07GILLIG, 08GIL40	
3940632	THERMOSTAT ISL280 GIL 05	BUS-ENGINE	B30503	5	07GILLIG	
3976835	TENSIONER ALTERNATOR GILLIG 5	GENERAL	A50109	8	07GILLIG	
4592AR	LINNING STANDARD (REMAN)	GENERAL	BRAKE	38	04GILLIG, 07GILLIG, 08GIL35, 08GIL40, 09GIL40, 91GILI	
4933780RX	COMPRESSOR AIR ISL 18.7 Ci GIL 05/07	GENERAL	138C01	3	07GILLIG, 08GIL35, 09GIL40	
4954905	SENSOR TEMP ISBII ISL OPUS GIL	GENERAL	CB0601	0	03-OPUS, 04-OPUS, 07GILLIG, 08GIL40, 09GIL40, 09GIL	
5102164021	SWITCH TOGGLE FOURWAYS GILLIG	BUS-ELEC	E10102	5	07GILLIG, 08GIL40, 09GIL40, 10GIL40H	
5260634	PUMP FUEL TRANSFER ISL GIL05/07	GENERAL	E40102	3	07GILLIG, 08GIL40	
64115F	BRAKE DRUM REAR GIL 91/04/05/7/8/9	BUS-BRK/AIR	BARN	8	04GILLIG, 07GILLIG, 08GIL35, 08GIL40, 09GIL40, 91GILI	
6500593	HUB METER GIL 05/7/8/9	BUS-AXLE/SUS	C60502	3	04GILLIG, 07GILLIG, 08GIL40, 09GIL40, 10GIL40H	
8207935000	BRAKE LINNING(R)GIL 04/5	BUS-BRK/AIR	BRAKE	0	04GILLIG, 07GILLIG, 08GIL40, 09GIL40, 91GILLIG	
A2214	REGULATOR VOLTAGE ALT OPUS/HYBI	GENERAL	E40201	2	03-OPUS, 04-OPUS, 07GILLIG, 08GIL35	

## Multiple Vendor Lines for Inventory Items

Parts vendors now carry multiple lines for inventory items and TransitFleet now handles tracking and purchasing of multiple lines for an item from a vendor. Aftermarket parts supplier Muncie, for example, has up to four lines for some items, typically quality variations for the same item, each with its own vendor item number and price but all referring to the same item in the inventory. OEM New Flyer now carries its regular OEM line of items but also offers an aftermarket line of "NFA" items which are the same vendor item number with an NFA suffix.

Entering multiple vendor lines is the same as entering a new vendor:

Inventory Item 3288634, Facility MADISON METRO TRANSIT - Madison Metro Transit

Information OEM / Vendor Cross Reference Stock / On Order

House number 3288634 Description BELT ALTERNATOR ALL ISC/SL Units of measure EA Issue EA Order EA

OEMs for Item 3288634

Rank	OEM code	OEM name	OEM item
1	GILLIG	GILLIG CORPORATION	82-22941-000
2	NEWFLYER	NEW FLYER INDUSTRIES	6500151

Inventory applicability groups

Group code	Inventory applicability grp description

Universal product code (UPC)

Vendors for Item 3288634

Rank	Vendor code	Vendor item	Units, order	Price	As of	Day / date	Qty	Unit cost	Quote date	Price quote	Valid thru	Not
1	MUNCIE	EMR108266	EA	13.0000	7/1/2011	7/13/2011	6	13.0000	6/22/2011	13.0000	8/21/2011	
		8PK1255MR	EA	9.4500	7/1/2011	8/2/2011	2	9.4500	6/22/2011	9.4500	8/21/2011	
		EMR127011	EA						6/22/2011	29.0500		
		EMR101479	EA						6/22/2011	52.9000		
2	FLYER	6500151	EA	32.9100	1/1/2000				6/22/2011	21.4300		
		6500151NFA	EA									
3	GILLIG	82-22941-000	EA	53.6100	1/1/2000	11/10/2009	10	0.0000	6/22/2011	33.0200	9/20/2011	2-4 w
4	MOHAWK	3288634	EA						6/22/2011	34.0000		
5	CUMMINS	3288634	EA	34.6500	1/1/2000	6/1/2011	6	42.4400				
6	GATES	K080496	EA									
7	DAYCO	5080495	EA									
8	GOODYEAR	4080495	EA									

When entering an item for a vendor that has multiple lines on a purchase order, TransitFleet shows all lines offered and prompts for a line to be selected on the PO as shown.

Select Vendor Line for Item 3288634 for Vendor MUNCIE

House number 3288634 Description BELT ALTERNATOR ALL ISC/SL

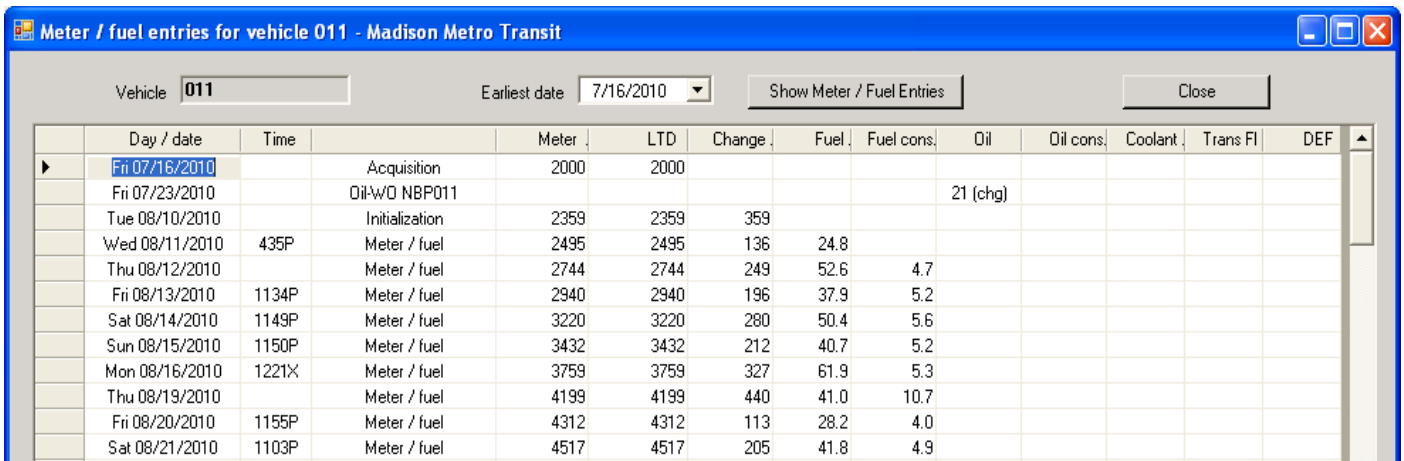
Vendor MUNCIE MUNCIE RECLAMATION

Line	Vendor item number	Date	Unit cost	Date	Unit cost	Date	Unit cost	Expires on
1	EMR108266	7/1/2011	13.0000	7/13/2011	13.0000	6/22/2011	13.0000	8/21/2011
2	8PK1255MR	7/1/2011	9.4500	8/2/2011	9.4500	6/22/2011	9.4500	8/21/2011
3	EMR127011					6/22/2011	29.0500	
4	EMR101479					6/22/2011	52.9000	

## Order for Viewing a Vehicle's Daily Fuel / Mileage Entries

TransitFleet features a handy "single click" way to easily bring up a screen display of a vehicle's activity - work order history, parts usage history, and daily fuel and mileage history. Work orders and parts usage histories have always been displayed in descending order with most recent activity first and daily fuel and mileage history has always been displayed in ascending order with a vehicle's most recent activity at the end. Users could always click on the date column to reverse the sort so the most recent fuel and mileage entry was first but some users suggested it would be more useful to have the initial display always sort with the most recent activity first. With the latest release of TransitFleet, it is an option for each installation whether the daily fuel and mileage display sort is ascending (most recent last) or descending (most recent first).

Original sort order for daily fuel and mileage - most recent at the end:

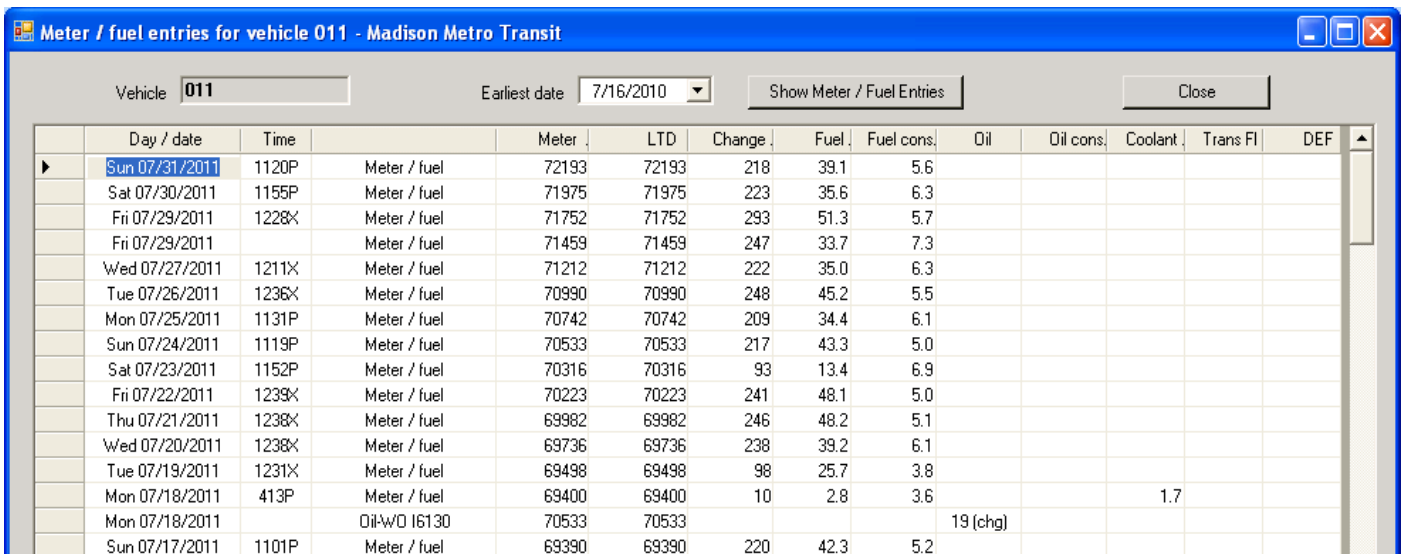


Meter / fuel entries for vehicle 011 - Madison Metro Transit

Vehicle: 011    Earliest date: 7/16/2010    Show Meter / Fuel Entries    Close

	Day / date	Time		Meter	LTD	Change	Fuel	Fuel cons.	Oil	Oil cons.	Coolant	Trans Fl	DEF
▶	<a href="#">Fri 07/16/2010</a>		Acquisition	2000	2000								
	Fri 07/23/2010		Oil-WO NBP011						21 (chg)				
	Tue 08/10/2010		Initialization	2359	2359	359							
	Wed 08/11/2010	435P	Meter / fuel	2495	2495	136	24.8						
	Thu 08/12/2010		Meter / fuel	2744	2744	249	52.6	4.7					
	Fri 08/13/2010	1134P	Meter / fuel	2940	2940	196	37.9	5.2					
	Sat 08/14/2010	1149P	Meter / fuel	3220	3220	280	50.4	5.6					
	Sun 08/15/2010	1150P	Meter / fuel	3432	3432	212	40.7	5.2					
	Mon 08/16/2010	1221X	Meter / fuel	3759	3759	327	61.9	5.3					
	Thu 08/19/2010		Meter / fuel	4199	4199	440	41.0	10.7					
	Fri 08/20/2010	1155P	Meter / fuel	4312	4312	113	28.2	4.0					
	Sat 08/21/2010	1103P	Meter / fuel	4517	4517	205	41.8	4.9					

After "flipping the switch" for sort order for daily fuel and mileage - most recent first:



Meter / fuel entries for vehicle 011 - Madison Metro Transit

Vehicle: 011    Earliest date: 7/16/2010    Show Meter / Fuel Entries    Close

	Day / date	Time		Meter	LTD	Change	Fuel	Fuel cons.	Oil	Oil cons.	Coolant	Trans Fl	DEF
▶	<a href="#">Sun 07/31/2011</a>	1120P	Meter / fuel	72193	72193	218	39.1	5.6					
	Sat 07/30/2011	1155P	Meter / fuel	71975	71975	223	35.6	6.3					
	Fri 07/29/2011	1228X	Meter / fuel	71752	71752	293	51.3	5.7					
	Fri 07/29/2011		Meter / fuel	71459	71459	247	33.7	7.3					
	Wed 07/27/2011	1211X	Meter / fuel	71212	71212	222	35.0	6.3					
	Tue 07/26/2011	1236X	Meter / fuel	70990	70990	248	45.2	5.5					
	Mon 07/25/2011	1131P	Meter / fuel	70742	70742	209	34.4	6.1					
	Sun 07/24/2011	1119P	Meter / fuel	70533	70533	217	43.3	5.0					
	Sat 07/23/2011	1152P	Meter / fuel	70316	70316	93	13.4	6.9					
	Fri 07/22/2011	1238X	Meter / fuel	70223	70223	241	48.1	5.0					
	Thu 07/21/2011	1238X	Meter / fuel	69982	69982	246	48.2	5.1					
	Wed 07/20/2011	1238X	Meter / fuel	69736	69736	238	39.2	6.1					
	Tue 07/19/2011	1231X	Meter / fuel	69498	69498	98	25.7	3.8					
	Mon 07/18/2011	413P	Meter / fuel	69400	69400	10	2.8	3.6			1.7		
	Mon 07/18/2011		Oil-WO I6130	70533	70533				19 (chg)				
	Sun 07/17/2011	1101P	Meter / fuel	69390	69390	220	42.3	5.2					

So if you would like to "flip the switch," contact StarTran Software.

## Accounting System Interfaces

TransitFleet can provide useful data to a transit system's accounting system including daily accounts payable activity and several monthly and end of year postings to the general ledger as separate journal entries. Monthly postings could include cost for parts for debiting parts expense and crediting inventory and costs for parts, maintenance labor, and fuel to determine allocation of expenses by mode, generally fixed route and paratransit. North East Transportation operates both fixed route and paratransit service in three separate service areas and TransitFleet generates a **Service Allocation Report** that reports mileage, fuel and oil quantity and cost, maintenance labor hours, and parts cost by vehicle for each mode / service area and a summary for each mode / service area. General journal entries are entered monthly using summary data from the **Service Allocation Report**.

When a physical inventory is conducted using TransitFleet at the end of a fiscal year, counts are entered into TransitFleet and the inventory is automatically reconciled for each item where the count varies from quantity on hand. The **Inventory Reconciliation Report** lists each item that was reconciled with a total net reconciliation amount which can then be posted to the general ledger.

P15-1097	FILTER AIR V /HFG, LFG, HYBRID	EA	420000	13	<input checked="" type="checkbox"/>	1	33.0190	33.02	14	
P3528A	FILTER WEBASTO FUEL	EA	260204	22	<input checked="" type="checkbox"/>	1	3.4134	3.41	23	
V2-SP-97	SPRING UP PARALLEL ARM	EA	760104	6	<input checked="" type="checkbox"/>	-1	6.2500	-6.25	5*	
<b>Total reconciliation cost:</b>								<b>-1,449.37</b>		

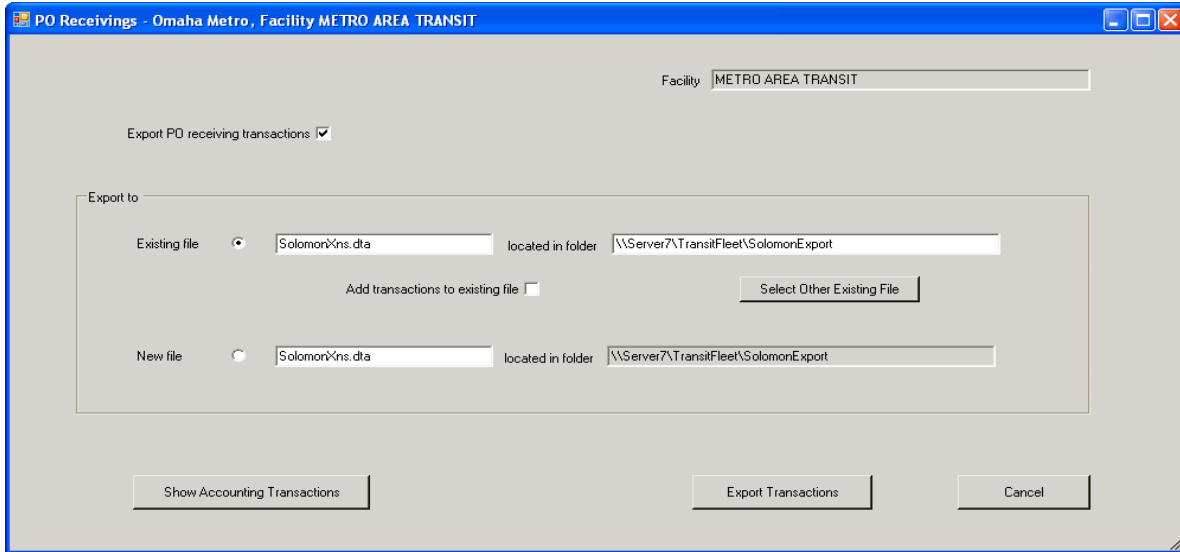
For the infrequent and low volume monthly and end-of-year postings, users can use the information generated on TransitFleet reports to manually enter general journal entries for posting to the general ledger.

### Purchasing and Payables Interface

The level of purchasing activity in TransitFleet might well warrant an automated interface between TransitFleet purchasing and accounts payable in the financial management system. The actual implementation of the interface is not difficult because TransitFleet and commercial financial management systems have "hooks" for interfaces but the interface can only work well if the finance department, auditors, and the software vendors agree on functional requirements for purchasing and payment data entry and authorization procedures; i.e. what functions are done in which system and what data is to be transmitted between them. TransitFleet has a fully functional purchasing system that is integrated with inventory so all users currently enter purchase orders and receivings for parts. TransitFleet can be used for all maintenance and non-maintenance purchasing including maintenance services (e.g. towing, outside repairs), and non-maintenance purchasing items and services (i.e., office supplies, printing, capital purchases, auditors, whatever) and some users do use TransitFleet for all purchasing. There can be separate steps for PO entry (i.e. requisition) and authorization in TransitFleet. Receivings are entered (for PO's with receivings) and vendor invoices for any PO can be reviewed and authorized for payment in TransitFleet. Any or all activity at any level of detail can be included in an interface specification but it should avoid duplicate functions in the two systems and reflect reporting and audit requirements.

Two TransitFleet users currently do have automated interfaces between TransitFleet purchasing and accounts payable in their respective accounting systems and two others are planned.

Omaha Metro enters purchase orders for all purchasing for all departments in TransitFleet. Receivings are entered in TransitFleet for all PO's with items to be received and PO's with no receivings (i.e. services) are closed when completed. Vendor invoices are matched with PO's and any cost adjustments, freight, returned items, and credits are entered on TransitFleet PO's. All completed activity that appears on an invoice is then transmitted to the accounts payable module of the financial management system (Solomon in this case) in detail, as shown below.



The export includes all details on each PO including all receivings, freight, credits, and services rendered. Staff in the finance department have access to TransitFleet so they can look up any purchasing information in TransitFleet.

Transaction	Transaction date	Generated at	Purchase order	Vendor code	Finance vndr code	Item number	Amount	Transferred on
PO receiving	Fri 07/08/2011	7/8/2011 2:21 PM	66745	GILLIG	10477	50-35475-001	200.00	Fri 07/08/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:13 AM	66750	GILLIG	10477	82-27712-000	56.00	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:12 AM	66750	GILLIG	10477	82-37460-000	284.37	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:13 AM	66750	GILLIG	10477	82-25008-002	378.12	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:48 AM	66748	PEERLESS	11184	WLK-25	270.00	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:42 AM	66676	DELL	15190	INVXFCwD2RR7	3824.00	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:42 AM	66676	DELL	15190	INVXFCwR5KN3	13390.20	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:42 AM	66676	DELL	15190	INVXFCwF1Zx8	6517.58	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:42 AM	66676	DELL	15190	INVXFCwWXP82	60349.41	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:13 AM	66750	GILLIG	10477	82-03713-000	157.00	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:12 AM	66750	GILLIG	10477	51-02164-015	42.20	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:12 AM	66750	GILLIG	10477	14-39434-000L	696.96	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:48 AM	65759	MUNCIE	10062	8H8.31.521.VV11	8050.00	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 11:13 AM	66742	MOHAWK	10061	97-5341-00186	16.10	Tue 07/26/2011
PO receiving	Mon 07/11/2011	7/11/2011 10:47 AM	66756	GILLIG	10477	05-54963-000	1124.62	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 9:49 AM	66757	NEFF	10279	TOW	100.00	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 11:36 AM	66597-1	WEITZ	44224	SERVICES	26235.00	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:56 PM	65707-7/1	MUD	10069	STD PO	2067.26	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:55 PM	65957-JUNE	QWEST	11100	STD PO	68.95	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:54 PM	50539-JUN29	GOODWILL	15237	STD PO	7461.33	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:53 PM	65914-6/30	GOODWILL	15237	STD PO	21947.08	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:52 PM	65913-6/30	GOODWILL	15237	STD PO	8904.14	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:52 PM	66081-2	BLUEJAY	15551	INV01-0019624	1037.00	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:52 PM	66081-2	BLUEJAY	15551	INV01-0019629	1079.00	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:51 PM	65709-JULY	MUD	10069	STD PO	51.86	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:50 PM	66078-7/5	G&KINC	15548	STD PO	225.98	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:49 PM	65744-6/29	ARAMARK	10094	STD PO	460.90	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:49 PM	65877-JUNE	OPPD	10052	STD PO	19709.39	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:48 PM	65911-6/30	ARMORED	15430	STD PO	2265.48	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:47 PM	65792-6/30	ONTRAC	10114	STD PO	109.09	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:46 PM	65704-7/1	LIGHTEDGE	15000	STD PO	433.16	Tue 07/26/2011
PO service	Mon 07/11/2011	7/11/2011 1:46 PM	65934-JUNE	DWH	10093	STD PO	372.00	Tue 07/26/2011

SRTA / USBC enters purchase orders in TransitFleet only for parts and fuel deliveries. Receiving, freight, cost adjustments, returned items, and credits are entered on PO's. As invoices are received, PO's are checked to ensure all information matches and any corrections are made on the PO's. Invoices are then entered in TransitFleet using the validated PO information as shown below.

Vendor Invoicing on PO NB11-0299 - SRTA

Purchase order: **NB11-0299** Facility: **NEW BEDFORD**

Vendor: **GILLIG** / **GILLIG CORP** PO stock type: **Stock items**

Issue date: **Thu 07/07/2011** Status: **Open, has all receivings** Close date:  PO account: **504930-200**

Vendor invoice number: **4720308** Invoice date: **7/29/2011**

Line	House number	Vendor item	Description	Qty	Date	Qty	Unit cost	Extended cost	Invoiced amt	Invoice amt	On this invoice	Account
1	FF5636	FF5636	FILTER FUEL 09/10 GILLIG	6	7/11/2011	6	15.2600	91.56	91.56		<input type="checkbox"/>	504930-200
2	82-13673-024	82-13673-024	A/C DRIER FILTER GILLIGS	10	7/11/2011	10	37.6800	376.80	376.80		<input type="checkbox"/>	504930-200
3	53-02222-076	53-02222-076	BELT A/C HYBRID 808-809 &	4	7/25/2011	4	56.0300	224.12		224.12	<input checked="" type="checkbox"/>	504930-200
3	53-02222-076	53-02222-076	BELT A/C HYBRID 808-809 &	4	7/25/2011	-4adj	56.0300	-224.12		-224.12	<input checked="" type="checkbox"/>	504930-200
3	53-02222-076	53-02222-076	BELT A/C HYBRID 808-809 &	4	7/25/2011	4adj	89.9300	359.72		359.72	<input checked="" type="checkbox"/>	504930-200
4	P605536	P605536	FILTER AIR GILLIG 800	4	7/11/2011	4	56.0300	224.12	224.12		<input type="checkbox"/>	504930-200
5	82-48361-005	82-48361-005	WINDOW STOP SASH 2010	10	7/15/2011	10	15.7300	157.30	157.30		<input type="checkbox"/>	504930-200

Unallocated freight:

Unallocated tax:  Exempt

Toggle Selected Item On This Invoice  **Create Invoice**

Never export invoice  **Cancel**

Totals: Uninvoiced  Invoice amount

Totals:  **359.72**  **359.72**

The validated invoices are then transmitted to the accounts payable module of the financial management system (Microsoft Dynamics GP in this case) as unposted transactions. The procedure is shown on the Vendor Invoicing screen on the next page. The PO is identified on each invoice but details are not transmitted. Here again, staff in the finance department have access to TransitFleet to look up purchasing detail on PO's.

## Purchase Order / Work Order Interfaces

TransitFleet has its own "internal" interface between work orders and purchase orders for purchases that apply directly to vehicles so both purchasing activity and work order activity are captured and linked, allowing payments to be made and vehicles to be charged without separate entries. Examples include parts purchased for a specific repair on a specific vehicle, towing, or

## Vendor Invoicing in TransitFleet

Vendor Invoicing - PO's with Uninvoiced Items, Facility NEW BEDFORD

Vendor invoice listing

Purchase Orders with Uninvoiced Receivings or Services

..... Receivings ..... --- Counts ---

PO Number	Vendor code	PO stock type	Issue Date	Earliest	Latest	Items	Credits	Uninvoiced amt
▶ NB11-0218	NEDDA	Stock items	Mon 05/23/2011	06/08/2011	06/08/2011	2		965.28
NB11-0232	DELUXEINTER	Nonstk items, not trkd	Tue 05/31/2011	07/08/2011	07/08/2011	1		85.00
NB11-0270	WURTHEASTERN	Nonstk items, not trkd	Thu 06/23/2011	06/28/2011	06/28/2011	28		870.57
NB11-0277	JACKYOUNG	Stock items	Thu 06/23/2011	07/15/2011	07/26/2011	1		410.40
NB11-0304	JANEKCOR	Stock items	Mon 07/11/2011	07/27/2011	07/27/2011	1		169.00
NB11-0310	DWDIESEL	Stock items	Tue 07/12/2011	07/15/2011	07/15/2011	2		786.65
NB11-0315	MILHENCH	Nonstk items, not trkd	Wed 07/13/2011	07/26/2011	07/26/2011	2		776.85
NB11-0323	MOHAWK	Stock items	Tue 07/19/2011	07/28/2011	07/28/2011	3		217.98
NB11-0328	PREVDST	Stock items	Wed 07/20/2011	08/03/2011	08/03/2011	1		178.85
NB11-0333	GHBERLIN	Nonstk items, not trkd	Fri 07/22/2011	07/26/2011	07/26/2011	1		1880.00
NB11-0336	ASHLEYFRD	Stock items	Fri 07/22/2011	07/26/2011	07/26/2011	1		1.00

Facility: NEW BEDFORD

Select PO for Invoicing

Exit

Unexported Invoices

Invoice date	Vendor code	Finance vendor code	Vendor invoice	PO Number	Items amount	Credit	Freight	Total invoice amt	Total export amt	Export
▶ 07/29/2011	GILLIG	GILLIG1	4720308	NB11-0299	359.72	0.00	0.00	359.72	359.72	✓
08/01/2011	CUMMINS	CUMNOR1	840892	NB11-0231	6.00	0.00	0.00	6.00	6.00	✓
08/01/2011	MOHAWK	MOHAW1	3038921	NB11-0200	20.00	0.00	0.00	20.00	20.00	✓
08/02/2011	NEDDA	NEDET1	2122967	NB11-0266	225.49	0.00	0.00	225.49	225.49	✓
08/04/2011	MOHAWK	MOHAW1	3038926	NB11-0308	191.04	0.00	0.00	191.04	191.04	✓
08/06/2011	CUMMINS	CUMNOR1	840902	NB11-0320	404.15	0.00	0.00	404.15	404.15	✓
08/06/2011	GILLIG	GILLIG1	4720322	NB11-0309	240.00	0.00	0.00	240.00	240.00	✓

Delete Selected Unexported Invoice    Set / Unset Export for Selected Invoice    Export Invoices

outside work on a specific vehicle. On a work order, a part not issued from the inventory is referred to as a *direct purchase* - a *direct purchase* can be a stock item or a non-stock item and a non-stock item can be a *tracked* item (where TransitFleet tracks receivings and issues by item number but it is not stocked in inventory) or a *not tracked* item. *Stock items, non-stock tracked items, and non-stock not tracked items* can all be entered on both purchase orders and work orders but *stock items* and *non-stock tracked items* can be entered on purchase orders and received directly on a work order. When a direct purchase is entered on a work order and the item is on an open PO, the user can select the PO and the item is received without a separate PO receiving and the PO is relieved.

With the latest TransitFleet release, outside work orders (such as towing and outside repairs) and purchase orders for the outside repair or service can be linked and do not have to be entered separately as before. To do so, the work order is entered first, then the PO is created and rather than entering PO items, the user selects the outside work order. Any changes made on the outside work order are automatically changed on the PO. If there is an accounting system interface, the transaction is transmitted to the accounting system when the PO is closed.