



CPFP Sample Questions

These sample questions are representative of the items you would see on the Certified Public Fleet Professional Examination. Twenty questions, maximum score 20

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A fleet manager needs to determine the lifecycle of an asset: 2022 F-150, quad cab, 4 x 4, \$45,269.

Using historical data, an F-150 has a useful life of 8 years and 80,000 miles along with less than 50% repair cost. This unit accumulates 3,250 miles a year.

When should this unit be replaced?

- (a) 96 months is the optimal replacement time
- (b) When 80,000 miles are reached
- (c) 300 months is the optimal replacement time
- (d) When repairs exceed 50% of original cost

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A fleet manager is calculating the funds it will take to replace an F-150 at the end of its lifecycle. The F-150 was bought this year for \$32,878. The lifecycle for this type of vehicle is 8 years and 80,000 miles.

With a 2.5% inflation per year, how much money must be set aside per month?

- (a) \$6,575.60
- (b) \$4,109.75
- (c) \$417.28
- (d) \$342.48

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A police chief wants to outsource the maintenance of all patrol vehicles to the local Ford dealership.

- Dealership hourly rate: \$105
- Vehicle upfit per vehicle: \$15,000
- Overhead rate: 3%
- Centralized fully burdened hourly labor rate: \$125 including the Admin Fee
- Specification writing and acquisition: 20 hours per vehicle.
- Downtime: \$122,000 per year
- Transportation to and from the dealership: \$65 per trip

What is the justification for the fleet manager to keep the maintenance of the police fleet in-house?

- (a) Specification writing and acquisition
- (b) Overhead rate 3%
- (c) Downtime additional \$122,000 per year
- (d) Towing costs



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As a city grows, the water and sewer department has been putting significantly more hours on their excavators. The fleet manager shortens the life cycle on the excavators from 12 years to 8 years.

- Inflation is 1% per year on the cost of the new machine.
- Salvage value on the old machine is \$40,000.
- The initial purchase price of the excavators was \$332,000 each.

How much should the capital reserve be increased monthly for each unit to cover the shorter life cycle?

- (a) \$1,568.89
- (b) \$1,449.67
- (c) \$1,106.67
- (d) \$1,013.89

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The fleet manager needs to calculate indirect labor costs to develop the overhead rate to fully recover the costs of managing the fleet.

PUBLIC FLEET BUDGET

EXPENSE	Summarized Category	Budget
Salaries and wages	Salary & Employee Benefits	\$ 2,700,000
Overtime	Salary & Employee Benefits	\$ 40,000
Employee Benefits	Salary & Employee Benefits	\$ 800,000
Software License Agreements	Building Expense	\$ 76,000
Office Supplies	Admin Expense	\$ 20,000
Utilities	Building Expense	\$ 214,000
Travel and training	Admin Expense	\$ 85,000
Janitorial services	Building Expense	\$ 113,000
Refuse services	Building Expense	\$ 26,000
Uniforms	Admin Expense	\$ 77,000
Shop tools and equipment	Shop Expense	\$ 50,000
Miscellaneous admin expense	Admin Expense	\$ 25,000
Miscellaneous shop costs	Shop Expense	\$ 40,000
Building/Equipment repairs and maintenance	Shop Expense	\$ 80,000
Fuel Site repairs	Fuel Site Expense	\$ 30,000
Bulding rent or depreciation	Shop Expense	\$ 75,000
Fuel site depreciation and amortization	Fuel Site Expense	\$ 44,000
Parts and supplies	Parts and Supplies	\$ 2,100,000
Fuel purchases	Fuel	\$ 2,500,000
Vendor Sublet costs	Vendor Sublet Services	\$ 1,200,000
	TOTAL	\$ 10,295,000

Which expenses are included in the administrative fee charged per vehicle?

- (a) Office supplies, travel and training, uniforms, misc. admin expense
- (b) Software license agreements, office supplies, travel and training, uniforms, misc. admin expense
- (c) Office supplies, utilities, janitorial, refuse, travel and training, uniforms, misc. admin expense
- (d) Administration expenses plus building expenses



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{1 cubic foot equal 7.481 US gallons.}

An above-ground rectangular fuel tank is 20' long, 10' high, and 8' wide with 24" of product inside.

How many gallons of fuel remain in the tank?

- (a) 11,968 gallons
- (b) 10,771 gallons
- (c) 9,574 gallons
- (d) 2,394 gallons

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The parts manager determines the inventory has an annual turn rate of 1.0.

What does this indicate?

- (a) The correct parts are being stocked.
- (b) Hi/Low reorder points are incorrect.
- (c) The makeup of the parts is wrong.
- (d) Not enough parts are being stocked.

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Currently preventative maintenance (PM) is scheduled by miles on a fleet of bucket trucks as defined by the manufacturer of the cab and chassis.

When examining the preventative maintenance program, what parameters should be looked at to achieve the best results and lowest downtime?

- (a) Analysis of hours in service versus hours of operation
- (b) Analysis of breakdowns versus drivers assigned
- (c) Analysis of gallons used versus miles driven
- (d) Analysis of oil consumed between PMs

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A fire department is dissatisfied with the current turnaround time on fire trucks. The fleet manager reviews the downtime, the workload, and staffing level, and deems it adequate. The fire department continues to insist it is a problem.

Which of the following steps will resolve the situation?

- (a) Meet with the fire department and discuss the issue.
- (b) Develop a written service level agreement.
- (c) Show the fire department the statistical information.
- (d) Notify the director of the trouble with the fire department.



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A public works director asks the fleet manager to create a fuel storage policy for the agency's existing fueling operations.

In researching policy options, what should the fleet manager do first?

- (a) Locate the fuel bid documents
- (b) Implement the policy
- (c) Contact the authority having jurisdiction
- (d) Determine the fuel budget

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A fleet manager is building specifications for replacement tandem dump trucks for a Roadways Department. All dump trucks will be used for hauling asphalt during summer months and equipped with slip-in sanding units during winter months. Some trucks will also be equipped with front snowplows. Another group will be equipped with front snowplows and anti-icing liquid systems.

Which differences in specifications must be considered for the different trucks?

- (a) GCWR, GVWR, curb weight, tandem spacing, legal weight limit, hydraulic valving requirements
- (b) Front GAWR, GCWR, cab to axle measurement, box length
- (c) GCWR, steering axle spacing, horsepower requirements, overweight permit limit, box length
- (d) GAWR, GVWR, weight distribution, legal weight limit, hydraulic valving requirements

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The road department wants to buy a street sweeper. Several makes and models are available on the market. The department is not sure what meets their performance needs.

Which process should be used to buy this street sweeper?

- (a) Issue Cooperative Purchase Order (CPO)
- (b) Issue a Request for Information (RFI)
- (c) Issue a Request for Proposal (RFP)
- (d) Issue a Request for Quotation (RFQ)

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Which of the following criteria should be considered when determining a lease versus purchase option for vehicle or equipment funding?

- (a) availability of one-time capital funds
- (b) annual or temporary use
- (c) reduction of under-utilized vehicles and or equipment
- (d) elimination of vehicles and or equipment



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Normal hours of operation for the street department is Monday through Thursday from 7:00 am to 5:30 pm.
Normal hours of operation for fleet services are Monday through Friday from 7:30 am to 4:00 pm.

The fleet manager and the supervisor of the street department disagree about how much downtime a backhoe has accumulated on a particular work order.

The work order was opened on Thursday, March 17, 2022, at 1:00 pm. The technician logged into the work order on the same day at 2:30 pm to start repairs. The repairs were completed, and the unit was put back in service on Friday, March 18, 2022, at 9:30 am.

How much downtime has accumulated?

- (a) 3 hours
- (b) 4.5 hours
- (c) 7 hours
- (d) 20.5 hours

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A department has a light blue Ford F-250 extended cab 4x4 with 250,000 miles that was bought new for \$42,369. This unit is up for replacement. The department is considering replacing this unit with a Chevy 3500 regular cab 4x4 for \$48,542.

The F-250 has the following cost over the lifetime of the vehicle:

- Insurance: \$6,800
- Cleaning/Detailing: \$1,001
- Fuel: \$24,328
- M&R: \$10,299

What is the cost per mile for the F-250?

- (a) .20 per mile
- (b) .18 per mile
- (c) .17 per mile
- (d) .14 per mile



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The police department wants to remove 65 units from the 265 units in the 24-hour, 7-day-a-week category of assignments. These units are to be added to the 231 units that are assigned to Monday to Friday, 9-hour-per-day operations.

They will be used by officers assigned to local schools during daytime classes.

The technicians who maintain them will continue to perform maintenance on night shift. The chart shows a community's current fleet availability.

<u>Monthly</u>	
265 Vehicles with 24\ hour - 7 day/week downtime	
231 Vehicles with 9 hour - 5 day/week downtime	
8 Vehicles with 14 hour - 5 day/week downtime	
7 Vehicles with 16 hour - 5 day/week downtime	
31 days	
22 week (working) days	
265 x 24 x 31 =	197,160
231 x 9 x 22 =	45,738
8 x 14 x 22 =	2,464
7 x 16 x 22 =	2,464
Total Available Hours	247,836
Scheduled Downtime	1,884
Unscheduled Downtime	735
Road Call Downtime	55
Total Downtime	2,674
2674 / 247,836 = 1.1%	
100% - 1.1% = 98.9%	

How will this move affect downtime?

- (a) Total Available Hours decrease
- (b) Total Available Hours increase
- (c) Total Downtime Hours increase
- (d) Road Call Downtime Hours increase



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The fleet department notices an increase in vehicle incident/accident reports. The fleet department analyzes the following factors:

- Driver distractions
- Aggressive driving
- Lack of pre-trip inspections

What should be the next step to reduce the number of incidents/accidents?

- (a) Install drive camera systems
- (b) Develop an accident review committee
- (c) Schedule driving audits by the risk management department
- (d) Review how employee policies adhere to driver responsibilities

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A new fleet manager implements a new fleet software program and adopts the following principles:

- Management support of the system
- Designates a system administrator.
- Conducts regular training.
- Recognizes that data integrity is essential.

Which additional principle is needed for a successful operation?

- (a) Purge data every year at the same time to be consistent
- (b) Perform regularly scheduled maintenance
- (c) Limit users to keep data credible
- (d) Input minimum data to keep plenty of free space in the FMIS

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A waste oil tank in the back lot was found to be leaking to a nearby storm sewer. The employees did not know the exact substance nor how to address the problem. Upon review from the regulatory authorities, it was determined, among other things, that there was no Spill Prevention, Control and Countermeasure (SPCC) Plan in place for the facility.

What is the purpose of the SPCC Plan?

- (a) To prevent airborne elements from escaping a facility
- (b) To prevent employees from using hazardous chemicals
- (c) To prevent hazardous chemicals from contaminating a facility
- (d) To prevent employee work-related accidents



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A fleet manager is developing an emergency response plan for newly constructed fuel islands.

- Fuel contractor is offering orientation as per contract.
- Fuel contractors are not local vendors.
- Shop employees are unionized.
- Fleet employee shifts cover 7-day-a-week operation.
- Fuel islands are at or near the fleet shop location.

What should be used to determine the fleet employee roles?

- (a) Employee shifts and employees with cell phones
- (b) Employee shifts and union contract guidelines
- (c) Union contract guidelines and assigned value of fuel islands
- (d) Location of fuel islands and employee vacation schedule



CPFP Sample Questions

CPFP Sample Question Answer Key

1. A
2. C
3. A
4. D
5. A
6. D
7. C
8. C
9. B
10. C
11. D
12. C
13. A
14. B
15. C
16. B
17. B
18. B
19. C
20. B