

Here's an inspiring, real-world list of 100 ideas for a DPW Director or DPW Administrator to use ChatGPT today—not in the future, but right now—to save time, improve efficiency, and tackle daily challenges. This is designed to create "AHA!" moments for someone not yet using AI in their daily work.

*Never share confidential, private, or sensitive information with AI unless strictly following your agency's policies and procedures! Follow all best practices and agency procedures and policies when using AI.*

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## **STRATEGIC PLANNING & DECISION-MAKING**

- 1. Draft a Capital Improvement Plan (CIP) summary for your town council.**
  - 2. Analyze project cost estimates by breaking them down into materials, labor, and contingency.**
  - 3. Compare road treatment strategies (e.g., chip seal vs. mill & overlay) based on cost and longevity.**
  - 4. Create a risk assessment matrix for upcoming infrastructure projects.**
  - 5. Develop an asset replacement schedule for vehicles, equipment, and facilities.**
  - 6. Summarize pavement condition data into an easy-to-read report.**
  - 7. Write a justification memo for increased DPW funding.**
  - 8. Develop a decision-making flowchart for winter storm response strategies.**
  - 9. Identify grants that match a specific DPW project and draft a grant summary.**
  - 10. Draft an RFP template for services like paving, fleet maintenance, or stormwater work.**
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## **INFRASTRUCTURE MAINTENANCE & OPERATIONS**

- 11. Prioritize road repaving projects based on condition and funding availability.**
  - 12. Summarize the best practices for culvert replacement based on NH regulations.**
  - 13. Develop a preventive maintenance schedule for storm drains and catch basins.**
  - 14. Draft an SOP for pothole patching crews.**
  - 15. Calculate the long-term cost savings of preventive vs. reactive road maintenance.**
  - 16. Summarize regulations for ADA-compliant sidewalks.**
  - 17. Suggest an optimized plow route order for efficiency based on road priority.**
  - 18. Develop a standard inspection checklist for DPW vehicles and equipment.**
  - 19. Identify strategies for reducing fleet fuel costs.**
  - 20. Summarize the pros and cons of pre-wetting salt with brine.**
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## **ADMINISTRATION & REPORTING**

- 21. Draft the DPW section of your town's annual report.**
  - 22. Summarize key points from a lengthy state or federal highway report.**
  - 23. Write a script for a presentation to selectmen on a proposed project.**
  - 24. Draft an internal policy for handling public complaints.**
  - 25. Generate a performance review template for DPW employees.**
  - 26. Summarize the results of a traffic study into a one-page briefing.**
  - 27. Draft a professional response to a public records request.**
  - 28. Create an easy-to-understand breakdown of stormwater permit requirements.**
  - 29. Write a press release about an upcoming road closure.**
  - 30. Develop a checklist for DPW project closeout procedures.**
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## **PUBLIC COMMUNICATION & RESIDENT OUTREACH**

- 31. Generate social media posts explaining how brine reduces road salt use.**
  - 32. Write an FAQ document on snow removal policies for residents.**
  - 33. Draft a letter to residents explaining why a road project is delayed.**
  - 34. Summarize the town's winter parking ban rules in plain language.**
  - 35. Create a script for a robocall message about storm-related trash pickup delays.**
  - 36. Write a response to a resident complaint about plow damage to mailboxes.**
  - 37. Develop a public safety announcement about clearing fire hydrants.**
  - 38. Write an engaging blog post on the importance of pavement preservation.**
  - 39. Generate a "What DPW Does Year-Round" infographic for the town website.**
  - 40. Create a citizen-friendly explanation of why gravel roads get muddy in spring.**
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## **BUDGETING & FINANCIAL MANAGEMENT**

- 41. Summarize last year's DPW spending into a one-page financial snapshot.**
- 42. Create a "return on investment" argument for buying vs. renting equipment.**
- 43. Generate a cost estimate for converting streetlights to LED.**

44. Write a funding request memo for a new plow truck.
  45. Draft a justification for hiring additional DPW staff.
  46. Break down the long-term cost savings of a pavement preservation strategy.
  47. Compare the cost per ton of salt, sand, and brine for winter operations.
  48. Write a justification for a higher DPW materials budget.
  49. Draft a grant proposal for stormwater improvement funding.
  50. Summarize the financial impact of a snowier-than-average winter.
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## **FLEET & EQUIPMENT MANAGEMENT**

51. Develop a replacement schedule for aging DPW vehicles.
  52. Write an SOP for vehicle inspections.
  53. Summarize best practices for extending fleet life.
  54. Compare the fuel efficiency of different plow truck models.
  55. Generate a checklist for routine fleet maintenance.
  56. Summarize fleet downtime costs to justify new equipment purchases.
  57. Create a fleet utilization report summarizing hours used per vehicle.
  58. Write a memo proposing a new GPS tracking system for DPW vehicles.
  59. Compare leasing vs. purchasing options for specialized equipment.
  60. Develop a vehicle accident reporting procedure.
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## **WINTER OPERATIONS**

61. Write a winter operations plan for public distribution.
62. Create a plow route prioritization chart.
63. Develop an emergency response checklist for severe winter storms.
64. Write a memo explaining why the DPW uses brine.
65. Generate a one-page training guide on safe plowing techniques.
66. Summarize the pros and cons of different snow removal methods.
67. Write a snow budget impact summary for town officials.

- 68. Draft a public communication plan for storm warnings.
  - 69. Summarize the legal requirements for clearing sidewalks.
  - 70. Develop a citizen-friendly guide on how to clear driveway aprons.
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#### **DATA & TECHNOLOGY INTEGRATION**

- 71. Summarize how AI and GPS can improve fleet efficiency.
  - 72. Create a tracking template for material usage per storm.
  - 73. Analyze cost trends in asphalt pricing over the past 5 years.
  - 74. Develop a simple tool for tracking pothole complaints.
  - 75. Write a report on the effectiveness of road sensors.
  - 76. Summarize best practices for data-driven infrastructure planning.
  - 77. Compare different asset management software options.
  - 78. Write a memo on how drones could be used for bridge inspections.
  - 79. Generate a traffic impact report for a proposed project.
  - 80. Develop an AI-powered FAQ chatbot for common DPW questions.
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#### **EMERGENCY RESPONSE & RESILIENCE PLANNING**

- 81. Create an emergency flood response plan.
  - 82. Draft a town-wide tree removal protocol after storms.
  - 83. Write a quick-reference sheet for DPW emergency roles.
  - 84. Summarize FEMA funding eligibility for DPW projects.
  - 85. Generate a checklist for hurricane preparedness.
  - 86. Develop a debris removal strategy for major weather events.
  - 87. Summarize NH emergency management laws.
  - 88. Write a public safety notice for extreme heat conditions.
  - 89. Create a traffic detour strategy for emergency road closures.
  - 90. Draft a mutual aid agreement template for DPWs.
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## TRAINING & WORKFORCE DEVELOPMENT

91. Generate a skills matrix for DPW staff.
92. Create onboarding materials for new employees.
93. Write a toolbox talk on equipment safety.
94. Summarize CDL training requirements.
95. Create a professional development roadmap for DPW leaders.
96. Write a memo proposing leadership training for DPW staff.
97. Develop a peer mentorship program guide.
98. Summarize union contract highlights for quick reference.
99. Write an SOP on effective team communication.
100. Create a succession planning template for key DPW roles.

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This list was generated by OpenAI's ChatGPT with prompts from Marilee Enus at the UNH T2 Center.

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