MaineDOT Low-No Grant Application

Attachment A

Transit Asset Management Plans

CITY OF BANGOR

COMMUNITY CONNECTOR

TRANSIT ASSET MANAGEMENT SYSTEM

TAMS

Transit Asset Management Plan (TAMP)

Tier II

October 1, 2021 - September 30, 2025

Revision History

Agency Name: City of Bangor, Community Connector

Accountable Executive: Laurie Linscott, Bus Superintendent

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Last Modified By (Name):		Last Modified (Date):
Laurie Linscott		10/1/2018
Laurie Linscott		12/3/2018
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Laurie Linscott		10/29/2021
Laurie Linscott		2/2/2022

TABLE OF CONTENTS

INTRODUCTION

In 2016, the Federal Transit Administration (FTA) published a rule, 49 CFR Part 625, to require public transit providers that receive Federal transit assistance to undertake certain transit asset management activities. Transit asset management is the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation. Asset management is a cornerstone of effective performance management. Asset management is a process of resource allocation, optimization, and utilization. By leveraging data to improve investment decision-making, asset management improves reliability, safety, cost management, and customer service.

BACKGROUND

Maintaining transit assets, such as rolling stock, infrastructure, equipment, and facilities, in a state of good repair is essential to maintaining safety, ensuring system reliability, and reducing long-term maintenance costs. In its 2010 National State of Good Repair Assessment, FTA found that more than 40% of bus assets and 25% of rail transit assets were in marginal or poor condition. There is an estimated backlog of $50–$80 billion in deferred maintenance and replacement needs, a backlog that continues to grow. Transit agency customers, policymakers, and public agencies are holding agency management accountable for performance and increasingly expect more business-like management practices. The magnitude of these capital needs, performance expectations, and increased accountability requires agency managers and accountable executives to become better asset managers.

MAP-21 required the establishment of a National Transit Asset Management (TAM) System that would include a definition of “state of good repair;” requirements that recipients and sub recipients of federal transit funding develop transit asset management plans; state of good repair performance measure and reporting requirements; and annual reporting requirements.

To ensure compliance with the requirements of MAP-21, the FTA published a final rule on TAM planning requirements on July 26, 2016. The final rule included a transit-specific asset management framework for managing assets individually and as a portfolio of assets that comprise an integrated system. Within that framework, the FTA has identified three potential roles in transit asset management planning:

Tier I Provider is a recipient that owns, operates, or manages either (1) one hundred and one or more vehicles in revenue service during peak regular service across all fixed route modes or in any one non-fixed route mode, or (2) rail transit. Tier I providers must develop their own, individual TAM plan.
Tier II Provider is a recipient that owns, operates, or manages (1) one hundred or fewer vehicles in revenue service during peak regular service across all non-rail fixed route modes or in any one non-fixed route mode, (2) a sub recipient under the 5311 Rural Area Formula Program, (3) or any American Indian tribe. Tier II providers can develop their own individual TAM plan or can be included in a group plan developed by a sponsor agency.
Sponsor Agency is a State, a designated recipient, or a direct recipient that develops a group TAM for at least one tier II provider.

Asset management processes are ongoing and involve evaluating and managing the relationships between costs, risks, and performance over the asset's lifecycle. Smaller agencies that are constantly challenged to do more with less, ensuring that assets are cost-effectively managed to deliver the service needed becomes critical. The core intent of assess management is to help you take steps to ultimately maximize the utilization of your capital assets, cost-effectively plan for long-term capital investment needs while balancing service/operational needs and requirements, and, to the extent possible, minimize your lifecycle costs.

Having a good asset management plan in place can help you see the long term investment needed to maintain your assets and as such might also assist you in making investment decisions regarding the services you can sustain. This systematic approach to managing assets can add value across your organization. The fundamental concepts of asset management are straightforward; however, implementing the changes required to become a mature asset management organization requires careful planning and execution.

TRANSIT ASSET MANAGEMENT PLAN REQUIREMENTS for Tier II

As a Tier II public transportation provider, City of Bangor, Community Connector has developed a Transit Asset Management Plan in accordance with the guidelines established by the FTA. Specifically, §625.25 requires that all TAM plans must include:

1. **An inventory of the number and type of capital assets**. All capital assets a transit provider owns, operates or manages, including those acquired without FTA funds. The inventory must include all capital assets that the transit provider

owns, except equipment with an acquisition value under $50,000 that is not a service vehicle.

2. **A condition assessment of those inventoried assets for which a transit provider has direct capital responsibility.** A condition assessment must generate information in a level of detail sufficient to monitor and predict the performance of the assets and to inform the investment prioritization. Direct capital responsibility means you have a line item in your budget.
3. A description of analytical processes or **decision-support tools** used to estimate capital investment needs over time.
4. A project-based **prioritization of investments**

The FTA TAM requirements, each transit operator receiving FTA funding shall designate an "Accountable Executive" to implement the TAM Plan. The Authority's Accountable Executive must balance transit asset management safety, day to day operations, and expansion needs in approving and carrying out the TAM Plan and a public transportation agency safety plan.

The TAM Plan is to be updated every four years. Amendments are to be made in the plan whenever there is a significant change to asset inventory, condition assessment or investment prioritization that was not anticipated when the plan was developed.

Starting in FY 2019, Triennial Reviews and State Management Reviews will include TAM as a part of the FTA's oversight review program. FTA is in the process of developing oversight standards for TAM activities and will make guidance available when it is complete. Oversight reviews will reflect objective compliance with the TAM rule. Other oversight tools such as Enhanced Review Modules and Technical Assistance are also being developed to provide more specified TAM oversight. Adhering to the TAM requirements is also incorporated into the master agreement for direct recipient of FTA grants and in the Certifications and Assurances process. The oversight process verifies the information each recipient certified.

Transit agencies are required to set performance targets and report them on the NTD report. They are also required on an annual basis to report on the performance of meeting these targets to the Metropolitan Planning Organization (MPO) and the Maine Department of Transportation (MEDOT).

DEFINITIONS

Accountable Executive means a single, identifiable person who has ultimate responsibility for carrying out the safety management system of a public transportation agency; responsibility for carrying out transit asset management practices; and control or direction over the human and capital resources needed to develop and maintain both the agency's public transportation agency safety plan, in accordance with 49 U.S.C. 5329(d), and the agency's transit asset management plan in accordance with 49 U.S.C. 5326.

Asset category means a grouping of asset classes, including a grouping of equipment, a grouping of rolling stock, a grouping of infrastructure, and a grouping of facilities.

Asset class means a subgroup of capital assets within an asset category. For example, buses, trolleys, and cutaway vans are all asset classes within the rolling stock asset category.

Asset inventory means a register of capital assets. All capital assets a transit provider owns, operates or manages, including those acquired without FTA funds.

Capital asset means a unit of rolling stock, a facility, a unit of equipment, or an element of infrastructure used for providing public transportation.

Decision support tool means an analytic process or methodology used to make investment prioritization.

(1) To help prioritize projects to improve and maintain the state of good repair of capital assets within a public transportation system, based on available condition data and objective criteria; or
(2) To assess financial needs for asset investments over time.

Direct recipient means an entity that receives Federal financial assistance directly from the Federal Transit Administration.

Equipment means an article of nonexpendable, tangible property having a useful life of at least one year.

Exclusive-use maintenance facility means a maintenance facility that is not commercial and either owned by a transit provider or used for servicing their vehicles.

Facility means a building or structure that is used in providing public transportation.

FTA - Federal Transit Administration

Full level of performance means the objective standard established by FTA for determining whether a capital asset is in a state of good repair.

Group TAM plan means a single TAM plan that is developed by a sponsor on behalf of at least one tier II provider.

Horizon period means the fixed period of time within which a transit provider will evaluate the performance of its TAM plan.

Implementation strategy means a transit provider's approach to carrying out TAM practices, including establishing a schedule, accountabilities, tasks, dependencies, and roles and responsibilities.

Infrastructure means the underlying framework or structures that support a public transportation system.

Investment prioritization means a transit provider's ranking of capital projects or programs to achieve or maintain a state of good repair. An investment prioritization is based on financial resources from all sources that a transit provider reasonably anticipates will be available over the TAM plan horizon period.

Key asset management activities means a list of activities that a transit provider determines are critical to achieving its TAM goals.

Life-cycle cost means the cost of managing an asset over its whole life.

MEDOT Maine Department of Transportation

Participant means a tier II provider that participates in a group TAM plan.

Performance Measure means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets (*e.g.,* a measure for on-time performance is the percent of trains that arrive on time, and a corresponding quantifiable indicator of performance or condition is an arithmetic difference between scheduled and actual arrival time for each train).

Performance target means a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the Federal Transit Administration (FTA).

Public Transportation is defined at 49 U.S.C. 5302 and means regular, continuing shared-ride surface transportation services that are open to the general public or open to a segment of the general public defined by age, disability, or low income.

Public transportation system means the entirety of a transit provider's operations, including the services provided through contractors.

Public transportation agency safety plan means a transit provider's documented comprehensive agency safety plan that is required by 49 U.S.C. 5329.

Recipient means an entity that receives Federal financial assistance under 49 U.S.C. Chapter 53, either directly from FTA or as a sub recipient.

Rolling stock means a revenue vehicle used in providing public transportation, including vehicles used for carrying passengers on fare-free services.

Service vehicle means a unit of equipment that is used primarily either to support maintenance and repair work for a public transportation system or for delivery of materials, equipment, or tools.

Sponsor means a State, a designated recipient, or a direct recipient that develops a group TAM for at least one tier II provider.

State of good repair (SGR) means the condition in which a capital asset is able to operate at a full level of performance. The asset can perform its designed function and does not pose unacceptable safety risk to users.

FTA is required to set SGR performance measures that provide a basis for agencies to determine whether assets are in a condition sufficient to operate at a full level of performance. FTA's SGR performance measures are set by asset class.
Performance Measures:

Rolling Stock	**AGE**	**% of asset class that met or exceed ULB**
Equipment	**AGE**	**% of asset that have met or exceeded ULB**
Facilities	**CONDITION**	**% of facilities with a condition rating below 3.0(TERM)**

Sub recipient means an entity that receives Federal transit grant funds indirectly through a State or a direct recipient.

TERM scale means the five (5) category rating system used in the Federal Transit Administration's Transit Economic Requirements Model (TERM) to describe the

condition of an asset: 5.0—Excellent, 4.0—Good; 3.0—Adequate, 2.0—Marginal, and 1.0—Poor.

Tier I provider means a recipient that owns, operates, or manages either (1) one hundred and one (101) or more vehicles in revenue service during peak regular service across all fixed route modes or in any one non-fixed route mode, or (2) rail transit.

Tier II provider means a recipient that owns, operates, or manages (1) one hundred (100) or fewer vehicles in revenue service during peak regular service across all non-rail fixed route modes or in any one non-fixed route mode, (2) a sub recipient under the 5311 Rural Area Formula Program, (3) or any American Indian tribe.

Transit asset management (TAM) means the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation.

Transit asset management plan (TAMP) means a plan that includes an inventory of capital assets, a condition assessment of inventoried assets, a decision support tool, and a prioritization of investments.

Transit asset management policy means a transit provider's documented commitment to achieving and maintaining a state of good repair for all of its capital assets. The TAM policy defines the transit provider's TAM objectives and defines and assigns roles and responsibilities for meeting those objectives. Required of a Tier I provider.

Transit asset management strategy means the approach a transit provider takes to carry out its policy for TAM, including its objectives and performance targets.

Transit asset management system means a strategic and systematic process of operating, maintaining, and improving public transportation capital assets effectively, throughout the life cycles of those assets.

Transit provider means a recipient or sub recipient of Federal financial assistance under 49 U.S.C. chapter 53 that owns, operates, or manages capital assets used in providing public transportation.

Useful life means either the expected life cycle of a capital asset or the acceptable period of use in service determined by FTA.

Useful life benchmark (ULB) means the expected life cycle or the acceptable period of use in service for a capital asset, as determined by a transit provider, or the default benchmark provided by FTA.

TIER II TRANSIT SYSTEM

The City of Bangor, Community Connector, is the public transit system that serves the communities of Bangor, Brewer, Hampden, Old Town, Orono, and Veazie as well as the University of Maine at Orono. Community Connector operates within Penobscot County and serves the urbanized area of these six communities comprised of a 2017 estimated population of 69,001. The Community Connector's 10 bus routes are within walking distance of 95 percent of the six communities.

The City of Bangor, Community Connector, is a Tier II transit system as defined by the Federal Transit Administration (FTA) TAM rule, 49 CFR 625. Transit Asset Management or TAM, is a business model that priorities funding based on condition of transit assets to achieve a State of Good Repair (SGR) for all transit assets. The TAM Plan enables a transit agency to monitor and manage their transit assets, improve safety, increase reliability and performance, and establish performance measures in order to keep the transit system operating smoothly and efficiently.

The Tier II provider is a recipient that owns, operates, or manages (1) one hundred (100) or fewer vehicles in revenue service during peak regular service across all non-rail fixed route modes or in any one non-fixed route mode. The City of Bangor, Community Connector, will participate in their own individual TAM plan to be compliant with FTA 49 CFR Part 625.

VEHICLE CLASSIFICATIONS

City of Bangor, Community Connector, procures vehicle types to meet the identified need, service geography, and ability to maintain the vehicle. Vehicle sub classes range from minivans to large heavy-duty transit buses. Each vehicle sub class is designated with a minimal useful life taken from FTA Circular 5010.1E.

Below, the table shows the criteria used by Maine DOT to classify rolling stock and apply useful life benchmarks and useful mileage performance measures. Community Connector will also use this same criteria to apply useful life benchmark for performance measures.

Rolling Stock Classifications FTA Circular 5010.1E (effective Feb 2017)

Classification	Description	Useful Life (yrs)	Useful Miles
Class 1	Vans, Sedans, Minivan, Modified Van 6,000-14,000 GVW	4	100,000
Class 2	Light Duty Mid-Small Bus, Small Body on Chassis, Cutaways 25-35' 10,000-16,000 GVW	5	150,000
Class 3	Medium Duty Transit Bus < 30', trolley-like bus, Purpose-Built Bus 35-35' (Med-duty is built on truck chassis) 16,000-26,000 GVW	7	200,000
Class 4	Medium Size Heavy Duty transit bus 30'-35' 26,000-33,000 GVW (Heavy Duty Bus is built as a bus)	10	350,000
Class 5	Large Heavy Duty Transit Bus 35'-40' Commuter Coach, Articulated Bus (Heavy Duty Bus is built as a bus) 33,000-40,000 GVW	12	500,000
Class 6	Ferry Boats	40	

ASSET INVENTORY

Data Collection

The City of Bangor, Community Connector evaluates and maintains rolling stock and equipment data for TAM/Program Management purposes once a year. Beginning in 2018, the City of Bangor, Community Connector, will also be responsible for data collections of the facilities required under 49 CFR Part 625. The City of Bangor, Community Connector uses a spreadsheet designed specifically to track and account for all assets.

Once data is collected, City of Bangor, Community Connector will compute the performance measures for each of the three Tier II categories; Rolling Stock, Equipment, and Facilities using a Spreadsheet program with formulas relative to the criteria for State of Good Repair.

CONDITION ASSESSMENTS

Rolling Stock and Equipment

The City of Bangor, Community Connector, will combines system assessments for rolling stock, equipment, and facilities. Rolling Stock (revenue or support vehicle) will have their condition assessments rated against age, mileage, and overall condition of the asset. Equipment will have their condition assessments rate on age and overall condition. Community Connector will set a condition target of 3 or higher for rolling stock, equipment, and facilities.

Community Connector will use a modified Transit Economic Recovery Model (TERM) assessment for conditions for rolling stock, equipment and for facilities.

The Condition Assessment Rating Scale is used to reference the description for scores of 1-5. This scale is taken from FTA's Transit Economic Requirements Model (TERM) scale, used primarily for facilities but can be used for rolling stock and equipment.

Rate	Condition	Condition Assessment Rating Scale (TERM) Description
4.8-5.0	Excellent	No Visible defects, new or near new condition, may still be under warranty if applicable
4.0-4.7	Good	Defective or deteriorated component(s), but it overall functional
3.0-3.9	Adequate	Moderately deteriorated or defective components; but has not exceeded useful life
2.0-2.9	Marginal	Defective or deteriorated component(s) in need or replacement; exceeded useful life
1.0-1.9	Poor	Critically damage component(s) or in need of immediate repair; well past useful life

Facilities

All Community Connector facilities condition assessments are done by using a modified Transit Economic Recovery Model (TERM) assessment. The rating systems uses a 1-5 rating scale as required by FTA. Facility assessments will be conducted every other year unless City of Bangor, Community Connector, has reason to conduct the assessments more often.

All facility assessments will be documented and entered in a data table to also include useful life data on each facility. Currently, City of Bangor, is using the standard 40-year useful life for facilities. Facility types include any building or structure used in providing public transportation, including passenger stations, operations, maintenance, and administrative facilities. Condition assessments are only done if you have direct capital responsibility.

Capital responsibility is defined as the following:

You have direct capital responsibility	**You do NOT have direct capital responsibility**
You own the asset	You do not own the asset AND you are not responsible for replacing, overhauling, refurbishing, or conducting major repairs on that asset, or the costs of those activities are not itemized as a capital line items in your budget.
You jointly own the asset with another entity	
You are responsible for replacing, overhauling, refurbishing, or conducting major repairs on the asset, or the costs of those activities are itemized as a capital line items in your budget.	

For Maintenance and Administrative facilities:

♦ Any maintenance or administration facility under 100 square-ft. does not need to be included (e.g. security guard shack, stand-alone restroom, storage shelter in which no work is performed) in either of your inventories.

♦ If your vehicles are the only vehicles that the maintenance facility services, then it is considered an “exclusive use” facility and thus must be inventoried in your TAM plan.

♦ If the administrative office is in a building that has only incidental transit use (e.g. city hall), then it is not required to be included in either of your inventories.

For Passenger and Parking facilities:
♦ All passenger facilities must be inventoried in your TAM plan and reported to the NTD regardless of ownership.
♦ You must inventory all parking facilities for which you have direct capital responsibility, and that are immediately adjacent to a passenger facility (e.g. a park-and-ride lot or a garage).

DECISION SUPPORT TOOLS

In an effort to determine the State of Good Repair (SGR), which is defined as the condition at which a capital asset is able to operate at "full performance"; City of Bangor, Community Connector, uses age to determine SGR for rolling stock and equipment. Setting the Useful Life benchmark (ULB) for the SGR will be defined as the FTA standard as outlined in the 5010.1E circular and in this document.

City of Bangor, Community Connector, will identify rolling stock and equipment that have exceeded or met its useful life benchmark (ULB) which is then used in determining priority replacement. When developing the **Investment Priority List**, City of Bangor, Community Connector, identifies any vehicle that has exceeded or met its useful life benchmark (ULB) and or has a condition rating of 2.0 or below would be on the list.

In determining the State of Good Repair (SGR) for Facilities, City of Bangor, Community Connector, uses condition assessment based on a FTA TERM scale to determine SGR for facilities. City of Bangor, Community Connector will identify facilities that have an SGR of 3.0 or below and will prioritizes it for replacement and or repair.

City of Bangor, Community Connector, will need to determine the SGR annual performance targets to be submitted to FTA as part of the NTD reporting cycle.

SGR TARGET SETTING METHODOLOGY

Rolling Stock AGE	% of asset class that met or exceed ULB
Equipment AGE	% of asset that have met or exceeded ULB
Facilities CONDITION	% of facilities with a condition rating below 3.0 (TERM)

SGR PERFORMANCE TARGETS & MEASURES

Asset Category Performance Measure	**Asset Class**	**FY 2021 Targets**	*FY 2021 Performance*	**FY 2022 Targets**	**FY 2023 Targets**	**FY 2024 Targets**	**FY 2025 Targets**
Age- % of Revenue	**Revenue Vehicles Buses Only**	**22/5**	*22/5*	**22/0**	**22/3**	**24/3**	**24/3**
Vehicles within A particular asset Class that have met or exceeded Their useful life Benchmark (ULB)	BU-Bus	**23%**	*23%*	**0%**	**14%**	**13%**	**13%**
	MV-Mini Van	**0%**	*0%*	**0%**	**0%**	**0%**	**80% 5/4**
	RT-Rubber Tire Vintage Trolley	**100% 2/2**	*100% 2/2*	**100% 2/2**	**100% 2/2**	**100% 2/2**	**100% 2/2**
	ALL VEHICLES	**4%**	*4%*	**7%**	**17%**	**16%**	**29%**
	Equipment						
Age % of vehicles That have met Or exceeded Their useful life Benchmark (ULB)	N/A						
	Facilities						
Condition-% of Facilities with a Condition rating Below 3.0 on the FTA Term scale	Administration Building and Maintenance 3/1	**33%**	*33%*	**33%**	**33%**	**33%**	**33%**
	Passenger Facilities 1/1	**N/A**	*N/A*	**0%**	**0%**	**0%**	**0%**
	Total Facilities	**33%**	*33%*	**25%**	**25%**	**25%**	**25%**

INVESTMENT PRIORITIZATION LIST

City of Bangor, Community Connector, generates a listing of capital assets in need of replacement or rehabilitation. In an effort to achieve an increased level of State of Good Repair (SGR) and assure transit riders and transit employees and the vehicles they are riding or operating are safe and reliable, City of Bangor, Community Connector, will annually generate the prioritization list to provide guidance for future investment projects.

Investment Priority Table, Rolling Stock FY 2023

VIN #	Fleet # and Status	Asset Class	Vehicle Classification	Year	Useful Life Benchmark	Condition Rating 2021	Past useful Life Benchmark

Investment Priority Table, Equipment FY 2023

Investment Priority Table, Facilities FY 2023

Passenger Facilities	Transit Center	N/A
Maintenance	Bus Barn-Cold	1

FY 2021 Revenue Vehicles Condition Table and Asset Register

Conditions as of 6/30/2021

***Age is the surrogate performance measure for condition as determined by the FTA.*				To determine condition Community Connector uses age, mileage, and overall condition. The TERM scale as the condition assessment rating scale.				*End of Life rehab adds on 4 years to ULB	**Midlife rehab adds on 4 years to ULB
Asset Category	Asset Class and Vehicle Classification	Asset Name/ Year	Condition and Condition Rating	ID/Serial No.	Age (Yrs)	Vehicle Mileage	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
Rolling Stock	BU – Bus 4	B0445 2004	Marginal-2	15GCA211341112345	17	133,490	$469,000	10/2014	Yes
Rolling Stock	BU – Bus 5	B0321 2003	Poor-1	5FYD2GLO13UO24921	18	489,267	$560,000	16*/2020	Yes
Rolling Stock	BU – Bus 5	B0325 2003	Poor-1	5FYD2GLO93UO24925	18	376,765	$560,000	16*/2020	Yes
Rolling Stock	BU – Bus 5	B0329 2003	Poor-1	5FYD2GLO63UO24929	18	644,265	$560,000	16*/2020	Yes
Rolling Stock	BU – Bus 5	B0330 2003	Poor-1	5FYD2GLO23UO24930	18	811,313	$560,000	16*/2020	Yes
Rolling Stock	BU – Bus 5	B1046 2011	Good-4	15GGB2716B1178620	10	452,130	$560,000	16**/2027	No
Rolling Stock	BU – Bus 5	B1047 2011	Good-4	15GGB2718B1178621	10	439,487	$560,000	16**/2027	No
Rolling Stock	BU – Bus 5	B1048 2011	Good-4	15GGB271XB1178622	10	324,553	$560,000	12/2023	No
Rolling Stock	BU – Bus 5	B1049 2011	Good-4	15GGB2711B1178623	10	344,114	$560,000	12/2023	No
Rolling Stock	BU – Bus 5	B1050 2011	Good-4	15GGB2713B1178624	10	311,637	$560,000	12/2023	No

Rolling Stock	BU – Bus 4	B1743 2017	Excellent-5	15GGE2719H3093243	4	134,581	$469,000	10/2027	No
Rolling Stock	BU – Bus 4	B1744 2017	Excellent-5	15GGE2710H3093244	4	139,616	$469,000	10/2027	No
Rolling Stock	BU – Bus 4	B1858 2018	Excellent-5	15GGE2710J3093459	3	92,231	$469,000	10/2028	No
Rolling Stock	BU – Bus 4	B1859 2018	Excellent-5	15GGE2712J3093459	3	101,470	$469,000	10/2028	No
Rolling Stock	BU – Bus 4	B1960 2019	Excellent-5	15GGE2717K3093460	2	89,638	$469,000	10/2028	No
Rolling Stock	BU – Bus 4	B1961 2019	Excellent-5	15GGE2719K3093461	2	78,027	$469,000	10/2028	No
Rolling Stock	BU – Bus 4	B1962 2019	Excellent-5	15GGE2710K3093462	2	72,655	$469,000	10/2029	No
Rolling Stock	BU – Bus 4	B1985 2019	Excellent-5	15GGE2719K3093685	2	66,491	$469,000	10/2029	No
Rolling Stock	BU – Bus 4	B1986 2019	Excellent-5	15GGE2710K3093686	2	66,491	$469,000	10/2029	No
Rolling Stock	BU-Bus 4	B1987 2019	Excellent-5	15GGE2712K3093687	2	64,074	$469,000	10/2029	No
Rolling Stock	BU-Bus 4	B1988 2019	Excellent-5	15GGE2714K3093688	2	59,544	$469,000	10/2029	No
Rolling Stock	BU-Bus 4	B1989 2019	Excellent-5	15GGE2716K3093689	2	59,833	$469,000	10/2029	No
Rolling Stock	RT - Rubber-tire Vintage Trolley 3	B9965 1999	Adequate-4	1GBLP37J2X3302265	22	111,806	$200,000	7/2006	Yes
Rolling Stock	RT - Rubber-tire Vintage Trolley 3	B0004 2004	Adequate-4	1C9S2HFS8YW535204	17	92,964	$250,000	7/2011	Yes
Rolling Stock	MV-Minivan 1	V1965 2019	Excellent-5	2C7WDGBG7KR727665	2	5,597	$65,000	4/2025	No
Rolling Stock	MV-Minivan 1	V1966 2019	Excellent-5	2C7WDGBG9KR727666	2	6,887	$65,000	4/2025	No
Rolling Stock	MV-Minivan 1	V1890 2018	Excellent-5	2C4RC1L7XJR248390	3	3,155	$65,000	4/2025	No
Rolling Stock	MV-Minivan 1	V1889 2018	Excellent-5	2C4RC1L73JR248389	3	3,888	$65,000	4/2025	No
Total	22 BUSES/1 TROLLEY/4 VAN								

FY 2021 Equipment Condition Table and Asset Register

***Age is the surrogate performance measure for condition as determined by the FTA.*

To determine condition Community Connector uses age and overall condition. The TERM scale as the condition assessment rating scale.

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	Vehicle Mileage	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
No Equipment									

FY 2021 Facilities Condition Table and Asset Register

The TERM scale as the condition assessment rating scale.

Conditions as of 6/30/2021

Asset Category	Asset Class	Asset Name	Asset Owner	% Asset Responsibility	Year and Age (Yrs)		TERM Scale Condition	Replacement Cost/Value
Facilities	Administration	Office	City of Bangor / Community Connector is responsible	100%	2018	2	5	$350,000.00
Facilities	Maintenance	Bus Barn-Cold	City of Bangor /Community Connector is responsible	100%	1980	41	1	$1,645,000.00
Facilities	Maintenance	Bus Barn-Heated	City of Bangor / Community Connector is responsible	100%	2004	17	4	$472,500.00
Facilities	Maintenance	Bus Wash	City of Bangor and Community Connector is NOT responsible	0%	2004	16		$3,028,900.00
Facilities	Maintenance	Fleet Maintenance	City of Bangor Community Connector is NOT responsible	0%	1970	48		$3,000,000.00
Facilities	Passenger	Bus Depot	Torn Down 5/2019					

Approved Investment Project List

Project Year	Project Name	Asset/Asset Class	Cost	Priority
FY 2021-2022	FY 2019 5339 Bus and Bus Fac New Transit Center	Facilities	$3.4 Million	High/Funded
FY 2021-2022	5339 Bus and Bus Fac. Formulas Funds Bus Technology Project	Bus Support Equipment	375,000	High/Funded
FY 2022-2023	FY 20 5339 Bus and Bus Fac Bus Stop Project	Bus Support and Equipment	496,000	High/Funded
FY 2024	FY 18 Bus and Bus Fac Grant	2 Buses	1 million	Ordered

Proposed Investment Project List

FY 2023	New Roof and Furnace - Warm Bus Barn	Facilities	100,000	High
FY 2023	Service Vehicles	Equipment	50,000	High
FY 2023-2024	Add more Bus Technology	Bus Support Equipment	250,000	High
FY 2024-2030	Rehab the Cold Bus Barn	Facilities	5.0 Million	High
FY 2024-2025	Add More Bus Stops and Shelters	Bus Support Equipment	350,000	High
FY 2025-2030	Move to Electrification			

Getting Started

The following information is for reference purposes and document control. Please be sure to complete these fields before proceeding with the tool.

TAM Plan Type:	Individual TAM Plan/Tier II Provider
Agency Name:	Biddeford Saco Old Orchard Beach Transit
Accountable Executive:	H. Rodney Carpenter
Last Modified By (your name):	H Rodney Carpenter
Last Modified:	2/2/2023 15:03

Related Documents

As a first step, there are a number of documents that may be helpful in facilitating development of your TAM plan, if you have them. Please indicate below by using the dropdown menus where this information is available. While your agency may not have the specifically named reports, you may have the information stored in other formats. If not available, the information can be collected through workshops or conversations with staff.

Select a response from the drop down menu:

Asset register or inventory information including for spare parts or equipment	Have
Routine checklist for inspections or other preventive maintenance activities	Have
Reports or information on asset condition	Have
Original Equipment Manufacturer (OEM) Manual	Have
Warranty information for any asset types	Have
Fleet management plan or documentation on how you manage your fleet	Have
Facilities management plan or documentation on how you manage your facilities	Have
Work plans or schedules (preventive maintenance schedules and/or reports)	Have
Trouble log (information on asset defects, faults, and/or unplanned maintenance)	Have
Any documentation related to risks and/or risk management	Do Not Have
Standard operating procedures (SOPs)	Have
Asset transition (or hand over) protocol or policy	Have

Introduction

BASIC*

Provide a brief overview of/introduction to your agency. You may include general information including state geography, demographics, interdependencies between asset classes, etc.:

agreement among the Cities of Biddeford and Saco and the Town of Old Orchard Beach. The Transit Committee was established in 1978 to provide a fixed-route, public transportation service, known as ShuttleBus, to the three municipalities. The Transit Committee consists of nine governing members—three persons appointed by each municipal Council that includes one Councilor Manager-level member from each community. The Transit Committee is empowered to execute contracts and obtain and dispense funds for the purpose of providing public transportation. It currently employs an Executive Director, ten administrative staff, twelve full-time drivers, twenty-seven part-time drivers, three cleaning staff and four full-time mechanics.

Performance Targets & Measures: **What are the annual targets set for the FTA performance measures? Refer to Part I of the Guide for definitions of the performance measures and information on how to set targets. Provide your targets in the table below. If you have other asset classes to include, specify the asset class in the yellow cells labeled 'Custom'.**

For Group TAM Plan Sponsors: You may set targets for your subrecipients. If you choose to do so, click the "Hide Targets" button below before you send the template out. You may leave this question to obtain input from subrecipients on appropriate targets.

Asset Category - Performance Measure	Asset Class	2024 Target	2025 Target	2026 Target	2027 Target	2028 Target
REVENUE VEHICLES						
Age - % of revenue vehicles within a particular asset class that have met or exceeded their Useful Life Benchmark (ULB)	*AB - Articulated Bus*	n/a				
	AO - Automobile	n/a				
	BR - Over-the-road Bus	33%	0%	0%	0%	0%
	BU - Bus	50%	25%	8%	42%	14%
	CU - Cutaway Bus	100%	100%	100%	100%	100%
	DB - Double Decked Bus	n/a				
	FB - Ferryboat	n/a				
	MB - Mini-bus	n/a				
	MV - Mini-van	n/a				
	RT - Rubber-tire Vintage Trolley	n/a				
	SB - School Bus	n/a				
	SV - Sport Utility Vehicle	n/a				
	TB - Trolleybus					
	VN - Van	100%	100%	100%	100%	50%
	Custom 2					
	Custom 3					
EQUIPMENT						
Age - % of vehicles that have met or exceeded their Useful Life Benchmark (ULB)	*Non Revenue/Service Automobile*	33%	100%	100%	66%	66%
	Steel Wheel Vehicles					
	Trucks and other Rubber Tire Vehicles	0%	80%	60%	60%	40%
	Vehicle Maintenance Equipment	1%	1%	1%	1%	33%
	Bus Washing Equipment	50%	50%	50%	50%	0%
	Vehicle Fueling System	1%	1%	1%	1%	1%
FACILITIES						
Condition - % of facilities with a condition rating below 3.0 on the FTA Transit Economic Requirements Model (TERM) Scale	*Administration*	5%	5%	5%	5%	5%
	Maintenance	5%	5%	5%	5%	5%
	Parking Structures					
	Passenger Facilities					
	Admin/Maintenance	0%	0%	0%	0%	0%
	Custom 2					
	Custom 3					

You may provide text explaining the methods used in setting the targets here:

We used useful life for equipment with predefined lifespan, we used our experience and maintenance requirements for other equipment.

****These buttons are for Group TAM Plan Sponsor use only****

COMPREHENSIVE

For Group TAM Plan Sponsors: You may establish the following foundational pieces (vision, state of good repair policy, goals, and objectives) for all subrecipients but this should be done in collaboration with them. Consider their needs as well as their ability to achieve and/or comply. If you choose to establish them for your subrecipients, use the "Hide" and "Show" buttons as necessary.

TAM Vision: **What do you ultimately hope to achieve with your TAM system? What is the broader goal?**

We hope to achieve a replacement schedule to be funded properly so we are not in the position of paying high maintenance cost yet in the position to fund new equipment saving time,energy, and personell cost in maintenance.

These buttons are for Group TAM Plan Sponsor use only

TAM and SGR Policy: **What is your agency's TAM and/or State of Good Repair (SGR) policy? Here, you can document expectations for your employees and demonstrate executive-level direction to support the goals of the TAM system. This can be a short statement or a detailed policy. You may also attach a policy document in the appendix of the TAM plan.**

Our Policy is to give our satff direction and replacement scheduling to meet their expectations and goals. We expectour employees to keep us informed on the actual condition of equipment and vehicles that will be inported into the TAM plan as updates. This will keep maintenance cost at a minimum freeing up more dollars to make capital purchases.

These buttons are for Group TAM Plan Sponsor use only

TAM Goals and/or Objectives: **Based on your vision, what are your specific, measurable, achievable, realistic, and time-bound (S.M.A.R.T.) goals? What measurable steps (objectives) will you take to achieve the goals? This should be written in tabular format as shown below. The table includes an example goal and associated objectives. Use the buttons shown on the right.**

Goals	Objectives
Increase customer satisfaction score by 20 percent in fiscal year.	Respond to customer feedback from past survey by mid-fiscal year.
	Respond to customer complaints (through 511) within one week of complaint.
Modernize and update fleet	Secure appropriate funding
	Develop specifications on buses to match our routes including GPS destination signage and stop announcement
Enhance facility and asset security	Fence in facility property with proximity access gates. Secure parking area for employees RFP Pending
	Install proximity card access points to facility Completed
Enhance security and ease of payment for our ridership	Purchase and install electronic fare system, video and GPS for all buses
	completed
Ridership Surveys	Initiate ridership surveys on a regular basis
	evaluate data and utilize for planning process, implement changes as required
Improve customer communications	Investigate and implement off the shelf technology to better notify passengers of schedule interuptions and safety
	rfp pending

About the TAM Plan: **Provide an overview of the TAM Plan describing the contents and structure. What time horizon does the document cover and what are the expected update and improvement timelines?**

For Group TAM Plan Sponsors: You may specify TAM Plan contents, structure, and time horizon for subrecipients. If you choose to do so, hide this question.

The goals decribed are designed around our real needs. Fleet upgrade is critical to our continued success. Safety and security of our fleet and facility is needed and customer relations must continuously improve. This TAMS Plan spans over the next five years and we will develop specific measurable milestones for each goal and objective.

These buttons are for Group TAM Plan Sponsor use only

Roles and Responsibilities: **What roles have been assigned to your employees to achieve the goals of the TAM system? Who owns the TAM Plan and is responsible for monitoring and updating it? Who is your accountable executive? Click "Add More" only after all yellow cells are filled.**

For Tier II Providers: If you are developing an individual plan, you may ignore the third column in this table.

Department/Individual	Role (Title and/or Description)	Subrecipient
Executive Director	Overall responsibility of updating and planning	N/A
Deputy Director	Assist in planning and implementation of TAMS Plan	N/A
Fleet Manager	Manage Fleet and Facilities according to plan	N/A
Bus Driver Supervisor	Manage Complaint Process, share plan goals with	N/A

Capital Asset Inventory

BASIC

Asset Inventory Listing: **To complete the inventory list, use the following steps:**

1. On the table to the right, list all the capital assets that you own, operate, or manage that support the delivery of public transportation services. This should include leased assets, assets operated under contract, and all assets that would be included in a program of projects. You may include assets used in the provision of public transportation even if acquired without FTA funds. Complete the table and use the drop down menus where provided. An example is shown for guidance.

2. Click the "Add More" button only after some yellow cells are filled.

3. Be sure to click "Finish" when complete.

4. Click the "Summarize" button to populate the summary table.

5. Click "Continue" to proceed to the next sheet.

Asset Category/Class	Total Number	Avg Age	Avg Mileage	Avg Value
RevenueVehicles	**23**	**7.3**	**179,492**	**$417,826.09**
AB - Articulated Bus	0	-	-	-

AO - Automobile	0	-	-	-
BR - Over-the-road Bus	3	2.3	114,902	$650,000.00
BU - Bus	17	7.7	203,214	$444,117.65
CU - Cutaway Bus	0	-	-	-
DB - Double Decked Bus	0	-	-	-
FB - Ferryboat	0	-	-	-
MB - Mini-bus	0	-	-	-
MV - Mini-van	2	9.5	115,305	$35,000.00
RT - Rubber-tire Vintage Trolley	0	-	-	-
SB - School Bus	0	-	-	-
SV - Sport Utility Vehicle	0	-	-	-
TB - Trolleybus	0	-	-	-
VN - Van	1	11.0	98,376	$40,000.00
	0	-	-	-
Custom 2	0	-	-	-
Custom 3	0	-	-	-
Equipment	**18**	**11.6**	**44,938**	**$60,111.11**
Non Revenue/Service Automobile	0	-	-	-
Steel Wheel Vehicles	0	-	-	-
Trucks and other Rubber Tire Vehicles	2	12.5	44,938	$62,500.00
Vehicle Maintenance Equipment	13	9.3	N/A	$46,250.00
Bus Washing Equipment	2	7.5	N/A	$15,500.00
Vehicle Fueling System	1	25.0	N/A	$200,000.00
Facilities	**1**	**39.0**	**N/A**	**$1,000,000.00**
Administration	0	-	N/A	-
Maintenance	0	-	N/A	-
Parking Structures	0	-	N/A	-
Passenger Facilities	0	-	N/A	-
Admin/Maintenance	1	39.0	N/A	$1,000,000.00
Custom 2	0	-	N/A	-
Custom 3	0	-	N/A	-

Inventory Table

Asset Category	Asset Class	Asset Name	Make	Model	Count	ID/Serial No.	Asset Owner	Acquisition Year	Vehicle Mileage	Replacement Cost/Value
RevenueVehicles	BU - Bus	861/2008 Gillig BRT	Gillig	BRT	1	15GGB271981079721	Agency	2008	554,545	$450,000.00
RevenueVehicles	BR - Over-the-road Bus	3659/2015 MCI	MCI	D4500	1	1M8PDDMBAFP013659	Agency	2022	155,329	$650,000.00
RevenueVehicles	BU - Bus	0554/ 2021 Proterra Electric	Proterra electric	ZX5+	1	7JZTG13JXMS000554	Agency	2021	9,151	$1,100,000.00
RevenueVehicles	BU - Bus	0555/ 2021 Proterra Electric	Proterra Electric	ZX5+	1	7JZTG13J1MS000555	Agency	2021	18,021	$1,100,000.00
RevenueVehicles	BU - Bus	17/Standard Size Heavy Duty Low-Floor (35-40 feet)	Eldorado	XHF	1	1N9HEACL6ACO84325	Agency	2010	364,498	$450,000.00
RevenueVehicles	BU - Bus	26/Standard Size Heavy Duty Low-Floor (35-40 feet)	Eldorado	XHF	1	1N9HEACLXACO84327	Agency	2010	417,641	$450,000.00
RevenueVehicles	BU - Bus	29/Standard Size Heavy Duty Low-Floor (35-40 feet)	Eldorado	XHF	1	1N9HEACL1ACO84328	Agency	2010	558,486	$450,000.00
RevenueVehicles	BU - Bus	24/Standard Size Heavy Duty Low-Floor (35-40 feet)	New Flyer	SR877	1	5FYD2GL043U024931	Agency	2004	466,684	$450,000.00
RevenueVehicles	BU - Bus	28/Standard Size Heavy Duty Low-Floor (35-40 feet)	New Flyer	SR877	1	5FYD2GL0X3U024920	Agency	2004	721,579	$450,000.00
RevenueVehicles	BU - Bus	35/Standard Size Heavy Duty Low-Floor (35-40 feet)	New Flyer	SR877	1	5FYD2GL033U024922	Agency	2004	131,573	$450,000.00
RevenueVehicles	BU - Bus	2159/Standard size medium duty Trolley	HomeTown/ Freightliner	Main Street	1	4UZABOFCOLCMD2159	Agency	2021	14,611	$275,000.00
RevenueVehicles	BU - Bus	2161/Standard size medium duty Trolley	HomeTown/ Freightliner	Main Street	1	4UZABOFC9LCMD2161	Agency	2021	17,590	$275,000.00
RevenueVehicles	BU - Bus	2162/Standard size medium duty Trolley	HomeTown/ Freightliner	Main Street	1	4UZAB0FC9LCMD2162	Agency	2021	19,314	$275,000.00
RevenueVehicles	BU - Bus	2163/Standard size medium duty Trolley	HomeTown/ Freightliner	Main Street	1	4UZABOFC0MCMD2163	Agency	2021	25,879	$275,000.00

RevenueVehicles	BU - Bus	2164/Standard size medium duty Trolley	HomeTown/ Freightliner	Main Street	1	4UZAB0FC2MCMD2164	Agency	2021	20,352	$275,000.00
RevenueVehicles	BU - Bus	2165/Standard size medium duty Trolley	HomeTown/ Freightliner	Main Street	1	4UZAB0FC4MCMD2165	Agency	2021	57,651	$275,000.00
RevenueVehicles	BU - Bus	2166/Standard size medium duty Trolley	HomeTown/ Freightliner	Main Street	1	4UZAB0FC6MCMD2166	Agency	2021	40,395	$275,000.00
RevenueVehicles	BU - Bus	2671/Standard size medium duty Trolley	HomeTown/ Freightliner	Main Street	1	4UZAB0FC3LCMJ2671	Agency	2021	16,665	$275,000.00
RevenueVehicles	BR - Over-the-road Bus	7752/Over-the-road bus (BR) (45ft)	Prevost	X3-45	1	4RKG33491M9737752	Agency	2020	92,950	$650,000.00
RevenueVehicles	BR - Over-the-road Bus	7753/Over-the-road bus (BR) (45ft)	Prevost	X3-45	1	4RKG33493M9737753	Agency	2020	96,427	$650,000.00
Facilities	Admin/Maintenance	Admin and Maintenance Bldg.	N/A	N/A	1	N/A	Agency	1984	N/A	$1,000,000.00
Equipment	Vehicle Maintenance Equipment	Assorted tools and equipment other than vehicle lifts	Various	N/A	1	N/A	Agency	Various	N/A	$50,000.00
Equipment	Vehicle Fueling System	Underground tank and fuel island equipment	Various	N/A	1	N/A	Agency	1998	N/A	$200,000.00
Equipment	Vehicle Maintenance Equipment	Wireless mobile column lifts, set #1	Mach 4	MCHW418U100	4	HBD11K0017-20	Agency	2011	N/A	$45,000.00
Equipment	Bus Washing Equipment	Bus Pressure Washer	Hotsy	1.109-701.0	1	11097010-00008	Agency	2013	N/A	$10,000.00
RevenueVehicles	VN - Van	30/Van, 13 passenger, 2009	Ford	VN	1	1FTSS34L19DA70377	Agency	2012	98,376	$40,000.00
RevenueVehicles	MV - Mini-van	32/Van, 7 passenger, 2009	Dodge	MV	1	2D8HN44E39R615695	Agency	2012	158,190	$35,000.00
Equipment	Vehicle Maintenance Equipment	Wireless mobile column lifts, set #2	Mach 4	MCHW418U100	4	HBD13I0013-16	Agency	2013	N/A	$45,000.00
RevenueVehicles	MV - Mini-van	23/Van, 7 passenger, 2014	Dodge	MV	1	2C4RDGBG3ER451936	Agency	2015	72,420	$35,000.00
Equipment	Vehicle Maintenance Equipment	Wireless mobile column lifts, set #3	Mach 4	MCHW418U100	4	HBD17J001-4	Agency	2017	N/A	$45,000.00
Equipment	Bus Washing Equipment	Power brush bus washer	Bitmec	101-BB	1	11822-900/3	Agency	2018	N/A	$21,000.00
Equipment	Trucks and other Rubber Tire Vehicles	50/Pickup truck with plow, 2018	Chevrolet	Pickup truck	1	1GC2KUEG0JZ203063	Agency	2018	38,563	$50,000.00
Equipment	Trucks and other Rubber Tire Vehicles	54/Road service truck, 2003	GMC	Savannah	1	1GDJG31U541205411	Agency	2003	51,313	$75,000.00

Condition Assessment

BASIC

Asset Condition: What condition are your assets in to run the services required? How does the actual condition compare to the target set for the assets? The tables to the right are automatically populated based on your inventory on the previous sheet. There is one table for each asset category (three total). Scroll to the right to view all tables.

Complete the tables by filling in the input cells with the Useful Life Benchmark for each asset. Refer to Section 3.1.1 of Part I for an explanation of the Useful Life Benchmark.

Asset Condition Summary: Click the "Summarize" button to update the summary table to calculate the percent of assets past their Useful Life Benchmark.

Asset Category/Class	Count	Avg Age	Avg Mileage	Avg TERM Condition	Avg Value	% At or Past ULB
RevenueVehicles	**22**	**8.5**	**188,128**	**N/A**	**$472,727.27**	**45.45%**
AB - Articulated Bus	0	-	-	N/A	-	-
AO - Automobile	0	-	-	N/A	-	-
BR - Over-the-road Bus	3	9.0	247,307	N/A	$650,000.00	33.33%
BU - Bus	19	8.5	178,785	N/A	$444,736.84	47.37%
CU - Cutaway Bus	0	-	-	N/A	-	-
DB - Double Decked Bus	0	-	-	N/A	-	-
FB - Ferryboat	0	-	-	N/A	-	-
MB - Mini-bus	0	-	-	N/A	-	-
MV - Mini-van	0	-	-	N/A	-	-
RT - Rubber-tire Vintage Trolley	0	-	-	N/A	-	-
SB - School Bus	0	-	-	N/A	-	-
SV - Sport Utility Vehicle	0	-	-	N/A	-	-
TB - Trolleybus	0	-	-	N/A	-	
VN - Van	0	-	-	N/A	-	-
	0	-	-	N/A	-	-
Custom 2	0	-	-	N/A	-	-
Custom 3	0	-	-	N/A	-	-
Equipment	**21**	**12.8**	**80,048**	**N/A**	**$52,166.67**	**28.57%**
Non Revenue/Service Automobile	0	-	-	N/A	-	-
Steel Wheel Vehicles	0	-	-	N/A	-	-
Trucks and other Rubber Tire Vehicles	5	11.0	59,656	N/A	$42,000.00	80.00%
Vehicle Maintenance Equipment	13	14.5	N/A	N/A	$46,250.00	7.69%
Bus Washing Equipment	2	7.5	N/A	N/A	$15,500.00	50.00%
Vehicle Fueling System	1	25.0	N/A	N/A	$200,000.00	0.00%
Facilities	**1**	**39.0**	**N/A**	**3.0**	**$1,000,000.00**	**N/A**
Administration	0	-	N/A	-	-	N/A
Maintenance	0	-	N/A	-	-	N/A
Parking Structures	0	-	N/A	-	-	N/A
Passenger Facilities	0	-	N/A	-	-	N/A
Admin/Maintenance	1	39.0	N/A	3.0	$1,000,000.00	1.0
Custom 2	0	-	N/A	-	-	N/A
Custom 3	0	-	N/A	-	-	N/A

Revenue Vehicles Condition Table

***Age is the surrogate performance measure for condition as determined by the FTA.*

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	Vehicle Mileage	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
RevenueVehicles	BR - Over-the-road Bus	18/2002 mci coach	1	1M8PDMRA02F	21	627,099	$650,000.00	12	yes
RevenueVehicles	BR - Over-the-road Bus	7752/Over-the-road bus (E	1	4RKG33491M97	3	59,745	$650,000.00	12	No
RevenueVehicles	BR - Over-the-road Bus	7753/Over-the-road bus (E	1	4RKG33493M97	3	55,076	$650,000.00	12	No
RevenueVehicles	BU - Bus	0554/ 2021 Proterra Electr	1	7JZTG13JXMS0(	2	15,000	$1,100,000.00	12	No
RevenueVehicles	BU - Bus	0555/ 2021 Proterra Electr	1	7JZTG13J1MS0(	2	7,000	$1,100,000.00	12	No
RevenueVehicles	BU - Bus	16/Standard Size Heavy Du	1	1N9HEACL8AC0	13	294,952	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	17/Standard Size Heavy Du	1	1N9HEACL6ACC	13	350,770	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	2159/Standard size mediu	1	4UZABOFCOLCM	2	13,415	$275,000.00	12	No
RevenueVehicles	BU - Bus	2161/Standard size mediu	1	4UZABOFC9LCM	2	9,689	$275,000.00	12	No
RevenueVehicles	BU - Bus	2162/Standard size mediu	1	4UZAB0FC9LCM	2	11,572	$275,000.00	12	No
RevenueVehicles	BU - Bus	2163/Standard size mediu	1	4UZABOFC0MC	2	15,339	$275,000.00	12	No
RevenueVehicles	BU - Bus	2164/Standard size mediu	1	4UZAB0FC2MCI	2	7,541	$275,000.00	12	No
RevenueVehicles	BU - Bus	2165/Standard size mediu	1	4UZAB0FC4MCI	2	19,088	$275,000.00	12	No
RevenueVehicles	BU - Bus	2166/Standard size mediu	1	4UZAB0FC6MCI	2	6,395	$275,000.00	12	No
RevenueVehicles	BU - Bus	24/Standard Size Heavy Du	1	5FYD2GL043U0	19	448,049	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	26/Standard Size Heavy Du	1	1N9HEACLXAC0	13	403,212	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	2671/Standard size mediu	1	4UZAB0FC3LCM	2	6,767	$275,000.00	12	No
RevenueVehicles	BU - Bus	28/Standard Size Heavy Du	1	5FYD2GL0X3U0	19	692,373	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	29/Standard Size Heavy Du	1	1N9HEACL1AC0	13	534,005	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	34/Medium Size Heavy Du	1	1BAGJBPA76W3	17	306,493	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	35/Standard Size Heavy Du	1	5FYD2GL033U0	19	109,752	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	861/2008 Gillig BRT	1	15GGB2719810	15	145,494	$450,000.00	12	Yes

Equipment Condition Table

16

***Age is the surrogate performance measure for condition as determined by the FTA.*

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	Vehicle Mileage	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
Equipment	Bus Washing Equipment	Bus Pressure Washe	1	11097010-0000	10	N/A	$10,000.00	8	Yes
Equipment	Bus Washing Equipment	Power brush bus wa	1	11822-900/3	5	N/A	$21,000.00	10	No
Equipment	Trucks and other Rubber Tire Vehicles	23/Van, 7 passenger	1	2C4RDGBG3ER4	8	72,420	$35,000.00	7	Yes
Equipment	Trucks and other Rubber Tire Vehicles	30/Van, 13 passenge	1	1FTSS34L19DA7	11	94,857	$40,000.00	7	Yes
Equipment	Trucks and other Rubber Tire Vehicles	32/Van, 7 passenger	1	2D8HN44E39R6	11	152,557	$35,000.00	7	Yes
Equipment	Trucks and other Rubber Tire Vehicles	50/Pickup truck with	1	1GC2KUEG0JZ2	5	30,784	$50,000.00	10	No
Equipment	Trucks and other Rubber Tire Vehicles	54/Road service truc	1	1GDJG31U5412	20	49,620	$50,000.00	10	Yes
Equipment	Vehicle Fueling System	Underground tank ar	1	N/A	25	N/A	$200,000.00	30	No
Equipment	Vehicle Maintenance Equipment	Assorted tools and e	1	N/A	30	N/A	$50,000.00	30	Yes
Equipment	Vehicle Maintenance Equipment	Wireless mobile colu	4	HBD11K0017-20	12	N/A	$45,000.00	15	No
Equipment	Vehicle Maintenance Equipment	Wireless mobile colu	4	HBD13I0013-16	10	N/A	$45,000.00	15	No
Equipment	Vehicle Maintenance Equipment	Wireless mobile colu	4	HBD17J001-4	6	N/A	$45,000.00	15	No

Facilities Condition Table

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	TERM Scale Condition	Replacement Cost/Value
Facilities	Admin/Maintenan	Admin and Maintenance Bldg.	1	N/A	39	3	$1,000,000.00

Decision Support

NOTE: Complete some yellow cells before clicking "Add More" under each question.

BASIC*

Decision Support: **List and briefly describe the processes and/or tools in place to support investment decision-making, including project selection and prioritization. Enter this information in the table below. Click the button to add more rows.**

Process/Tool	Brief Description
Example Asset Condition Information System	A software system that uses asset inventory and condition information to generate 5 to 10-year condition forecasts.
equipment life cycle	utilizing end of life along with maintenance, condition reports

Investment Prioritization: **How do you determine what priority investments are needed in order to maintain a state of good repair? Describe your agency's investment prioritization process.**

We try to replace the oldest most deteriated vehicles with High maintenance cost and Frequent breakdowns first

COMPREHENSIVE*

Risk Management: **Identify any risks faced to your assets or organization as a whole (particularly safety-related risks) and describe the mitigation strategies for each one. This can also include how scheduled maintenance can affect service delivery. As applicable, describe any planned changes or improvements to these processes. Enter this information in the table below. Click the button to add more rows.**

Risk	Mitigation Strategy
Loss of significant amounts of federal funds	Decrease dependence on federal funds for capital
break downs of older equipment	Fleet replacement to minimize breakdown frequency

Maintenance Strategy: **List your regularly-planned maintenance activities (e.g., inspections, routine preventive maintenance activities, etc). As applicable, describe any planned changes or improvements to these processes. Enter this information in the table below. Click the button to add more rows.**

Asset Category	Asset Class	Maintenance Activity	Frequency	Avg Duration (Hrs)	Cost
RevenueVehicles	BU - Bus	Engine tune-up	Annual	3	$1,000
RevenueVehicles	BU - Bus	pm-b	mileage	4 hr	$600
Equipment	Vehicle Maintenance Equipment	inspections	annual	1	$80
Facilities	Admin/Maintenance	inspections	on going	various	$80

How does your agency address unplanned maintenance needs?

We address individually, secure funding, then make necessary repair

Overhaul Strategy: **How and when do assets get overhauled or replaced? What activities take place during overhaul (e.g., mini, mid-life, or major overhaul)? As applicable, describe any planned changes or improvements to these processes. Enter this information in the table below. Click the button to add more rows.**

Asset Category	Asset Class	Overhaul Strategy
RevenueVehicles	BU - Bus	Mid-life overhaul - rebuilds bus engine, transmission and electronics, replaces chassis parts and seats, and repaints the body, restoring the bus to an "as new" condition. Cost is about $120,000 per bus.
RevenueVehicles	BU - Bus	we have found midlife overhauls not to be succesful, we will evaluate on an individual

Disposal Strategy: **What is your agency's strategy for disposing of assets that are being renewed or replaced? Describe any approval processes and detail, including the procedures for physically removing the asset from the property. As applicable, describe any planned changes or improvements to these processes. Provide brief paragraphs describing the strategies in the table below. Click the button to add more rows.**

Asset Category	Asset Class	Disposal Strategy

RevenueVehicles	BU - Bus	Buses at the end of their useful lives (15 years) are retired according to three options: (i) salvage sale; (ii) ready reserve fleet placement; and (iii) disposal. Buses designated for ready reserve fleet placement will be delivered to the storage lot and salvage sale buses will be prepared according to the "Scrap Bus Instructions". Buses for disposal will be scheduled for pick up by the Bus Disposal Group.
RevenueVehicles	BU - Bus	Buses at the end of their useful lives are retired according to three options: (i) salvage

Acquisition and Renewal Strategy

How do you determine when to initiate acquisition activities for your assets? Describe your long-term replacement strategy and how long-term renewal and improvement activities are assessed based on the asset's lifecycle. As applicable, describe any planned changes or improvements to these processes. Provide brief paragraphs describing the strategies in the table below. Click the button to add more rows.

Asset Category	Asset Class	Acquisition and Renewal Strategy
RevenueVehicles	BU - Bus	There is sound reasoning to strive for a fleet composed of 50% diesel-electric hybrid buses. Current fleet will be transitioned over a period of one year.
RevenueVehicles	BU - Bus	we use our 6 year capital replacement plan through our MPO

Investment Prioritization

NOTE: Complete some yellow cells before clicking "Add More" under each question.

BASIC

Proposed Investments: **Provide a list of the selected projects and programs prioritized based on your agency's criteria. Rank the projects and order them by year of planned implementation. Enter this information in the table below. Click the button to add more rows. The optional Fleet Replacement Module may be used to determine your fleet replacement projects - activate this by clicking on the button provided.**

Project Year	Project Name	Asset Category	Asset Class	Cost	Priority
2021	trolley replacement	RevenueVehicles	TB - Trolleybus	$1,000,000.00	High
2020	Fare Box technology	RevenueVehicles	BU - Bus	$120,000.00	High
2021	telemetrics	RevenueVehicles	BU - Bus	$120,000.00	High
2021	trolley replacement	RevenueVehicles	TB - Trolleybus	$1,000,000.00	High
2022	electric buses	RevenueVehicles	BU - Bus	$2,500,000.00	Medium
2024	electric buses	RevenueVehicles	BU - Bus	$2,500,000.00	medium

COMPREHENSIVE*

Capital Investment Activity Schedules: **You may attach any work plans or schedules you have for capital investment activities as separate files when delivering this template. Provide the names of documents attached and their file formats in the table below. Click the button to add more rows.**

Document Name	File Extension
Example - Bus Overhaul Schedule	MS Project
capital replacement plan	PDF

Fleet Retirement & Replacement Computation Module

Asset Category
RevenueVehicles

This worksheet is built to inform your fleet replacement schedule. Follow the instructions in italics above each table going from left to right. After calculating the last table, enter your selected projects into the Investment Prioritization sheet by clicking on the tab names at the bottom. Clicking 'RESET' will clear all your data. Return to the previous sheet to finish your TAM Plan.

Existing Fleet

This is a listing of your revenue vehicle assets. Do not make any changes in this table.

Asset Category	Asset Class	Asset Name	Make	Model	Count	ID/Serial No.	Asset Owner	Acquisition Year	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Fleet Type (Year/Make/Model)
RevenueVehicles	BU - Bus	857/2008 Gillig BRT	Gillig	BRT	1	15GGB2717810 79717	Agency	2008	$450,000.00	12	2008 Gillig BRT
RevenueVehicles	BU - Bus	861/2008 Gillig BRT	Gillig	BRT	1	15GGB2719810 79721	Agency	2008	$450,000.00	12	2008 Gillig BRT
RevenueVehicles	BR - Over-the-road Bus	18/2002 mci coach	MCI	D4500	1	1M8PDMRA02P054758	Agency	2002	$650,000.00	12	2002 MCI D4500
RevenueVehicles	BU - Bus	0554/ 2021 Proterra Electric	Proterra electric	ZX5+	1	7JZTG13JXMS000554	Agency	2021	$1,100,000.00	12	2021 Proterra electric ZX5+
RevenueVehicles	BU - Bus	0555/ 2021 Proterra Electric	Proterra Electric	ZX5+	1	7JZTG13J1MS000555	Agency	2021	$1,100,000.00	12	2021 Proterra Electric ZX5+
RevenueVehicles	BU - Bus	16/Standard Size Heavy Duty Low-Floor (35-40 feet)	Eldorado	XHF	1	1N9HEACL8AC084326	Agency	2010	$450,000.00	12	2010 Eldorado XHF
RevenueVehicles	BU - Bus	17/Standard Size Heavy Duty Low-Floor (35-40 feet)	Eldorado	XHF	1	1N9HEACL6ACO84325	Agency	2010	$450,000.00	12	2010 Eldorado XHF
RevenueVehicles	BU - Bus	26/Standard Size Heavy Duty Low-Floor (35-40 feet)	Eldorado	XHF	1	1N9HEACLXAC084327	Agency	2010	$450,000.00	12	2010 Eldorado XHF
RevenueVehicles	BU - Bus	29/Standard Size Heavy Duty Low-Floor (35-40 feet)	Eldorado	XHF	1	1N9HEACL1AC084328	Agency	2010	$450,000.00	12	2010 Eldorado XHF
RevenueVehicles	BU - Bus	34/Medium Size Heavy Duty (30 feet)	BlueBird	L4RE	1	1BAGJBPA76W100344	Agency	2006	$450,000.00	12	2006 BlueBird L4RE
RevenueVehicles	BU - Bus	24/Standard Size Heavy Duty Low-Floor (35-40 feet)	New Flyer	SR877	1	5FYD2GL043U024931	Agency	2004	$450,000.00	12	2004 New Flyer SR877

RevenueVehicles	BU - Bus	28/Standard Size Heavy Duty Low-Floor (35-40 feet)	New Flyer	SR877	1	5FYD2GL0X3U024920	Agency	2004	$450,000.00	12	2004 New Flyer SR877
RevenueVehicles	BU - Bus	35/Standard Size Heavy Duty Low-Floor (35-40 feet)	New Flyer	SR877	1	5FYD2GL033U024922	Agency	2004	$450,000.00	12	2004 New Flyer SR877
RevenueVehicles	BU - Bus	2159/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZABOFCOLCMD2159	Agency	2021	$275,000.00	12	2021 HomeTown/Freightliner Main Street
RevenueVehicles	BU - Bus	2161/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZABOFC9LCMD2161	Agency	2021	$275,000.00	12	2021 HomeTown/Freightliner Main Street
RevenueVehicles	BU - Bus	2162/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZAB0FC9LCMD2162	Agency	2021	$275,000.00	12	2021 HomeTown/Freightliner Main Street
RevenueVehicles	BU - Bus	2163/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZABOFC0MCMD2163	Agency	2021	$275,000.00	12	2021 HomeTown/Freightliner Main Street
RevenueVehicles	BU - Bus	2164/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZAB0FC2MCMD2164	Agency	2021	$275,000.00	12	2021 HomeTown/Freightliner Main Street
RevenueVehicles	BU - Bus	2165/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZAB0FC4MCMD2165	Agency	2021	$275,000.00	12	2021 HomeTown/Freightliner Main Street
RevenueVehicles	BU - Bus	2166/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZAB0FC6MCMD2166	Agency	2021	$275,000.00	12	2021 HomeTown/Freightliner Main Street
RevenueVehicles	BU - Bus	2671/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZAB0FC3LCMJ2671	Agency	2021	$275,000.00	12	2021 HomeTown/Freightliner Main Street
RevenueVehicles	BR - Over-the-road Bus	7752/Over-the-road bus (BR) (45ft)	Prevost	X3-45	1	4RKG33491M9737752	Agency	2020	$650,000.00	12	2020 Prevost X3-45
RevenueVehicles	BR - Over-the-road Bus	7753/Over-the-road bus (BR) (45ft)	Prevost	X3-45	1	4RKG33493M9737753	Agency	2020	$650,000.00	12	2020 Prevost X3-45

Existing Fleet Remaining Per Year

This tables ages your existing fleet, showing the number remaining in each of the next five years. Do not make any changes to this table.

Fleet Type (Year/Make/Model)	Number	Replacement Cost	Acquisition Year	ULB	2024	2025	2026	2027	2028
2010 Eldorado XHF	4	$450,000.00	2010	12	0	0	0	0	0
2006 BlueBird L4RE	1	$450,000.00	2006	12	0	0	0	0	0
2004 New Flyer SR877	3	$450,000.00	2004	12	0	0	0	0	0
2008 Gillig BRT	2	$450,000.00	2008	12	0	0	0	0	0
2002 MCI D4500	1	$650,000.00	2002	12	0	0	0	0	0
2021 HomeTown/Freightliner Main Street	8	$275,000.00	2021	12	8	8	8	8	8
2020 Prevost X3-45	2	$650,000.00	2020	12	2	2	2	2	2
2021 Proterra electric ZX5+	2	$1,100,000.00	2021	12	2	2	2	2	2
Grand Total									

Fleet Required

In the cells shaded yellow, enter the peak number of vehicles scheduled and the spare factor (%) for each fleet for each year. Note that the FTA has spare ratio requirements for revenue vehicles. Click Calculate to calculate the number of vehicles required each year.

Fleet Type (Year/Make/Model)	2024			2025			2026			2027			2028		
	Peak Vehicles Scheduled	Spare Factor (%)	Vehicles Required	Peak Vehicles Scheduled	Spare Factor (%)	Vehicles Required	Peak Vehicles Scheduled	Spare Factor (%)	Vehicles Required	Peak Vehicles Scheduled	Spare Factor (%)	Vehicles Required	Peak Vehicles Scheduled	Spare Factor (%)	Vehicles Required
2010 Eldorado XHF	1	0%	1	0	20%	0	0	20%	0	0	20%	0	0	20%	0
2006 BlueBird L4RE	1	20%	2	0	20%	0	0	20%	0	0	20%	0	1	20%	2
2004 New Flyer SR877	0	20%	0	0	20%	0	0	20%	0	0	20%	0	0	20%	0
2008 Gillig BRT	1	20%	2	0	20%	0	0	20%	0	0	20%	0	0	20%	0
2002 MCI D4500	1	0%	1	1	20%	2	1	20%	2	1	20%	2	1	20%	2
2021 HomeTown/Freightliner Main Street	0	20%	0	0	20%	0	0	20%	0	0	20%	0	0	20%	0
2020 Prevost X3-45	2	20%	3	2	20%	3	2	20%	3	2	20%	3	2	20%	3
2021 Proterra electric ZX5+	2	0%	2	2	20%	3	2	20%	3	2	20%	3	2	20%	3
	0	0%		0	20%		0	20%		0	20%		0	20%	
	0	0%		0	20%		0	20%		0	20%		0	20%	
	0	0%		0	20%		0	20%		0	20%		0	20%	

New Fleet

This tables calculates the required purchase for each fleet per year. Update the inflation rate, if necessary, and click 'Calculate' to update the total expenditure.

Total in Current Year $	**$3,550,000.00**		**$1,750,000.00**		**$0.00**		**$0.00**		**$0.00**	
Inflation Rate	**0.0%**		**0.0%**		**0.0%**		**0.0%**		**0.0%**	
Compounded Inflation	**1**		**1**		**1**		**1**		**1**	
Total in Year of Expenditure $	**$3,550,000.00**		**$1,750,000.00**		**$0.00**		**$0.00**		**$0.00**	
	2024		**2025**		**2026**		**2027**		**2028**	
Fleet Type (Year/Make/Model)	**Number**	**Cost in 2023 $**	**Number**	**Cost in 2023 $**	**Number**	**Cost in 2023 $**	**Number**	**Cost in 2023 $**	**Number**	**Cost in 2023 $**
2010 Eldorado XHF	1	$450,000.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00
2006 BlueBird L4RE	2	$900,000.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00
2004 New Flyer SR877	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00
2008 Gillig BRT	2	$900,000.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00
2002 MCI D4500	1	$650,000.00	1	$650,000.00	0	$0.00	0	$0.00	0	$0.00
2021 HomeTown/Freightliner Main Street	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00
2020 Prevost X3-45	1	$650,000.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00
2021 Proterra electric ZX5+	0	$0.00	1	$1,100,000.00	0	$0.00	0	$0.00	0	$0.00

Biddeford Saco Old Orchard Beach Transit Transit Asset Management Plan

H. Rodney Carpenter, Accountable Executive

Last modified by H Rodney Carpenter on 03 Feb 23 at 13:24

Introduction

The Biddeford-Saco-Old Orchard Beach Transit Committee is a quasi-municipal governmental entity that originated through inter-local agreement among the Cities of Biddeford and Saco and the Town of Old Orchard Beach. The Transit Committee was established in 1978 to provide a fixed-route, public transportation service, known as ShuttleBus, to the three municipalities. The Transit Committee consists of nine governing members—three persons appointed by each municipal Council that includes one Councilor Manager-level member from each community. The Transit Committee is empowered to execute contracts and obtain and dispense funds for the purpose of providing public transportation. It currently employs an Executive Director, ten administrative staff, twelve full-time drivers, twenty-seven part-time drivers, three cleaning staff and four full-time mechanics.

ShuttleBus operates five (5) flex route transit routes serving several communities. The Tri-Town Local Route operates seven days per week serving the Cities of Biddeford and Saco and the Town of Old Orchard Beach with two buses. In the summer months ShuttleBus also runs a popular tourism-oriented trolley service along Saco Bay and inland to US Route One businesses.

Since September 2007, ShuttleBus has operated the Nor'easter Express route between University of New England's Hills Beach campus and downtown Biddeford/Saco. One bus serves the route during the academic year.

The Tri-Towns to Portland Intercity service, or "Portland" bus, runs daily from Biddeford to Portland with stops in Saco, Old Orchard Beach, Pine Point, Scarborough, and South Portland (primarily the Maine Mall).

The ZOOM Turnpike Express travels from Park & Ride lots in Biddeford and Saco, via the Maine Turnpike, to Congress Street and the University of Southern Maine, and back during morning and afternoon rush hours.

Performance Targets & Measures

Asset Category - Performance Measure	Asset Class	2024 Target	2025 Target	2026 Target	2027 Target	2028 Target
REVENUE VEHICLES						
Age - % of revenue vehicles within a particular asset class that have met or exceeded their Useful Life Benchmark (ULB)	**AB - Articulated Bus**	N/A				
	AO - Automobile	N/A				
	BR - Over-the-road Bus	33%				
	BU - Bus	50%	25%	8%	42%	14%
	CU - Cutaway Bus	N/A				
	DB - Double Decked Bus	N/A				
	FB - Ferryboat	N/A				
	MB - Mini-bus	N/A				
	MV - Mini-van	n/a				
	RT - Rubber-tire Vintage Trolley	N/A				
	SB - School Bus	N/A				
	SV - Sport Utility Vehicle	N/A				
	TB - Trolleybus	N/A				
	VN - Van	100%	100%	100%	100%	50%
	0	N/A				
	Custom 2	N/A				
	Custom 3	N/A				
EQUIPMENT						
Age - % of vehicles that have met or exceeded their Useful Life Benchmark (ULB)	**Non Revenue/Service Automobile**	N/A				
	Steel Wheel Vehicles	N/A				
	Trucks and other Rubber Tire Vehicles	60%	60%	60%	40%	40%
	Vehicle Maintenance Equipment	1%	1%	1%	1%	33%
	Bus Washing Equipment	50%	50%	50%	50%	
	Vehicle Fueling System	1%	1%	1%	1%	1%
FACILITIES						
Condition - % of facilities with a condition rating below 3.0 on the FTA Transit Economic Requirements Model (TERM) Scale	**Administration**	N/A				
	Maintenance	N/A				
	Parking Structures	N/A				
	Passenger Facilities	N/A				
	Admin/Maintenance	0%	0%	0%	0%	0%
	Custom 2	N/A				
	Custom 3	N/A				

Target Setting Methodology

We used useful life for equipment with predefined lifespan, we used our experience and maintenance requirements for other equipment.

TAM Vision

We hope to achieve a replacement schedule to be funded properly so we are not in the position of paying high maintenance cost yet in the position to fund new equipment saving time,energy, and personell cost in maintenance.

TAM and SGR Policy

Our Policy is to give our satff direction and replacement scheduling to meet their expectations and goals. We expectour employees to keep us informed on the actual condition of equipment and vehicles that will be inported into the TAM plan as updates. This will keep maintenance cost at a minimum freeing up more dollars to make capital purchases.

TAM Goals and/or Objectives

Goals	Objectives
Modernize and update fleet	Secure appropriate funding
	Develop specifications on buses to match our routes including GPS destination signage and stop announcement
Enhance facility and asset security	Fence in facility property with proximity access gates. Secure parking area for employees RFP Pending
	Install proximity card access points to facility Completed
Enhance security and ease of payment for our ridership	Purchase and install electronic fare system, video and GPS for all buses
	completed
Ridership Surveys	Initiate ridership surveys on a regular basis
	evaluate data and utilize for planning process, implement changes as required
Improve customer communications	Investigate and implement off the shelf technology to better notify passengers of schedule interuptions and safety notifications/blasts
	rfp pending

About the TAM Plan

The goals decribed are designed around our real needs. Fleet upgrade is critical to our continued success. Safety and security of our fleet and facility is needed and customer relations must continuously improve. This TAMS Plan spans over the next five years and we will develop specific measurable milestones for each goal and objective.

Roles and Responsibilities

Department/Individual	Role (Title and/or Description)	Subrecipient
Executive Director	Overall responsibility of updating and planning	N/A
Deputy Director	sist in planning and implementation of TAMS P	N/A
Fleet Manager	Manage Fleet and Facilities according to plan	N/A

Capital Asset Inventory

Please see Appendix A (Asset Register) for the asset inventory listing.

Asset Inventory Summary

Asset Category	Total Number	Avg Age	Avg Mileage	Avg Value
RevenueVehicles	**23**	**7.3**	**179,492**	**$417,826.09**
AB - Articulated Bus	0	-	-	-
AO - Automobile	0	-	-	-
BR - Over-the-road Bus	3	2.3	114,902	$650,000.00
BU - Bus	17	7.7	203,214	$444,117.65
CU - Cutaway Bus	0	-	-	-
DB - Double Decked Bus	0	-	-	-
FB - Ferryboat	0	-	-	-
MB - Mini-bus	0	-	-	-
MV - Mini-van	2	9.5	115,305	$35,000.00
RT - Rubber-tire Vintage Trolley	0	-	-	-
SB - School Bus	0	-	-	-
SV - Sport Utility Vehicle	0	-	-	-
TB - Trolleybus	0	-	-	-
VN - Van	1	11.0	98,376	$40,000.00
0	0	-	-	-
Custom 2	0	-	-	-
Custom 3	0	-	-	-
Equipment	**18**	**11.6**	**44,938**	**$60,111.11**
Non Revenue/Service Automobile	0	-	-	-
Steel Wheel Vehicles	0	-	-	-
Trucks and other Rubber Tire Vehicles	2	12.5	44,938	$62,500.00
Vehicle Maintenance Equipment	13	9.3	N/A	$46,250.00
Bus Washing Equipment	2	7.5	N/A	$15,500.00
Vehicle Fueling System	1	25.0	N/A	$200,000.00
Facilities	**1**	**39.0**	**N/A**	**$1,000,000.00**
Administration	0	-	N/A	-
Maintenance	0	-	N/A	-
Parking Structures	0	-	N/A	-
Passenger Facilities	0	-	N/A	-
Admin/Maintenance	1	39.0	N/A	$1,000,000.00
Custom 2	0	-	N/A	-
Custom 3	0	-	N/A	-

Condition Assessment

Please see Appendix B (Asset Condition Data) for individual asset condition listing.

Asset Condition Summary

Asset Category	Total Number	Avg Age	Avg Mileage	Avg TERM Condition	Avg Value	% At or Past ULB
RevenueVehicles	**22**	**8.5**	**188,128**	**N/A**	**$472,727.27**	**45%**
AB - Articulated Bus	0	-	-	N/A	-	-
AO - Automobile	0	-	-	N/A	-	-
BR - Over-the-road Bus	3	9.0	247,307	N/A	$650,000.00	33%
BU - Bus	19	8.5	178,785	N/A	$444,736.84	47%
CU - Cutaway Bus	0	-	-	N/A	-	-
DB - Double Decked Bus	0	-	-	N/A	-	-
FB - Ferryboat	0	-	-	N/A	-	-
MB - Mini-bus	0	-	-	N/A	-	-
MV - Mini-van	0	-	-	N/A	-	-
RT - Rubber-tire Vintage Trolley	0	-	-	N/A	-	-
SB - School Bus	0	-	-	N/A	-	-
SV - Sport Utility Vehicle	0	-	-	N/A	-	-
TB - Trolleybus	0	-	-	N/A	-	0%
VN - Van	0	-	-	N/A	-	-
0	0	-	-	N/A	-	-
Custom 2	0	-	-	N/A	-	-
Custom 3	0	-	-	N/A	-	-
Equipment	**21**	**12.8**	**80,048**	**N/A**	**$52,166.67**	**29%**
Non Revenue/Service Automobile	0	-	-	N/A	-	-
Steel Wheel Vehicles	0	-	-	N/A	-	-
Trucks and other Rubber Tire Vehicles	5	11.0	59,656	N/A	$42,000.00	80%
Vehicle Maintenance Equipment	13	14.5	N/A	N/A	$46,250.00	8%
Bus Washing Equipment	2	7.5	N/A	N/A	$15,500.00	50%
Vehicle Fueling System	1	25.0	N/A	N/A	$200,000.00	0%
Facilities	**1**	**39.0**	**N/A**	**3.0**	**$1,000,000.00**	**N/A**
Administration	0	-	N/A	-	-	N/A
Maintenance	0	-	N/A	-	-	N/A
Parking Structures	0	-	N/A	-	-	N/A
Passenger Facilities	0	-	N/A	-	-	N/A
Admin/Maintenance	1	39.0	N/A	3.0	$1,000,000.00	100%
Custom 2	0	-	N/A	-	-	N/A
Custom 3	0	-	N/A	-	-	N/A

Decision Support

Investment Prioritization

We try to replace the oldest most deteriated vehicles with High maintenance cost and Frequent breakdowns first

Decision Support Tools

The following tools are used in making investment decisions:

Process/Tool	Brief Description
equipment life cycle	utilizing end of life along with maintenance, condition reports

Risk Management

Risk	Mitigation Strategy
break downs of older equipment	Fleet replacement to minimize breakdown frequency

Maintenance Strategy

Asset Category	Asset Class	Maintenance Activity	Frequency	Avg Duration (Hrs)	Cost
RevenueVehicles	BU - Bus	pm-b	mileage	4 hr	$600
Equipment	Vehicle Maintenance Equipment	inspections	annual	1	$80
Facilities	Admin/Maintenance	inspections	on going	various	$80

Unplanned Maintenance Approach

We address individually, secure funding, then make necessary repair

Overhaul Strategy

Asset Category	Asset Class	Overhaul Strategy
RevenueVehicles	BU - Bus	we have found midlife overhauls not to be succesful, we will evaluate on an individual basis

Disposal Strategy

Asset Category	Asset Class	Disposal Strategy
RevenueVehicles	BU - Bus	Buses at the end of their useful lives are retired according to three options: (i) salvage sale; (ii) ready reserve fleet placement; and (iii) disposal.

Acquisition and Renewal Strategy

Asset Category	Asset Class	Acquisition and Renewal Strategy
RevenueVehicles	BU - Bus	we use our 6 year capital replacement plan through our MPO

Investment Prioritization

The list of prioritized investment projects is provided in Appendix C.

Capital Investment Activity Schedules

Document Name	File Extension
capital replacement plan	PDF

Appendices

Appendix A	Asset Register
Appendix B1	Revenue Vehicle (Rolling Stock) Condition Data
Appendix B2	Equipment Condition Data
Appendix B3	Facilities Condition Data
Appendix C	Proposed Investment Project List
Appendix D	Fleet Replacement Module Output

Appendix A: Asset Register

Asset Category	Asset Class	Asset Name	Make	Model	Count	ID/Serial No.	Asset Owner	Acquisition Year	Vehicle Mileage	Replacement Cost/Value
RevenueVehicles	BU - Bus	861/2008 Gillig BRT	Gillig	BRT	1	15GGB271981079721	Agency	2008	554,545	$450,000.00
RevenueVehicles	BR - Over-the-road Bus	3659/2015 MCI	MCI	D4500	1	1M8PDDMBAFP013659	Agency	2022	155,329	$650,000.00
RevenueVehicles	BU - Bus	0554/ 2021 Proterra Electric	Proterra electric	ZX5+	1	7JZTG13JXMS000554	Agency	2021	9,151	$1,100,000.00
RevenueVehicles	BU - Bus	0555/ 2021 Proterra Electric	Proterra Electric	ZX5+	1	7JZTG13J1MS000555	Agency	2021	18,021	$1,100,000.00
RevenueVehicles	BU - Bus	16/Standard Size Heavy Duty Low-Floor (35-40 feet)	Eldorado	XHF	1	1N9HEACL8AC084326	Agency	2010	295,838	$450,000.00
RevenueVehicles	BU - Bus	17/Standard Size Heavy Duty Low-Floor (35-40 feet)	Eldorado	XHF	1	1N9HEACL6ACO84325	Agency	2010	364,498	$450,000.00
RevenueVehicles	BU - Bus	26/Standard Size Heavy Duty Low-Floor (35-40 feet)	Eldorado	XHF	1	1N9HEACLXAC084327	Agency	2010	417,641	$450,000.00
RevenueVehicles	BU - Bus	29/Standard Size Heavy Duty Low-Floor (35-40 feet)	Eldorado	XHF	1	1N9HEACL1AC084328	Agency	2010	558,486	$450,000.00
RevenueVehicles	BU - Bus	34/Medium Size Heavy Duty (30 feet)	BlueBird	L4RE	1	1BAGJBPA76W100344	Agency	2006	306,493	$450,000.00
RevenueVehicles	BU - Bus	24/Standard Size Heavy Duty Low-Floor (35-40 feet)	New Flyer	SR877	1	5FYD2GL043U024931	Agency	2004	466,684	$450,000.00
RevenueVehicles	BU - Bus	28/Standard Size Heavy Duty Low-Floor (35-40 feet)	New Flyer	SR877	1	5FYD2GL0X3U024920	Agency	2004	721,579	$450,000.00
RevenueVehicles	BU - Bus	35/Standard Size Heavy Duty Low-Floor (35-40 feet)	New Flyer	SR877	1	5FYD2GL033U024922	Agency	2004	131,573	$450,000.00
RevenueVehicles	BU - Bus	2159/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZABOFCOLCMD2159	Agency	2021	14,611	$275,000.00
RevenueVehicles	BU - Bus	2161/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZABOFC9LCMD2161	Agency	2021	17,590	$275,000.00
RevenueVehicles	BU - Bus	2162/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZAB0FC9LCMD2162	Agency	2021	19,314	$275,000.00
RevenueVehicles	BU - Bus	2163/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZABOFC0MCMD2163	Agency	2021	25,879	$275,000.00
RevenueVehicles	BU - Bus	2164/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZAB0FC2MCMD2164	Agency	2021	20,352	$275,000.00
RevenueVehicles	BU - Bus	2165/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZAB0FC4MCMD2165	Agency	2021	57,651	$275,000.00
RevenueVehicles	BU - Bus	2166/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZAB0FC6MCMD2166	Agency	2021	40,395	$275,000.00
RevenueVehicles	BU - Bus	2671/Standard size medium duty Trolley	HomeTown/Freightliner	Main Street	1	4UZAB0FC3LCMJ2671	Agency	2021	16,665	$275,000.00
RevenueVehicles	BR - Over-the-road Bus	7752/Over-the-road bus (BR) (45ft)	Prevost	X3-45	1	4RKG33491M9737752	Agency	2020	92,950	$650,000.00
RevenueVehicles	BR - Over-the-road Bus	7753/Over-the-road bus (BR) (45ft)	Prevost	X3-45	1	4RKG33493M9737753	Agency	2020	96,427	$650,000.00
Facilities	Admin/Maintenance	Admin and Maintenance Bldg.	N/A	N/A	1	N/A	Agency	1984	N/A	$1,000,000.00
Equipment	Vehicle Maintenance Equipment	Assorted tools and equipment other than vehicle lifts	Various	N/A	1	N/A	Agency	Various	N/A	$50,000.00
Equipment	Vehicle Fueling System	Underground tank and fuel island equipment	Various	N/A	1	N/A	Agency	1998	N/A	$200,000.00
Equipment	Vehicle Maintenance Equipment	Wireless mobile column lifts, set #1	Mach 4	MCHW418U100	4	HBD11K0017-20	Agency	2011	N/A	$45,000.00

Asset Category	Asset Class	Asset Name	Make	Model	Count	ID/Serial No.	Asset Owner	Acquisition Year	Vehicle Mileage	Replacement Cost/Value
Equipment	Bus Washing Equipment	Bus Pressure Washer	Hotsy	1.109-701.0	1	11097010-00008	Agency	2013	N/A	$10,000.00
Equipment	Trucks and other Rubber Tire Vehicles	30/Van, 13 passenger, 2009	Ford	Van	1	1FTSS34L19DA70377	Agency	2012	98,376	$40,000.00
Equipment	Trucks and other Rubber Tire Vehicles	32/Van, 7 passenger, 2009	Dodge	Van	1	2D8HN44E39R615695	Agency	2012	158,190	$35,000.00
Equipment	Vehicle Maintenance Equipment	Wireless mobile column lifts, set #2	Mach 4	MCHW418U100	4	HBD13I0013-16	Agency	2013	N/A	$45,000.00
Equipment	Trucks and other Rubber Tire Vehicles	23/Van, 7 passenger, 2014	Dodge	Van	1	2C4RDGBG3ER451936	Agency	2015	72,420	$35,000.00
Equipment	Vehicle Maintenance Equipment	Wireless mobile column lifts, set #3	Mach 4	MCHW418U100	4	HBD17J001-4	Agency	2017	N/A	$45,000.00
Equipment	Bus Washing Equipment	Power brush bus washer	Bitmec	101-BB	1	11822-900/3	Agency	2018	N/A	$21,000.00
Equipment	Trucks and other Rubber Tire Vehicles	50/Pickup truck with plow, 2018	Chevrolet	Pickup truck	1	1GC2KUEG0JZ203063	Agency	2018	38,563	$50,000.00
Equipment	Trucks and other Rubber Tire Vehicles	54/Road service truck, 2003	GMC	Savannah	1	1GDJG31U541205411	Agency	2003	51,313	$75,000.00

Appendix B: Asset Condition Data

B1: Revenue Vehicle Assets

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	Vehicle Mileage	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
RevenueVehicles	BR - Over-the-road Bus	18/2002 mci coach	1	1M8PDMRA02P054758	21	627,099	$650,000.00	12	yes
RevenueVehicles	BR - Over-the-road Bus	7752/Over-the-road bus (BR) (45ft)	1	4RKG33491M9737752	3	59,745	$650,000.00	12	No
RevenueVehicles	BR - Over-the-road Bus	7753/Over-the-road bus (BR) (45ft)	1	4RKG33493M9737753	3	55,076	$650,000.00	12	No
RevenueVehicles	BU - Bus	0554/ 2021 Proterra Electric	1	7JZTG13JXMS000554	2	15,000	$1,100,000.00	12	No
RevenueVehicles	BU - Bus	0555/ 2021 Proterra Electric	1	7JZTG13J1MS000555	2	7,000	$1,100,000.00	12	No
RevenueVehicles	BU - Bus	16/Standard Size Heavy Duty Low-Floor (35-40 feet)	1	1N9HEACL8AC084326	13	294,952	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	17/Standard Size Heavy Duty Low-Floor (35-40 feet)	1	1N9HEACL6ACO84325	13	350,770	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	2159/Standard size medium duty Trolley	1	4UZABOFCOLCMD2159	2	13,415	$275,000.00	12	No
RevenueVehicles	BU - Bus	2161/Standard size medium duty Trolley	1	4UZABOFC9LCMD2161	2	9,689	$275,000.00	12	No
RevenueVehicles	BU - Bus	2162/Standard size medium duty Trolley	1	4UZAB0FC9LCMD2162	2	11,572	$275,000.00	12	No
RevenueVehicles	BU - Bus	2163/Standard size medium duty Trolley	1	4UZABOFC0MCMD2163	2	15,339	$275,000.00	12	No
RevenueVehicles	BU - Bus	2164/Standard size medium duty Trolley	1	4UZAB0FC2MCMD2164	2	7,541	$275,000.00	12	No
RevenueVehicles	BU - Bus	2165/Standard size medium duty Trolley	1	4UZAB0FC4MCMD2165	2	19,088	$275,000.00	12	No
RevenueVehicles	BU - Bus	2166/Standard size medium duty Trolley	1	4UZAB0FC6MCMD2166	2	6,395	$275,000.00	12	No
RevenueVehicles	BU - Bus	24/Standard Size Heavy Duty Low-Floor (35-40 feet)	1	5FYD2GL043U024931	19	448,049	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	26/Standard Size Heavy Duty Low-Floor (35-40 feet)	1	1N9HEACLXAC084327	13	403,212	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	2671/Standard size medium duty Trolley	1	4UZAB0FC3LCMJ2671	2	6,767	$275,000.00	12	No

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	Vehicle Mileage	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
RevenueVehicles	BU - Bus	28/Standard Size Heavy Duty Low-Floor (35-40 feet)	1	5FYD2GL0X3U024920	19	692,373	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	29/Standard Size Heavy Duty Low-Floor (35-40 feet)	1	1N9HEACL1AC084328	13	534,005	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	34/Medium Size Heavy Duty (30 feet)	1	1BAGJBPA76W100344	17	306,493	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	35/Standard Size Heavy Duty Low-Floor (35-40 feet)	1	5FYD2GL033U024922	19	109,752	$450,000.00	12	Yes
RevenueVehicles	BU - Bus	861/2008 Gillig BRT	1	15GGB271981079721	15	145,494	$450,000.00	12	Yes

Appendix B: Asset Condition Data

B2: Equipment Assets

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	Vehicle Mileage	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
Equipment	Bus Washing Equipment	Bus Pressure Washer	1	11097010-00008	10	N/A	$10,000.00	8	Yes
Equipment	Bus Washing Equipment	Power brush bus washer	1	11822-900/3	5	N/A	$21,000.00	10	No
Equipment	Trucks and other Rubber Tire Vehicles	23/Van, 7 passenger, 2014	1	2C4RDGBG3ER451936	8	72,420	$35,000.00	7	Yes
Equipment	Trucks and other Rubber Tire Vehicles	30/Van, 13 passenger, 2009	1	1FTSS34L19DA70377	11	94,857	$40,000.00	7	Yes
Equipment	Trucks and other Rubber Tire Vehicles	32/Van, 7 passenger, 2009	1	2D8HN44E39R615695	11	152,557	$35,000.00	7	Yes
Equipment	Trucks and other Rubber Tire Vehicles	50/Pickup truck with plow, 2018	1	1GC2KUEG0JZ203063	5	30,784	$50,000.00	10	No
Equipment	Trucks and other Rubber Tire Vehicles	54/Road service truck, 2003	1	1GDJG31U541205411	20	49,620	$50,000.00	10	Yes
Equipment	Vehicle Fueling System	Underground tank and fuel island equipment	1	N/A	25	N/A	$200,000.00	30	No
Equipment	Vehicle Maintenance Equipment	Assorted tools and equipment other than vehicle lifts	1	N/A	30	N/A	$50,000.00	30	Yes
Equipment	Vehicle Maintenance Equipment	Wireless mobile column lifts, set #1	4	HBD11K0017-20	12	N/A	$45,000.00	15	No
Equipment	Vehicle Maintenance Equipment	Wireless mobile column lifts, set #2	4	HBD13I0013-16	10	N/A	$45,000.00	15	No
Equipment	Vehicle Maintenance Equipment	Wireless mobile column lifts, set #3	4	HBD17J001-4	6	N/A	$45,000.00	15	No

Appendix B: Asset Condition Data

B3: Facilities Assets

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	TERM Scale Condition	Replacement Cost/Value
Facilities	Admin/Maintenance	Admin and Maintenance Bldg.	1	N/A	39	3	$1,000,000.00

Appendix C: Proposed Investment Project List

Project Year	Project Name	Asset/Asset Class	Cost	Priority
2021	trolley replacement	RevenueVehicles	$1,000,000.00	High
2020	Fare Box technology	RevenueVehicles	$120,000.00	High
2021	telemetrics	RevenueVehicles	$120,000.00	High
2021	trolley replacement	RevenueVehicles	$1,000,000.00	High
2022	electric buses	RevenueVehicles	$2,500,000.00	Medium
2024	electric buses	RevenueVehicles	$2,500,000.00	medium

Appendix D: Fleet Replacement Module Output

Total in Current Year $	$3,550,000.00		$1,750,000.00		$0.00		$0.00		$0.00	
Total in Year of Expenditure $	**$3,550,000.00**		**$1,750,000.00**		**$0.00**		**$0.00**		**$0.00**	
	2024		**2025**		**2026**		**2027**		**2028**	
Fleet Type (Year/Make/Model)	**Number**	**Cost in 2023 $**	**Number**	**Cost in 2023 $**	**Number**	**Cost in 2023 $**	**Number**	**Cost in 2023 $**	**Number**	**Cost in 2023 $**
2010 Eldorado XHF	1	$500,000.00								
2006 BlueBird L4RE	1	$500,000.00								
2004 New Flyer SR877	1	$500,000.00								
2008 Gillig BRT	1	$500,000.00								
2002 MCI D4500	1	$500,000.00	1	$650,000.00						
2021 HomeTown/Freightliner Main Street	1	$500,000.00								
2020 Prevost X3-45	1	$500,000.00								
2021 Proterra electric ZX5+	1	$500,000.00	1	$1,100,000.00						

TAM Plan

TAM Plan Name: LATC / AVCOG / citylink TAM Plan
TAM Plan Type: Tier II
Agency Name: Lewiston-Auburn Transit Committee
Account Executive Name: Phil Crowell Jr
Last Modified Date: 09/09/2022

Introduction

Brief Overview

The Lewiston-Auburn Transit Committee (LATC), owner of Lewiston-Auburn's citylink fixed route transit system is a Tier II Provider under Federal Transit Administration (FTA) TAM Rule, 49 CFR 625. LATC is a Tier II provider, operating less than 100 revenue vehicles. As a Tier II provider, LATC's TAM Plan includes four key elements – 1) An inventory of assets; 2) A condition assessment of inventoried assets; 3) Description of a decision support tool; and, 4) A prioritized list of investments.

Methods for Target-Setting

historical utilization, planned utilization, asset reliability and the number of viable spares in the Revenue Vehicle Fleet vs the ultimate goal of not exceeding the useful life benchmark.

Performance Targets & Measures

Agency Name	Asset Category	Asset Class	2022 Target	2023 Target	2024 Target	2025 Target	2026 Target	2027 Target
Lewiston-Auburn Transit Committee	Facilities	Passenger Facilities	0%	0%	0%	0%	0%	0%
Lewiston-Auburn Transit Committee	Revenue Vehicles	BU - Bus	0%	0%	0%	0%	0%	0%
Lewiston-Auburn Transit Committee	Revenue Vehicles	CU - Cutaway	66%	100%	0%	0%	0%	0%

Capital Asset Inventory

Asset Inventory Summary

Asset Category/Class	Total Number	Avg Age	Avg Mileage	Avg Replacement Cost/Value	Total Replacement Cost/Value
Revenue Vehicles	**9**	**4.3**	**131,656**	**$438,922.78**	**$3,950,305.00**
BU - Bus	8	3.9	130,915	$439,375.00	$3,515,000.00
CU - Cutaway Bus	1	8.0	137,588	$435,305.00	$435,305.00
Facilities	**2**	**12.5**	**N/A**	**$750,000.00**	**$1,500,000.00**
Passenger Facilities	2	12.5	N/A	$750,000.00	$1,500,000.00

Condition Assessment

Asset Condition Summary

Asset Category/Class	Total Number	Avg Age	Avg Mileage	Avg Replacement Cost/Value	Total Replacement Cost/Value	% At or Exceeds ULB	% of Track Miles in Slow Zone	Number of Facilities less than 3 on TERM scale
Revenue Vehicles	**9**	**4.3**	**131,656**	**$438,922.78**	**$3,950,305.00**	**11%**	**N/A**	**N/A**
BU - Bus	8	3.9	130,915	$439,375.00	$3,515,000.00	0%	N/A	N/A
CU - Cutaway Bus	1	8.0	137,588	$435,305.00	$435,305.00	100%	N/A	N/A
Facilities	**2**	**12.5**	**N/A**	**$750,000.00**	**$1,500,000.00**	**N/A**	**N/A**	**0**
Passenger Facilities	2	12.5	N/A	$750,000.00	$1,500,000.00	N/A	N/A	0

Decision Support

Decision Support Tools

The following tools are used in making investment decisions:

Process/Tool	Brief Description
Quarterly Fleet Maintenance and Condition Reviews	Quarterly review of maintenance records. Regular discussions with maintenance department regarding fleet status and developing issues to monitor. Take intervening actions to prevent asset premature deterioration as often as possible.

Investment Prioritization

2023 Transit Bus Purchases will be required to replace 3 vehicles that will be at or have exceeded their useful life. This investment will decrease maintenance costs and improve system reliability. With a 15 month lead time for production, these vehicles need to be ordered as soon as possible so they are delivered and in service at the time the 2011 Gilligs hit the end of their useful life. The cutaway has already exceeded its useful life and is in fact, overdue for replacement. Due to 2 casualty losses including a 2019 Gillig, as well as 3 other cutaway disposals in 2022, our fleet size has right sized but now we are operating 1 vehicle beyond its useful life and 2 more will attain the end of their useful life when the proposed replacements would be ready to be placed in revenue service.

Proposed Investments

Project Name	Project Year	Asset Category	Asset Class	Cost	Priority	Updated Date
2023 Transit Bus Purchases	2023	Revenue Vehicles	BU - Bus	$1,318,525.00	High	

Signature

I, **Phil Crowell Jr** , hereby certify on **09/09/2022** that the information provided in this TAM Plan is accurate, correct and complete.

Tier II Transit Asset Management Plan

Version 2.0
January 2023

Greater Portland Transit District

Accountable Executive:
Greg Jordan, Executive Director

Created: May 2019
Revised: January 2023

INTRODUCTION

Version 2.0 of GPTD's Transit Asset Management Plan represents the first update to the plan since it was originally created in 2019. Since 2019, the agency's fleet has changed and it is achieving its key benchmarks for asset management and replacement. The agency is working to manage its equipment, non-revenue vehicles and facilities in such a way as to optimize useful, asset reliability, and functionality as it relates to providing public transportation.

In 2016, the Federal Transit Administration (FTA) published a rule, 49 CFR Part 625, to require public transit providers that receive Federal transit assistance to undertake certain transit asset management activities. Transit asset management is the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation. Asset management is a cornerstone of effective performance management. By leveraging data to improve investment decision-making, asset management improves reliability, safety, cost management, and customer service.

BACKGROUND

Maintaining transit assets, such as rolling stock, infrastructure, equipment, and facilities, in a state of good repair is essential to maintaining safety, ensuring system reliability, and reducing long-term maintenance costs. In its 2010 National State of Good Repair Assessment, FTA found that more than 25% of rail transit assets and 40% of bus assets were in marginal or poor condition. There is an estimated backlog of $50–$80 billion in deferred maintenance and replacement needs—a backlog that continues to grow. Transit agency customers, policymakers, and public agencies hold agency management accountable for performance and increasingly expect more business-like management practices. The magnitude of these capital needs, performance expectations, and increased accountability requires agency managers and accountable executives to become better asset managers.

In 2012, Congress passed the Moving Ahead for Progress in the 21st Century Act (MAP-21) that required the establishment of a National Transit Asset Management (TAM) System that would include a definition of "state of good repair;" requirements that recipients and subrecipients of Federal transit funding develop transit asset management plans; state of good repair performance measure and reporting requirements; and annual reporting requirements.

To ensure compliance with the requirements of MAP-21, FTA published a final rule on TAM planning requirements on July 26, 2016. The final rule included a transit-specific asset management framework for managing assets individually and as a portfolio of assets that comprise an integrated system. Within that framework, FTA has identified three potential roles in transit asset management planning:

Tier I Provider is a recipient that owns, operates, or manages either (1) one hundred and one (101) or more vehicles in revenue service during peak regular service across all fixed route modes or in any one non-fixed route mode, or (2) rail transit. Tier I providers must develop their own, individual TAM plan.

Tier II Provider is a recipient that owns, operates, or manages (1) one hundred (100) or fewer vehicles in revenue service during peak regular service across all non-rail fixed route modes or in any one non-fixed route mode, (2) a subrecipient under the 5311 Rural Area Formula Program, (3) or any American Indian tribe. Tier II providers can develop their own individual TAM plan or can be included in a group plan developed by a sponsor agency.

GPTD operates less than 100 vehicles in maximum service and, as a result, falls into the Tier II category. Secondly, because GPTD is a direct recipient it is creating its own TAM plan.

Asset management processes are ongoing and involve evaluating and managing the relationships between costs, risks, and performance over the asset's lifecycle. The transit asset management framework has three categories of business processes:

- Asset Management Vision and Direction – agency-wide processes that establish the organization-wide asset management policy and strategy and drive resource allocation.

- Lifecycle Management – the processes involved in the lifecycle management of individual asset classes; these include managing the data (inventory), monitoring the assets' condition and performance, and developing lifecycle management plans.

- Cross-Asset Planning and Management – agency-wide processes that consider information from all asset classes to support the capital programming and operations and maintenance budgeting process.

TRANSIT ASSET MANAGEMENT PLAN REQUIREMENTS

GPTD has developed this Tier II Transit Asset Management Plan in accordance with the guidelines established by the FTA. Specifically, §625.25 requires that all TAM plans must include:

- An inventory of the number and type of capital assets. The inventory must include all capital assets that the provider owns, except equipment with an acquisition value under $50,000 that is not a service vehicle. The inventory also must include third-party owned or jointly procured exclusive-use maintenance facilities, passenger station facilities, administrative facilities, rolling stock, and guideway infrastructure used by a provider in the provision of public transportation. The asset inventory must be organized at a level of detail commensurate with the level of detail in the provider's program of capital projects.

- A condition assessment of those inventoried assets for which a provider has direct capital responsibility. A condition assessment must generate information in a level of detail sufficient to monitor and predict the performance of the assets and to inform the investment prioritization.

- A description of analytical processes or decision-support tools used to estimate capital investment needs over time.

- A project-based prioritization of investments.

DEFINITIONS

Accountable Executive - A single, identifiable person who has ultimate responsibility for carrying out the safety management system of a public transportation agency; responsibility for carrying out transit asset management practices; and control or direction over the human and capital resources needed to develop and maintain both the agency's public transportation agency safety plan, in accordance with 49 U.S.C. 5329(d), and the agency's transit asset management plan in accordance with 49 U.S.C. 5326.

Asset category - A grouping of asset classes, including a grouping of equipment, rolling stock, infrastructure, and facilities.

Asset class - A subgroup of capital assets within an asset category. For example, buses, trolleys, and cutaway vans are all asset classes within the rolling stock asset category.

Asset inventory - A register of capital assets and information about those assets.

Capital asset - A unit of rolling stock, a facility, a unit of equipment, or an element of infrastructure used for providing public transportation.

Decision support tool - An analytic process or methodology:
(1) To help prioritize projects to improve and maintain the state of good repair of capital assets within a public transportation system, based on available condition data and objective criteria; or
(2) To assess financial needs for asset investments over time.

Direct recipient - An entity that receives Federal financial assistance directly from the Federal Transit Administration (FTA).

Equipment - An article of nonexpendable, tangible property having a useful life of at least one year.

Exclusive-use maintenance facility - A maintenance facility that is not commercial and either owned by a transit provider or used for servicing their vehicles.

Facility - A building or structure that is used in providing public transportation.

FTA - The Federal Transit Administration.

Full level of performance - The objective standard established by FTA for determining whether a capital asset is in a state of good repair.

Group TAM plan - A single Transit Asset Management (TAM) plan that is developed by a sponsor on behalf of at least one Tier II provider.

Horizon period - The fixed period of time within which a transit provider will evaluate the performance of its TAM plan.

Implementation strategy - A transit provider's approach to carrying out TAM practices, including establishing a schedule, accountabilities, tasks, dependencies, and roles and responsibilities.

Infrastructure - The underlying framework or structures that support a public transportation system.

Investment prioritization - A transit provider's ranking of capital projects or programs to achieve or maintain a state of good repair. An investment prioritization is based on financial resources from all sources that a transit provider reasonably anticipates will be available over the TAM plan horizon period.

Key asset management activities - A list of activities that a transit provider determines are critical to achieving its TAM goals.

Life-cycle cost - The cost of managing an asset over its whole life.

MaineDOT – The Maine Department of Transportation.

Participant – A Tier II provider that participates in a group TAM plan.

Performance Measure - An expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets (*e.g.,* a measure for on-time performance is the percent of trains that arrive on time, and a corresponding quantifiable indicator of performance or condition is an arithmetic difference between scheduled and actual arrival time for each train).

Performance target - A quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by FTA.

Public transportation system - The entirety of a transit provider's operations, including the services provided through contractors.

Public transportation agency safety plan - A transit provider's documented comprehensive agency safety plan that is required by 49 U.S.C. 5329.

Recipient - An entity that receives Federal financial assistance under 49 U.S.C. Chapter 53, either directly from FTA or as a subrecipient.

Rolling stock - A revenue vehicle used in providing public transportation, including vehicles used for carrying passengers on fare-free services.

Service vehicle - A unit of equipment used primarily to support maintenance and repair work for a public transportation system or to deliver materials, equipment, or tools.

Sponsor - A state, a designated recipient, or a direct recipient that develops a group TAM for at

least one Tier II provider.

State of good repair (SGR) - The condition in which a capital asset is able to operate at a full level of performance.

Subrecipient - An entity that receives Federal transit grant funds indirectly through a state or direct recipient.

TERM scale - The five-category rating system used in FTA's Transit Economic Requirements Model (TERM) to describe the condition of an asset: 5.0—Excellent, 4.0—Good; 3.0—Adequate, 2.0—Marginal, and 1.0—Poor.

Tier I provider - A recipient that owns, operates, or manages either (1) one hundred and one or more vehicles in revenue service during peak regular service across all fixed route modes or in any one non-fixed route mode, or (2) rail transit.
Tier II provider - A recipient that owns, operates, or manages (1) one hundred or fewer vehicles in revenue service during peak regular service across all non-rail fixed route modes or in any one non-fixed route mode, (2) a subrecipient under the 5311 Rural Area Formula Program, (3) or any American Indian tribe.

Transit asset management (TAM) - The strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation.

Transit asset management (TAM) plan - A plan that includes an inventory of capital assets, a condition assessment of inventoried assets, a decision support tool, and a prioritization of investments.

Transit asset management (TAM) policy - A transit provider's documented commitment to achieving and maintaining a state of good repair for all its capital assets. The TAM policy defines the transit provider's TAM objectives and defines and assigns roles and responsibilities for meeting those objectives.

Transit asset management (TAM) strategy - The approach a transit provider takes to carry out its policy for TAM, including its objectives and performance targets.
Transit asset management system - A strategic and systematic process of operating, maintaining, and improving public transportation capital assets effectively, throughout the life cycles of those assets.

Transit provider (provider) - A recipient or subrecipient of Federal financial assistance under 49 U.S.C. Chapter 53 that owns, operates, or manages capital assets used in providing public transportation.

Useful life - Either the expected life cycle of a capital asset or the acceptable period of use in service determined by FTA.

Useful life benchmark (ULB) - The expected life cycle or the acceptable period of use in service for a capital asset, as determined by a transit provider, or the default benchmark provided by FTA.

TAM POLICY

GPTD's TAM policy is as follows:

1. Commitment to Maintaining Assets in a State of Good Repair - GPTD is committed to maintaining assets in a State of Good Repair through sound financial management and reinvestment, transparency, and coordination with the MPO and regional transportation partners; promoting a culture that supports lifecycle based asset management across the organization; and by focusing on high quality data-driven asset condition and performance information to provide with safe, reliable, sustainable service for the communities served by GPTD.

2. Lifecycle Management – A data-driven set of activities will be used to evaluate the cost, condition, and performance of each class of assets over their entire lifecycle.

3. Optimizing Use of GPTD Funds across Asset Lifecycle - The Capital Improvement Plan (CIP) will be aligned with TAM investment priorities in order to optimize both capital and operating costs and to achieve the following: Public and employee safety; optimized useful life and maintain existing assets; replace assets in accordance to TAM targets; leverage available funds and optimize GPTD costs; improve system-wide reliability; environmental sustainability goals.

ASSET INVENTORY

Transit assets included within this plan may be considered in three overall classifications:

1. Rolling Stock – this category includes GPTD's 40 heavy duty buses (BU) and 4 medium duty cutaway buses (CU) used in revenue service.
2. Equipment – this category includes major equipment with an acquisition value over $50,000 and non-revenue vehicles.
3. Facilities – this category includes GPTD's operations and maintenance facility and a passenger waiting facility.

GPTD has established the following performance measures:

Asset Category	Performance Measure	Definition	GPTD Performance Target
Rolling Stock Heavy duty buses (BU)	Age	% of revenue vehicles within a particular asset class that have met or exceed their Useful Life Benchmark (ULB) of 14 years.	No more than 10% of revenue vehicles in all asset classes that meet or exceed ULB.
Rolling Stock Medium duty cutaway buses (CU)	Mileage/Age	% of revenue vehicles within a particular asset class that have met or exceed their Useful Life Benchmark (ULB) of 200,000 miles or 7 years whichever comes first.	No more than 10% of CU revenue vehicles meet or exceed ULB.
Rolling Stock Heavy duty buses (BU) & Medium duty cutaway buses (CU)	Fleet Average Age	Average age of total combined fleets in years.	Maintain average fleet age between 6-7 years.
Equipment Maintenance equipment or non-revenue vehicles	Age	% of equipment and vehicles that have met or exceed their ULB.	No more than 20% of non-revenue vehicles in all asset classes that meet or exceed ULB. No more than 20% of equipment in all asset classes that meet or exceed ULB.
Facilities All buildings or structures, not including bus shelters	Condition	% of facilities with a condition rating below 3.0 on FTA's Transit Economic Requirements Model (TERM Scale.	Maintain all facilities at condition rating of 3.0.

Rolling Stock

GPTD's approach to replacement of BU buses is to establish the ULB at 14 years. GPTD works to secure the appropriate federal, state and local funding to replace buses within that timeframe. Although Cutaway buses (CU) have are rated as 7-year buses, GPTD utilizes the vehicle miles benchmark of 200,000 because these vehicles are used on long distance express routes. The condition assessment reflects results of the most recent inventory of physical assets which was completed in connection with the agency's year-end financial audit, as well as ongoing maintenance cost per bus.

Refer to Attachment A for the Rolling Stock Inventory.

Attachment B provides GPTD's bus replacement plan through 2027 and is the primary decision support tool for determining asset replacement timing and funding decisions. A key benchmark at the core of this plan is to maintain the overall average fleet age between 6-7 years. Achieving this benchmark year over year helps ensure stable and sustainable maintenance costs. This TAM plan serves as a primary input to GPTD's annual Five-Year Capital Improvement Program (CIP) budgeting process, as well as the MPO's annual update to the region's Five Year Operating and Capital Program

(FYCOP). The TAM plan, along with the CIP and FYCOP, are principal methods by which GPTD prioritizes investments.

GPTD aims to implement a lifecycle maintenance approach in which major components are replaced proactively and on a pre-determined schedule based on either ULB benchmarks or predictive analysis. For rolling stock assets with a 14-year ULB, GPTD programs and seeks funding for mid-life vehicle refurbishments which include replacement of major components (e.g., engines, transmissions) between 6-7 years.

Equipment

Table 1 outlines GPTD's equipment with values over $50,000. The ULB for each piece of equipment was generated based on consultations with OEMs. This TAM plan will serve as a primary input to GPTD's annual Capital Improvement Program budgeting process.

GPTD's equipment maintenance approach has been reactive in that the agency fixes equipment and replaces components upon failure. The agency is working to move toward a lifecycle maintenance approach in which major components are replaced proactively and on a pre-determined schedule based on either ULB benchmarks or predictive analysis.

Table 1: Equipment Inventory

ASSET CATEGORY	DESCRIPTION	QTY	TITLEHOLDER	DATE ACQ	ULB (Yrs)	AGE	Met/Exceed ULB	CONDITION	ACQ COST	CURR BOOK VAL
Equipment	Pro Vision Bus Surveilance Equip.	1	GPTD	1/26/2011	7	9	Yes	Fair	$ 75,533	$ 899
Equipment	Backup Generator	1	GPTD	1/1/2009	7	11	Yes	Good	$ 114,086	$ -
Equipment	Bus Wash	1	GPTD	4/26/2007	10	12	Yes	Fair	$ 118,587	$ -
Equipment	Diesel Fueling System	1	GPTD	1/1/1998	27	20	No	Fair	$ 132,911	$ 14,465
Equipment	GFI 24 CAP-UPC3 and Top Plates	1	GPTD	11/11/2011	7	9	Yes	Fair	$ 135,900	$ -
Equipment	Bus Lifts	1	GPTD	11/1/2013	20	7	No	Good	$ 806,277	$ 463,801
Equipment	HVAC for CNG Fuel Ventilation	1	GPTD	5/1/2006	10	13	Yes	Good	$ 920,409	$ -
Equipment	CNG Fueling Station	1	GPTD	5/1/2006	10	13	Yes	Fair	$ 1,306,745	$ 10,007
					% Met or Exceeded ULB		75%			

Table 2 outlines GPTD's equipment replacement plan through 2027 and is the primary decision support tool for determining asset replacement timing and funding decisions. This TAM plan will serve as a primary input to GPTD's annual Capital Improvement Program budgeting process which is the principle method by which GPTD prioritizes investments. Based on condition assessments and replace/rehab schedules, GPTD expects to achieve its performance target of ensuring no more than 20% of equipment in all asset classes meets or exceeds ULB.

Table 2: Equipment Replacement/Rehabilitation Plan

ASSET CATEGORY	DESCRIPTION	QTY	DATE ACQ	ULB (Yrs)	AGE	Rehab/Replace	2023	2024	2025	2026	2027
Equipment	Pro Vision Bus Surveilance Equip.	1	1/26/2011	7	9	Replace	$ -	$ 50,000	$ -	$ -	$ -
Equipment	Backup Generator	1	1/1/2009	7	11	Replace	$ 125,000	$ -	$ -	$ -	$ -
Equipment	Bus Wash	1	4/26/2007	10	12	Rehab	$ 120,000	$ -	$ -	$ -	$ -
Equipment	Diesel Fueling System	1	1/1/1998	27	20	N/A	$ -	$ -	$ -	$ -	$ -
Equipment	GFI 24 CAP-UPC3 and Top Plates	1	11/11/2011	7	9	N/A	$ -	$ -	$ -	$ -	$ -
Equipment	Bus Lifts	1	11/1/2013	20	7	N/A	$ -	$ -	$ -	$ -	$ -
Equipment	HVAC for CNG Fuel Ventilation	1	5/1/2006	10	13	Rehab	$ -	$ 100,000	$ -	$ -	$ -
Equipment	CNG Fueling Station	1	5/1/2006	10	13	Rehab	$ -	$ 200,000	$ -	$ -	$ -

Equipment - Support Vehicles

Table 3 outlines GPTD's Non-Revenue Vehicle inventory. The ULB for each vehicle was generated based on consultations with OEMs. This TAM plan will serve as a primary input to GPTD's annual Capital Improvement Program budgeting process.

GPTD's equipment maintenance approach has been reactive in that the agency fixes equipment and replaces components upon failure. The agency is working to move toward a lifecycle maintenance approach in which major components are replaced proactively and on a pre-determined schedule based on either ULB benchmarks or predictive analysis.

Table 3: Equipment – Support Vehicles Inventory

ASSET CATEGORY	DESCRIPTION	LIC-REG #	QTY	TITLEHOLDER	DATE ACQ	ULB (Yrs)	AGE	M/E ULB	CONDITION	ACQ COST	CURR BOOK VAL
Equipment-Support Vehicles	2013 GMC Yukon 4WD (S3)	423-659	1	GPTD	07/02/12	7	11	Yes	Good	$ 34,243	$ -
Equipment-Support Vehicles	2013 GMC Sierra 3500 Pickup w/plow (S2)	423-369	1	GPTD	08/09/12	7	10	Yes	Fair	$ 43,660	$ -
Equipment-Support Vehicles	2022 Chevrolet Silverado 3500	429-938	1	GPTD	02/14/22	7	1	No	Excellent	$ 60,408	$ 60,408
Equipment-Support Vehicles	2019 Honda Clarity Plug-In	427-501	1	GPTD	03/25/19	8	4	No	Excellent	$ 35,576	$ 22,976
Equipment-Support Vehicles	2020 Ford F-350	428-324	1	GPTD	05/12/20	7	3	No	Excellent	$ 83,811	$ 63,856
					% Met or Exceeded ULB		-40%				

Table 4 outlines GPTD's equipment replacement plan through 2027 and is the primary decision support tool for determining asset replacement timing and funding decisions. This TAM plan will serve as a primary input to GPTD's annual Capital Improvement Program budgeting process which is the principle method by which GPTD prioritizes investments.

Table 4: Equipment – Non-Revenue Vehicles Replacement Plan

ASSET CATEGORY	DESCRIPTION	QTY	DATE ACQ	ULB (Yrs)	AGE	Rehab/Replace	2023	2024	2025	2026	2027
Equipment-Support Vehicles	2013 GMC Yukon 4WD (S3)	1	07/02/12	7	11	Replace	$ 50,000	$ -	$ -	$ -	$ -
Equipment-Support Vehicles	2013 GMC Sierra 3500 Pickup w/plow (S2)	1	08/09/12	7	10	Replace	$ -	$ 65,000	$ -	$ -	$ -
Equipment-Support Vehicles	2022 Chevrolet Silverado 3500	1	02/14/22	7	1	N/A	$ -	$ -	$ -	$ -	$ -
Equipment-Support Vehicles	2019 Honda Clarity Plug-In	1	03/25/19	8	4	N/A	$ -	$ -	$ -	$ -	$ -
Equipment-Support Vehicles	2020 Ford F-350	1	05/12/20	7	3	N/A	$ -	$ -	$ -	$ -	$ -

Facilities

Table 5: Facilities Inventory and Replacement Plan

ASSET CATEGORY	DESCRIPTION	QTY	ACQ YR	ULB (Yrs)	AGE	CONDITION	REHAB/REP.	2023	2024	2025	2026	2027
Facilities	GPTD Ops-Maint. Facility	1	1983	40	40	2.7	Replace	$ -	$ -	$ -	$ -	$ 25,000,000
Facilities	Passenger Facility	1	2007	12	15	2.5	In Review	$ -	$ -	$ -	$ -	$ -

Table 5 outlines GPTD's facilities inventory and financial plan through 2027 and is the primary decision support tool for determining asset replacement timing and funding decisions. Condition assessment was developed using FTA's Transit Economic Requirements Model (TERM) Scale. At present, both GPTD facilities fall below the target of 3.0.

GPTD is planning for the replacement of the Operations-Maintenance facility at 114 Valley Street in Portland. The continued need for the passenger facility on Elm Street in Portland is under review in relation the regional need for new passenger transit elsewhere on the Portland peninsula. This TAM plan will serve as a primary input to GPTD's annual Capital Improvement Program budgeting process which is the principle method by which GPTD prioritizes investments.

ATTACHMENT A

Greater Portland Transit District – Rolling Stock Inventory

Updated: 12/31/2022

Veh #	Vehicle Year	Make/Model	Date in Service	TAM Plan Update Date	Fed Useful Life (yr)	Actual Service	Remaining Years	Remaining % based on yrs	Actual Mileage	Minimum Useful Life Mileage	Remaining % based on miles	Condition Assessment	Acquistion Cost	Total Federal Share	Remaining Fed. Share based on yrs	Remaining Fed Share based on miles
1101	2011	Gillig Phantom	3/2/2011	12/31/2022	14.0	11.8	2.2	15%	462,076	500,000	8%	Fair	$ 370,287	$ 296,230	$ 45,681	$ 22,468
1102	2011	Gillig Phantom	3/2/2011	12/31/2022	14.0	11.8	2.2	15%	467,031	500,000	7%	Fair	$ 370,287	$ 296,230	$ 45,681	$ 19,533
1103	2011	Gillig Phantom	3/2/2011	12/31/2022	14.0	11.8	2.2	15%	405,723	500,000	19%	Fair	$ 370,287	$ 296,230	$ 45,681	$ 55,855
1104	2011	Gillig Phantom	3/2/2011	12/31/2022	14.0	11.8	2.2	15%	482,661	500,000	3%	Fair	$ 370,287	$ 296,230	$ 45,681	$ 10,273
1105	2011	Gillig Phantom	3/2/2011	12/31/2022	14.0	11.8	2.2	15%	462,873	500,000	7%	Fair	$ 370,287	$ 296,230	$ 45,681	$ 21,996
1106	2011	Gillig Phantom	3/2/2011	12/31/2022	14.0	11.8	2.2	15%	436,274	500,000	13%	Fair	$ 370,287	$ 296,230	$ 45,681	$ 37,755
1107	2011	Gillig Phantom	3/2/2011	12/31/2022	14.0	11.8	2.2	15%	455,583	500,000	9%	Fair	$ 370,287	$ 296,230	$ 45,681	$ 26,315
1401	2014	Gillig Phantom	1/14/2014	12/31/2022	14.0	9.0	5.0	36%	318,189	500,000	36%	Good	$ 453,847	$ 363,078	$ 130,523	$ 132,023
1402	2014	Gillig Phantom	1/14/2014	12/31/2022	14.0	9.0	5.0	36%	336,329	500,000	33%	Good	$ 453,847	$ 363,078	$ 130,523	$ 118,851
1403	2014	Gillig Phantom	1/14/2014	12/31/2022	14.0	9.0	5.0	36%	342,931	500,000	31%	Good	$ 453,847	$ 363,078	$ 130,523	$ 114,057
1404	2014	Gillig Phantom	1/14/2014	12/31/2022	14.0	9.0	5.0	36%	322,185	500,000	36%	Good	$ 453,847	$ 363,078	$ 130,523	$ 129,121
1405	2014	Gillig Phantom	1/14/2014	12/31/2022	14.0	9.0	5.0	36%	326,886	500,000	35%	Good	$ 453,847	$ 363,078	$ 130,523	$ 125,708
1606	2015	Arboc: Spirit of Mobility	6/16/2016	12/31/2022	7.0	6.5	0.5	6%	264,115	200,000	-32%	Poor	$ 159,589	$ 127,671	$ 8,295	$ -
1607	2015	Arboc: Spirit of Mobility	6/16/2016	12/31/2022	7.0	6.5	0.5	6%	265,778	200,000	-33%	Poor	$ 159,589	$ 127,671	$ 8,295	$ -
1709	2016	Arboc: Spirit of Mobility	11/7/2017	12/31/2022	7.0	5.2	1.8	26%	239,918	200,000	-20%	Poor	$ 160,117	$ 128,094	$ 33,841	$ -
1810	2018	New Flyer Exelsior	7/1/2018	12/31/2022	14.0	4.5	9.5	68%	165,914	500,000	67%	Good	$ 507,087	$ 405,670	$ 275,157	$ 271,057
1811	2018	New Flyer Exelsior	7/1/2018	12/31/2022	14.0	4.5	9.5	68%	179,933	500,000	64%	Good	$ 507,087	$ 405,670	$ 275,157	$ 259,683
1812	2018	New Flyer Exelsior	7/1/2018	12/31/2022	14.0	4.5	9.5	68%	170,433	500,000	66%	Good	$ 507,087	$ 405,670	$ 275,157	$ 267,391
1813	2018	New Flyer Exelsior	7/1/2018	12/31/2022	14.0	4.5	9.5	68%	176,008	500,000	65%	Good	$ 507,087	$ 405,670	$ 275,157	$ 262,868
1814	2018	New Flyer Exelsior	7/1/2018	12/31/2022	14.0	4.5	9.5	68%	167,244	500,000	67%	Good	$ 507,087	$ 405,670	$ 275,157	$ 269,978
1815	2018	New Flyer Exelsior	8/1/2018	12/31/2022	14.0	4.4	9.6	68%	203,836	500,000	59%	Good	$ 479,343	$ 383,474	$ 262,428	$ 227,142
1816	2018	New Flyer Exelsior	8/1/2018	12/31/2022	14.0	4.4	9.6	68%	201,125	500,000	60%	Good	$ 479,343	$ 383,474	$ 262,428	$ 229,222
1817	2018	New Flyer Exelsior	8/1/2018	12/31/2022	14.0	4.4	9.6	68%	204,306	500,000	59%	Good	$ 479,343	$ 383,474	$ 262,428	$ 226,782
1818	2018	New Flyer Exelsior	8/1/2018	12/31/2022	14.0	4.4	9.6	68%	202,048	500,000	60%	Good	$ 479,343	$ 383,474	$ 262,428	$ 228,514
1819	2018	New Flyer Exelsior	8/1/2018	12/31/2022	14.0	4.4	9.6	68%	209,791	500,000	58%	Good	$ 479,343	$ 383,474	$ 262,428	$ 222,575
1820	2018	New Flyer Exelsior	8/1/2018	12/31/2022	14.0	4.4	9.6	68%	201,105	500,000	60%	Good	$ 479,343	$ 383,474	$ 262,428	$ 229,237
1921	2019	New Flyer Exelsior	9/4/2019	12/31/2022	14.0	3.3	10.7	76%	140,952	500,000	72%	Good	$ 490,107	$ 416,591	$ 317,620	$ 299,152
1922	2019	New Flyer Exelsior	9/4/2019	12/31/2022	14.0	3.3	10.7	76%	157,418	500,000	69%	Good	$ 490,107	$ 416,591	$ 317,620	$ 285,433
1923	2019	New Flyer Exelsior	9/6/2019	12/31/2022	14.0	3.3	10.7	76%	158,417	500,000	68%	Good	$ 489,771	$ 416,305	$ 317,565	$ 284,405
1924	2019	New Flyer Exelsior	9/11/2019	12/31/2022	14.0	3.3	10.7	76%	150,100	500,000	70%	Good	$ 489,771	$ 416,305	$ 317,972	$ 291,330
1925	2019	New Flyer Exelsior	9/25/2019	12/31/2022	14.0	3.3	10.7	77%	150,448	500,000	70%	Good	$ 489,771	$ 416,305	$ 319,113	$ 291,040
1926	2019	New Flyer Exelsior	9/13/2019	12/31/2022	14.0	3.3	10.7	76%	154,981	500,000	69%	Good	$ 489,771	$ 416,305	$ 318,135	$ 287,266
2027	2020	New Flyer Exelsior	8/28/2020	12/31/2022	14.0	2.3	11.7	83%	110,758	500,000	78%	Good	$ 516,659	$ 439,160	$ 365,680	$ 341,879
2028	2020	New Flyer Exelsior	8/28/2020	12/31/2022	14.0	2.3	11.7	83%	111,856	500,000	78%	Good	$ 516,659	$ 439,160	$ 365,680	$ 340,915
2029	2020	New Flyer Exelsior	9/11/2020	12/31/2022	14.0	2.3	11.7	84%	112,548	500,000	77%	Good	$ 516,659	$ 439,160	$ 366,883	$ 340,307
2030	2020	New Flyer Exelsior	9/18/2020	12/31/2022	14.0	2.3	11.7	84%	97,997	500,000	80%	Good	$ 516,659	$ 439,160	$ 367,485	$ 353,087
2031	2020	New Flyer Exelsior	9/15/2020	12/31/2022	14.0	2.3	11.7	84%	111,463	500,000	78%	Good	$ 516,659	$ 439,160	$ 367,227	$ 341,260
2032	2020	New Flyer Exelsior	9/18/2020	12/31/2022	14.0	2.3	11.7	84%	111,642	500,000	78%	Good	$ 516,659	$ 439,160	$ 367,485	$ 341,103
2033	2020	New Flyer Exelsior	9/29/2020	12/31/2022	14.0	2.3	11.7	84%	112,442	500,000	78%	Good	$ 516,659	$ 438,204	$ 367,628	$ 339,659
2134	2021	New Flyer Exelsior	3/20/2021	12/31/2022	14.0	1.8	12.2	87%	73,301	500,000	85%	Good	$ 519,208	$ 410,174	$ 357,919	$ 350,042
2135	2021	New Flyer Exelsior	3/20/2021	12/31/2022	14.0	1.8	12.2	87%	80,398	500,000	84%	Good	$ 519,208	$ 410,174	$ 357,919	$ 344,220
2236	2022	Proterra	5/19/2022	12/31/2022	14.0	0.6	13.4	96%	12,824	500,001	97%	Good	$ 939,457	$147,345	$ 140,828	$ 143,566
2237	2022	Proterra	6/30/2022	12/31/2022	14.0	0.5	13.5	96%	13,592	500,002	97%	Good	$ 939,457	$147,345	$ 142,039	$ 143,340

ATTACHMENT B

Greater Portland Transit District
Rolling Stock Inventory | Performance Measures
Updated: 12/31/2022

Veh #	Vehicle Year	Make/Model	Fuel	Date in Service	Fed Useful Life (yr)	2019 12/31/2019	2020 12/31/2020	2021 12/31/2021	2022 12/31/2022	2023 12/31/2023	2024 12/31/2024	2025 12/31/2025	2026 12/31/2026	2027 12/31/2027
405*	2004	Gillig Phantom	Diesel	6/1/2004	14	15.6	16.6							
407*	2004	Gillig Phantom	Diesel	6/1/2004	14	15.6	16.6							
412*	2004	Gillig Phantom	Diesel	6/1/2004	14	15.6	16.6	17.6						
416*	2004	Gillig Phantom	Diesel	6/1/2004	14	15.6	16.6	17.6						
530	2005	Orion Bus Industries Ltd.	CNG	7/6/2005	14	14.5								
531	2005	Orion Bus Industries Ltd.	CNG	7/6/2005	14	14.5								
532	2005	Orion Bus Industries Ltd.	CNG	7/6/2005	14	14.5								
536	2005	Orion Bus Industries Ltd.	CNG	7/6/2005	14	14.5								
537	2005	Orion Bus Industries Ltd.	CNG	7/6/2005	14	14.5								
539	2005	Orion Bus Industries Ltd.	CNG	7/6/2005	14	14.5								
541	2005	Orion Bus Industries Ltd.	CNG	7/6/2005	14	14.5								
1101	2011	Gillig Phantom	Diesel	3/1/2011	13	8.8	9.8	10.8	11.8	12.8	13.8			
1102	2011	Gillig Phantom	Diesel	3/2/2011	14	8.8	9.8	10.8	11.8	12.8	13.8			
1103	2011	Gillig Phantom	Diesel	3/2/2011	14	8.8	9.8	10.8	11.8	12.8	13.8			
1104	2011	Gillig Phantom	Diesel	3/2/2011	14	8.8	9.8	10.8	11.8	12.8	13.8	14.8		
1105	2011	Gillig Phantom	Diesel	3/2/2011	14	8.8	9.8	10.8	11.8	12.8	13.8	14.8		
1106	2011	Gillig Phantom	Diesel	3/2/2011	14	8.8	9.8	10.8	11.8	12.8	13.8	14.8		
1107	2011	Gillig Phantom	Diesel	3/2/2011	14	8.8	9.8	10.8	11.8	12.8	13.8	14.8		
1401	2014	Gillig Phantom	CNG	1/14/2014	14	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0	
1402	2014	Gillig Phantom	CNG	1/14/2014	14	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0	
1403	2014	Gillig Phantom	CNG	1/14/2014	14	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0	
1404	2014	Gillig Phantom	CNG	1/14/2014	14	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0	
1405	2014	Gillig Phantom	CNG	1/14/2014	14	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0	
1606	2015	Arboc: Spirit of Mobility	Diesel	6/16/2016	7.0	3.5	4.5	5.5	6.5					
1607	2015	Arboc: Spirit of Mobility	Diesel	6/16/2016	7.0	3.5	4.5	5.5	6.5					
1608	2015	Arboc: Spirit of Mobility	Diesel	6/16/2016	7.0	3.5	4.5	5.5	6.5					
1709	2016	Arboc: Spirit of Mobility	Diesel	8/1/2017	7.0	2.4	3.4	4.4	5.4					
1810	2018	New Flyer Exelsior	CNG	7/1/2018	14	1.5	2.5	3.5	4.5	5.5	6.5	7.5	8.5	9.5
1811	2018	New Flyer Exelsior	CNG	7/1/2018	14	1.5	2.5	3.5	4.5	5.5	6.5	7.5	8.5	9.5
1812	2018	New Flyer Exelsior	CNG	7/1/2018	14	1.5	2.5	3.5	4.5	5.5	6.5	7.5	8.5	9.5
1813	2018	New Flyer Exelsior	CNG	7/1/2018	14	1.5	2.5	3.5	4.5	5.5	6.5	7.5	8.5	9.5
1814	2018	New Flyer Exelsior	CNG	7/1/2018	14	1.5	2.5	3.5	4.5	5.5	6.5	7.5	8.5	9.5
1815	2018	New Flyer Exelsior	Diesel	8/1/2018	14	1.4	2.4	3.4	4.4	5.4	6.4	7.4	8.4	9.4
1816	2018	New Flyer Exelsior	Diesel	8/1/2018	14	1.4	2.4	3.4	4.4	5.4	6.4	7.4	8.4	9.4
1817	2018	New Flyer Exelsior	Diesel	8/1/2018	14	1.4	2.4	3.4	4.4	5.4	6.4	7.4	8.4	9.4
1818	2018	New Flyer Exelsior	Diesel	8/1/2018	14	1.4	2.4	3.4	4.4	5.4	6.4	7.4	8.4	9.4
1819	2018	New Flyer Exelsior	Diesel	8/1/2018	14	1.4	2.4	3.4	4.4	5.4	6.4	7.4	8.4	9.4
1820	2018	New Flyer Exelsior	Diesel	8/1/2018	14	1.4	2.4	3.4	4.4	5.4	6.4	7.4	8.4	9.4
1921	2019	New Flyer Exelsior	Diesel	9/4/2019	14	0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3	8.3
1922	2019	New Flyer Exelsior	Diesel	9/4/2019	14	0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3	8.3
1923	2019	New Flyer Exelsior	Diesel	9/6/2019	14	0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3	8.3
1924	2019	New Flyer Exelsior	Diesel	9/11/2019	14	0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3	8.3
1925	2019	New Flyer Exelsior	Diesel	9/25/2019	14	0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3	8.3
1926	2019	New Flyer Exelsior	Diesel	9/13/2019	14	0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3	8.3
2027	2020	New Flyer Exelsior	Diesel	8/28/2020	14		0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3
2028	2020	New Flyer Exelsior	Diesel	8/28/2020	14		0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3
2029	2020	New Flyer Exelsior	Diesel	9/11/2020	14		0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3
2030	2020	New Flyer Exelsior	Diesel	9/18/2020	14		0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3
2031	2020	New Flyer Exelsior	Diesel	9/15/2020	14		0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3
2032	2020	New Flyer Exelsior	Diesel	9/18/2020	14		0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3
2033	2020	New Flyer Exelsior	Diesel	9/29/2020	14		0.3	1.3	2.3	3.3	4.3	5.3	6.3	7.3
2134	2021	New Flyer Exelsior	Diesel	3/20/2021	14			0.8	1.8	2.8	3.8	4.8	5.8	6.8
2135	2021	New Flyer Exelsior	Diesel	3/20/2021	14			0.8	1.8	2.8	3.8	4.8	5.8	6.8
2236	2022	Proterra Battery Electric	Electric	5/19/2022	14				0.6	1.6	2.6	3.6	4.6	5.6
2237	2022	Proterra Battery Electric	Electric	6/30/2022	14				0.5	1.5	2.5	3.5	4.5	5.5
TBD	2023	Arboc Replacements (TBD)	Diesel	4/1/2023	14					0.8	1.8	2.8	3.8	4.8
TBD	2023	Arboc Replacements (TBD)	Diesel	4/1/2023	14					0.8	1.8	2.8	3.8	4.8
TBD	2023	Arboc Replacements (TBD)	Diesel	4/1/2023	14					0.8	1.8	2.8	3.8	4.8
TBD	2024	Arboc Replacements (TBD)	Diesel	4/1/2023	14					0.8	1.8	2.8	3.8	4.8
TBD	2025	Gillig (2011) Replacements	Diesel	6/1/2025	14							0.6	1.6	2.6
TBD	2025	Gillig (2011) Replacements	Diesel	6/1/2025	14							0.6	1.6	2.6
TBD	2025	Gillig (2011) Replacements	Diesel	6/1/2025	14							0.6	1.6	2.6
TBD	2025	Gillig (2011) Replacements	Diesel	6/1/2026	14								0.6	1.6
TBD	2026	Gillig (2011) Replacements	Diesel	6/1/2026	14								0.6	1.6
TBD	2026	Gillig (2011) Replacements	Diesel	6/1/2026	14								0.6	1.6
TBD	2026	Gillig (2011) Replacements	Diesel	6/1/2026	14								0.6	1.6
TBD	2027	Gillig (2014) Replacements	Electric	6/1/2027	14									0.6
TBD	2027	Gillig (2014) Replacements	Electric	6/1/2027	14									0.6
TBD	2027	Gillig (2014) Replacements	Electric	6/1/2027	14									0.6
TBD	2027	Gillig (2014) Replacements	Electric	6/1/2027	14									0.6
TBD	2027	Gillig (2014) Replacements	Electric	6/1/2027	14									0.6
Total Vehicles						**44**	**44**	**44**	**44**	**44**	**44**	**44**	**44**	**44**
Average Age						*6.5*	*5.1*	*5.3*	*5.5*	*5.9*	*6.9*	*6.9*	*6.6*	*6.0*
MB % Meeting or Exceeding ULB (Years)						*25%*	*9%*	*5%*	*0%*	*0%*	*0%*	*9%*	*0%*	*0%*
CU % Meeting or Exceeding ULB (Years)						*0%*	*0%*	*0%*	*0%*	*n/a*	*n/a*	*n/a*	*n/a*	*n/a*
		Est. Unit Cost to Replace	CNG							$ 575,000	$ 592,250	$ 610,018	$ 628,318	$ 647,168
		Est. Unit Cost to Replace	Diesel							$ 555,000	$ 571,650	$ 588,800	$ 606,463	$ 624,657
		Est. Unit Cost to Replace	Electric							$ 900,000	$ 909,000	$ 918,090	$ 927,271	$ 936,544
		Anticipated Replacements	CNG							0.0	0.0	0.0	0.0	0.0
		Anticipated Replacements	Diesel							4.0	0.0	3.0	4.0	0.0
		Anticipated Replacements	Electric							0.0	0.0	0.0	0.0	5.0
		Estimated Capital Cost	CNG							$ -	$ -	$ -	$ -	$ -
		Estimated Capital Cost	Diesel							$ 2,220,000	$ -	$ 1,766,399	$ 2,425,854	$ -
		Estimated Capital Cost	Electric							$ -	$ -	$ -	$ -	$ 4,682,718
		Total Investment								**$ 2,220,000**	**$ -**	**$ 1,766,399**	**$ 2,425,854**	**$ 4,682,718**

* The 2004 400 series Gillig Phantoms were acquired from the Merrimack Valley Transit System in 2015 the exact in service dates are not known.

Regional Transportation Program, Inc.

Comprehensive Maintenance Program

Updated 12/2019

FLEET MAINTENANCE PLAN

Statement of Purpose

The key operating goals of the Regional Transportation Program (RTP) asset management plan are to provide a guide for safe, reliable, and high quality service to our customers while maximizing the use of our existing resources. As a product of those goals, RTP recognizes the importance of fully and consistently maintaining all vehicles in it's fleet and will meet or exceed vehicle manufacturer's recommendations to ensure safety, efficiency and longevity of vehicles.

The Fleet Maintenance Plan is based on a cost model that reflects policies and standards in a planned preventive maintenance program and vehicle replacement program resulting in the lowest maintenance plus capital costs, and a dependable reliability and quality of service, over the life of an asset".

RTP conducts incremental preventative maintenance activities to ensure safe operation of the vehicle, and preserve and extend its life. In addition to preserving and extending the lifespan, this approach results in lower maintenance costs over the life of the vehicle.

The overall approach to vehicle maintenance at RTP is based on 5 core focus areas

- A strong focus on maintenance increases safety
- Preventive maintenance reduces operating expenses and maximizes resources
- Preventive maintenance enhances the organization's image and efficiency
- Preventive maintenance ensures compliance with federal and state regulations and current mandates
- Compliance with FTA/MaineDOT Grant Management Guidelines, Maine Commercial vehicle Safety Inspections, FMCSA/FMCSR and ADA requirements

Maintaining the fleet is the responsibility of Agency administrators and staff including our vehicle technicians
The success of the maintenance program depends on teamwork and following through on guidelines and activities outlined in this Fleet Maintenance Plan. Vehicle breakdowns are costly in many ways and stress the overall budget. Complying with basic preventative maintenance strategies can make the difference in RTP's ability to thrive and serve the public safely and efficiently.

POLICY:

It is the intent and responsibility of Regional Transportation Program's (RTP) to maintain its vehicles and equipment in order to provide safe, comfortable and reliable transportation to our passengers with effective and efficient service to the community. This endeavor will be accomplished through the establishment and implementation of a Comprehensive Maintenance Program.

GOALS AND OBJECTIVES:

The goals and objectives of the fleet maintenance program are:

1. ***Maintain vehicles to promote the safety and comfort of passengers, operators, and protect the public.***
    - Conduct regular pre and post trip inspections in order to identify vehicle and equipment problems and assure vehicles are in good operating condition.
    - Conduct basic preventative maintenance (PM) service routines in a timely manner to identify vehicle problems and keep vehicle systems in good repair.
    - Conduct vehicle repairs in a timely manner and in accordance with industry best practices.
    - Maintain a clean appearance for vehicles through regular interior and exterior cleaning.

2. ***Manage PM and repair activities to promote the reliability of the service by minimizing service interruptions due to vehicle or equipment failure.***
    - Regularly inspect vehicles in order to identify and correct problems to prevent service interruptions.
    - Schedule repairs promptly in order to minimize service interruptions.
    - Utilize outside companies as needed to perform specialized services and to supplement transit maintenance staff efforts.
    - Schedule PM activities to maximize fleet availability during service peaks.
    - Analyze repair, road call and tow data to identify trouble-prone components or systems for proactive attention.

3. Maintain vehicles and equipment to promote cost-efficiency of operations

- Maintain and repair vehicles to ensure their operation at peak efficiency, including fuel efficiency, emissions systems, etc.
- Analyze fleet fuel usage and repair data; identify vehicles which may need remedial work or may need to be made inactive.
- Maintain vehicles and related equipment to fulfill manufacturer's warranty requirements and pursue warranty repairs where applicable; research and follow up on any applicable recalls or service bulletins.
- Maintain vehicles to maximize the useful vehicle life, including the life of key components such as tires, brakes, batteries, etc.
- Manage the maintenance program to be cost effective in terms of staff time, service vendors, parts and supplies costs.

4. Conduct vehicle operations, repairs, and cleaning in compliance with applicable local, state and federal regulations.

- Ensure that shop equipment and maintenance procedures comply with applicable OSHA laws and regulations protecting the health and welfare of workers.
- Handle and dispose of fuels, lubricants, solvents, tires and related materials in a safe and environmentally responsible manner.
- Maintain vehicles to comply with relevant emission standards and other applicable regulations.
- Conduct vehicle cleaning to comply with applicable wastewater and other relevant regulations.
- Conduct maintenance and repairs in compliance with environmental standards and other relevant regulations

PROGRAM ELEMENTS

Pre / Post Inspections – Each vehicle will be inspected and the start and end of each shift by a driver trained in the procedure. A walk-around will be performed with a vehicle pre/post trip checklist and any irregularities reported to the Technician(s) before the vehicle leaves the lot. *(Please refer to Pre/Post Trip Inspection Form).*

Basic Service Routines – Per the recommendations of the chassis, bus body, and wheelchair lift manufacturers, and the additional recommendations of the technician(s), a thorough PM schedule will be established and followed for each vehicle. At or before the recommended mileage intervals, the technician(s) will perform all the elements of maintenance due at that mileage. *(Please refer to Technician Vehicle Check Form).*

Vehicle Cleaning – Interior cleaning and sweeping of each in-service vehicle will be performed at the end of each shift by driving staff. Vehicle exteriors will be washed on a weekly basis or more/less frequently, as needed.

Vehicle Repairs – The need for a vehicle repair may be discovered during a pre/post trip inspection, PM inspection or breakdown. The technician(s) will determine warranty coverage for the systems requiring attention, and if appropriate, pursue warranty repairs with the vendor, bus or chassis manufacturer, or authorized warranty outlet. The technician(s) will determine whether the repair can be accomplished in-house, or because of the need for special diagnostic expertise or equipment, will be assigned to an outside company.

Documentation and Analysis – Vehicle condition will be regularly documented through pre/post trip inspections and problems discovered on the road will either be reported immediately to dispatch and/or a technician or written up on the post trip inspection (depending on the severity of the problem). Any problem when the safe operation of the vehicle is in question will be reported immediately. After being reported, the technician will make the decision whether to continue using the vehicle or pull out of service immediately. In addition, all vehicle maintenance repair activity and costs will be documented. Vehicle data will be organized for summary and analysis.

Additional Considerations and Detail of RTP's Preventative Maintenance Program

Preventive maintenance is the cornerstone of RTP's operational safety, reliability, and quality of service and is one of the most important functions of our maintenance program. The key goals of RTP's preventative maintenance program are to:

- Maintain the safety of our vehicles
- Maximize vehicle performance cost-effectively
- Maximize vehicle lifespan

The emphasis of the RTP's maintenance program is preventive rather than reactive maintenance. A strong preventive maintenance program effectively reduces overall maintenance costs by decreasing the number of road calls and the high cost of unpredictable repairs caused by reactive maintenance. RTP uses a graduated preventative maintenance program (PM) that is based on the manufacturer's recommendations and modified based on service experience and the local conditions Maine. Solid PM practices maximize useful life, are cost efficient over the life of the vehicle, and ensure that vehicles remain in safe operating condition. RTP has an aggressive preventive maintenance program that schedules vehicle inspections based on a variety of categories. The PM schedule is based upon usage and vehicle type and manufacturers recommendations. Each successive PM includes a higher level of maintenance inspection activity. Vehicles are inspected based on mileage including 5,000, 10,000, 15,000 mile intervals.

RTP 's staff continually reviews the maintenance practices to identify potential improvements to the program. This assures optimum benefits from the scheduled inspections.

On-time inspection variance

The allowable variance with all preventive maintenance inspections is a plus or minus 10%. Any inspection completed within this parameter is considered on time. Each vehicle type has its own specific PM schedule based on, but not limited to, manufacturer's recommendations. FTA requires 80% On-Time compliance.

Local Conditions

The rural and rugged geography Maine has a direct impact on the level of PM needed in this state. Many duty cycles and routes include dirt roads, hilly terrain, and stop-and-go conditions on a daily basis that require a higher level of PM than other parts of the country. In addition, weather plays a role in the need for increased PM. Sand and salt are known to cause premature wear and corrosion on certain parts of vehicles. RTP inspects parts of the vehicles that are most vulnerable to weather-induced wear and tear beyond the recommendations of the vehicle manufacturer.

Clean Vehicle Policy

Clean vehicles are important to the overall image of RTP and our commitment to quality customer service. Regular cleaning of RTP vehicles increase the life span of the vehicles, provide a higher quality work environment for drivers, a better experience for riders, and a demonstrated pride in our transportation services.

At the end of daily service period Drivers are required to:

1. Buckle all lap belts and remove any trail dirt from belts and seats
2. Remove any garbage and sweep vehicles
3. Report conditions to the operations staff for which they are unable to take care of, i.e. graffiti removal

The Lead Vehicle Technician (LVT) and drivers are responsible for ensuring that vehicles are washed and clean on a regular basis. The (LVT) is responsible for any required follow-up and/or additional service to maintain vehicle cleanliness. The (LVT) will conduct a weekly vehicle inspection.

Vehicle Inventory

The vehicle inventory for each passenger service vehicle owned by RTP will include the following information:

- ✓ Agency's vehicle number
- ✓ Year of manufacture
- ✓ Vehicle Category (from Useful Life Standards)
- ✓ Make and model
- ✓ Vehicle condition (see below for description categories)
- ✓ Seating capacity – total capacity of the vehicle (all ambulatory seats); and capacity when all ADA stations are deployed (if it reduces total capacity)
- ✓ ADA Equipment
- ✓ Fuel type
- ✓ Vehicle Identification Number (VIN)
- ✓ License number ("plate number")
- ✓ Date placed into revenue service
- ✓ Total purchase cost including federal (e.g. grant number), state and local funding sources and amounts
- ✓ Minimum useful life (years and miles) or remaining useful life (annual update required)
- ✓ Title holder
- ✓ Mileage
- ✓ Date removed from revenue service (if applicable)
- ✓ Disposal method, if applicable: advertised or sold at auction, transferred to (agency), or junked

MaineDOT has established the following vehicle condition definitions.

In-Service Vehicles:

- Excellent (E) = Low mileage in relation to age and no visible or evident mechanical or cosmetic flaws.
- Good (G) = Average mileage in relation to the age and only minor mechanical or cosmetic flaws. This may include rehabilitated vehicles restored to good condition. Seats and armrests show minimal wear, floor smooth, and headliner not torn and show minimal wear. Exterior has no rust or dents, paint not faded or chipped.
- Fair (F) = High mileage and/or noticeable mechanical or cosmetic flaws. Repairs are beginning to exceed normal maintenance schedules. Seats and armrests show some wear, floor has minor tears or bubbling, headliner shows some wear. Exterior has surface rust, minor dents on lower body panels, paint faded but not chipped.
- Poor (P) = High mileage and major mechanical or cosmetic flaws. Non-maintenance repair happening frequently and becoming more costly. Major repairs such as engine or transmission overhaul needed to keep the vehicle in service. Seats and armrests torn or stained, floor torn or bubbled; headliner torn. Exterior has structural rust, major dents on lower body panels, paint chipped.

Out-of-Service Vehicles:

- Out of Service (O) = The vehicle is unreliable or is completely inoperable; has been pulled from service due to mechanical or body/chassis flaws that create unsafe operating conditions, or is not ADA compliant. Plan to reinstate, repair, renovate, etc. in order to put it back into service or to be used for parts.
- Disposed (D) = Vehicle has been retired from service permanently and disposed of (e.g., sold, donated, or removed for scrap if severely damaged).
- Transferred (T) = Transferred to another agency in the area for continued transportation services.

Files are maintained for each vehicle, and each file is identified by each vehicle VIN#, Company #, Year, Make, and Tire Size.

- Vehicle Purchase File will contain copies of title, original warranty information, original paperwork that came with the vehicle, and will include a vehicle detail sheet with all the above information. (Sent by MDOT)
- Vehicle Maintenance File will contain copies of any information that came with the vehicle (scheduled maintenance guides and warranties), repair and maintenance invoices, PM inspection checklist, and recalls will be maintained in accordance with the (RTP, MaineDOT and FMCSR) record retention policy.
- Pre and Post Trip Inspection File. 90 day Emergency Exit Inspection File.
- Accident File with Accident Log Sheet.

An RTP administrator, together with the Lead Vehicle Technician, are responsible for creating, maintaining, and proper filing of all vehicle inventory documentation. Updated vehicle inventory documentation will be maintained in

the office of RTP. Any changes in or issues with the keeping of Vehicle Inventory records will be reported to the Executive Director.

Vehicle Replacement Schedule

Vehicles listed in 'Poor' or 'Scrap' condition on the RTP Vehicle List will be disposed first, based on the immediate status of the vehicle at the time of replacement. RTP maintains a mix of vehicles both in size and seating capacity to best fit the needs of our riders and for service and financial efficiency. Generally, RTP can operate its vehicles well beyond the established useful life of the vehicle due to its skilled vehicle maintenance department.

Vehicle Breakdown Policy

When dispatch is notified of a vehicle breakdown by the driver, the dispatcher will immediately contact the Transit Supervisor and vehicle maintenance department. The vehicle technician(s) will drive a spare vehicle to the breakdown site. The riders will be transferred to the spare van/bus to continue to their scheduled destination. The Transit Supervisor/dispatcher may also transfer subsequent rides that are scheduled for the disabled vehicle to another RTP vehicle to help avoid late deliveries. Depending on the severity of the breakdown, the vehicle technician may drive the vehicle back to RTP or call for a tow truck. All safety precautions will be taken at the breakdown site.

Vehicle Maintenance Management

The Lead Vehicle Technician is responsible for developing the PM schedule for each vehicle and ensuring that all PM activities are completed in a timely manner and consistent with the manufacturer's recommendations and the RTP Fleet Maintenance Plan.

Throughout the PM and repair process the tasks performed by RTP's vehicle maintenance personnel and contracted vendors are reviewed and recorded by the Lead Vehicle Technician. This constant reviewing and recording is designed to ensure that review and decisions are made at the proper level of management.

- Frequently, the Lead Vehicle Technician prints and reviews the PM tracking report to identify which vehicles are due or coming due for Preventative Maintenance. The identified vehicles are scheduled for work in coordination with the maintenance staff.

- Work is then performed by RTP's maintenance personnel who perform the PM and complete the appropriate PM inspection form. On the occasion when work needs to be contracted to an outside vendor, the Lead Vehicle Technician provides the maintenance vendor with with the necessary information to perform the

repairs. RTP generally performs all inspections and repairs in-house except for: rebuilding engines and transmissions; major body work; replacing springs; and wheel alignments.

- RTP incorporates inspection for specific component systems such as wheelchair lifts and HVAC systems in its regular PM inspections.

- The Lead Vehicle Technician is responsible for reviewing and tracking reports and generating the work orders to perform PM's and repairs.

- The Lead Vehicle Technician reviews the PM write-ups and driver VCR reports and, in conjunction with the maintenance staff, schedules vehicles for repair in-house or with a contracted vendor, if necessary, and reviews invoice and completed repairs before the bus returns to service.

Vehicle Maintenance Identification, Tracking and Reporting

RTP uses a system of manual and computerized forms, files and reports to schedule, perform, track and insure compliance with preventative maintenance (PM) and repairs to its vehicles. These documents include:

- PM schedules
- Pre & Post Trip Inspections
- Work orders
- Service orders
- Purchase orders
- Parts requests
- PM Tracking report
- Vehicle parts inventory tracking
- PM Inspection forms
- Compliance to FTA/MAINEDOT, FMCSR and Maine Commercial vehicle Inspections
- Warranty Tracking
- ADA Requirements
- Vehicle Safety Qualifications: Lead and vehicle technician qualified to perform State inspections.
- Vehicle maintenance records will be kept as long as the vehicle is in service or program it was purchased for, plus three additional years.

Warranty Recovery Plan

RTP operates a warranty recovery program to ensure that cost of parts and repairs on warranty-covered items are recovered. If a repair is determined be covered under the warranty, the appropriate coding will be identified on the work order. Any warranty parts removed from the vehicle(s) are tagged with the repair information and held in-house or at the vendor's garage until requested by the manufacturer/vendor. RTP or the Maintenance Vendor submits a warranty claim to the applicable manufacturer/vendor.

Failed components

Parts and components that may have failed prematurely are returned to the Maintenance vendor. The Maintenance Manager researches the original installation date, miles of usage on the failed component, and the vendor it was originally purchased from. If the part or component is covered by a warranty, it is returned to the vendor.

Return to manufacturer/vendor

Authorization for warranty return and labor claims, when applicable, are obtained from the manufacturer or vendor. Information is supplied to the vendor on the circumstances of the failure, if known. The item is then returned to the vendor warranty department for repair or replacement. RTP retains copy of the warranty claim form for tracking purposes.

ATTACHMENTS

SCHEDULED MAINTENANCE INTERVALS

All Vehicles

Weekly or As Necessary	Wash vehicle exterior (weekly or more often during winter/spring months: as necessary during summer/fall months)
Every Year	Fire extinguisher inspection (by outside agency) State of Maine vehicle inspection HVAC check (more often, if necessary)
Every Two Years	Replace battery (more often, if necessary)
PM Intervals	
5,000 Miles	Schedule “A” PM Service
15,000 Miles	Schedule “B” PM Service
30,000 Miles	Schedule “C” PM Service

ACTIVE FLEET

All Vehicles

DRIVER

Daily Pre/Post Trip Inspection

Check Exterior

- Vehicle head, tail and clearance lights
- Turn signal operation
- Hazard flasher operation
- Brake light operation
- Backup light operation
- Tire condition (check for inflation, tread depth, sidewall damage, objects in tread)
- Wheel condition (check appearance of lug nuts, check for seal leaks)
- Undercarriage leaks
- Body, glass, mirrors (check for damage, mirrors well secured)
- Wheelchair lift operation (unlock doors, cycle lift once before service)
- Exterior cleanliness

Check Interior

- Mirror position
- Horn operation
- Windshield wiper operation
- Passenger door operation
- Interior lights
- Vehicle gauges
- Fuel level (make sure fuel key is present)
- Emergency exits (check that exits are not blocked and rear exit door is operational)
- Radio, tablet and security system operational
- Seat belts (present and available to passengers)
- Wheelchair securements (all sets present and stowed correctly)
- Safety equipment (fire extinguisher present & fully charged, emergency triangles present, first aid kit present sealed or fully stocked, bio-hazard kit present & sealed or fully stocked, seat belt cutter present)
- Seat condition (well-secured, check for upholstery damage)
- Seat belt condition (present, not damaged)
- Stanchions if applicable (well-secured)
- Interior cleanliness
- Vandalism

End-of-shift

- Stow all wheelchair securements
- Sweep the interior and inspect for damage
- Power off all switches
- Close windows & doors

Daily and/or As Needed

- Fuel (daily)
- Wash vehicle exterior (weekly or more in winter/spring, as needed in summer/fall)
- Make sure air conditioning and/or heating system working
- Clean interior window glass, wipe seats, clean floors

TECHNICIAN (Mechanic)

Daily Maintenance

- Review driver vehicle inspection reports and repair, schedule for repair or take vehicle out of service as appropriate

Weekly Maintenance

- Check engine oil level
- Add oil as needed
- Check engine coolant level
- Check condition of belts and hoses

Preventative Maintenance (PM) Service Schedules

Use vehicle specific PM Sheet (one type attached)

"A" Service – Every 5,000 miles

- Review preventative maintenance history
- Review vehicle repair history
- Review any pending work orders

Items to Be Inspected and Services to Be Performed

- Check for disposable gloves
- Check web cutter front and rear
- Check fire extinguisher
- Check first aid kit
- Check body fluid kit
- Check wheel chocks
- Check triangle flares
- Check safety vest
- Check knee pad
- Check parking brake
- Check instruments
- Check horn
- Check windshield wiper blades, operation and fluid level (fill as necessary)
- Check all accessories
- Check glass & mirror operation
- Check emergency exits
- Check interlock systems
- Check all seatbelt operation
- Check registration and inspection sticker
- Check lights, headlamp, turn signal, marker lights, etc.
- Check for physical damage and note
- Check visual radiator core
- Check fill and cooling systems
- Check condition of hoses
- Check battery hold down
- Check battery terminal and cables for corrosion
- Check all belts and adjust
- Check power steering and fluid
- Check fan assembly
- Check master cylinder
- Check all tires for valve caps
- Record tire pressure and tread depth
- Check bottom of engine for leaks
- Check transmission for leaks
- Check axel breathers and oil level
- Check engine and transmission mounts
- Check driveline including universal joints and yokes
- Check suspension
- Check for exhaust leaks
- Check front end and steering

- Check steering box for leaks
- Check wheel bearings
- Check brake pads for wear
- Lube entire chassis
- Change oil and filter
- Run engine and check for leaks
- Check engine oil and ATF levels
- Check wheel chair lift & tie downs
- Check camera operation
- Reset message center

If any defects are found, document and as appropriate, schedule for repair.

"B" Service – Every 15,000 miles

All of "A" PM services PLUS

- Incorporate any currently due preventative maintenance items into the current service

Items To Be Inspected and Services to Be Performed

- Complete brake inspection
- Service air filter
- Service wheelchair lift

If any defects are found, document and as appropriate, schedule for repair.

"C" Service – Every 30,000 miles

All of "A" and "B" PM services PLUS

- Incorporate any currently due preventative maintenance items into the current service

Items to Be Inspected and Services to Be Performed

- Change transmission filter and fluid
- Change fuel filters
- Coolant condition test
- Replace engine drive belts

If any defects are found, document and as appropriate, schedule for repair.

CONTINGENCY FLEET

All vehicles

Vehicles may be stockpiled in an inactive contingency fleet in preparation for emergencies. No vehicles may be stockpiled before it has reached the end of its service life. Buses held in a contingency fleet must be properly stored, maintained, and documented in a contingency plan. The plan should be updated as necessary, to support the contingency fleet

TECHNICIAN

Quarterly Maintenance (Contingency Fleet)

- Check engine fluids
- Check tires for inflation and wear
- Check for fluid leaks under vehicle
- Start and warm the vehicle to operating temperature
- Run heaters and air conditioners
- Drive the vehicle through the lot, using both forward and reverse
- Check transmission fluid level

If any defects are found, document and as appropriate, schedule for repair.

PREVENTATIVE MAINTENANCE MANAGEMENT STANDARD OPERATING PROCEDURES

These procedures apply to the fleet maintenance program at RTP

1. At the start of each driving shift, each driver performs a pre-trip inspection to ensure safety and accessibility items are operational, and that any defects are reported to the maintenance staff.
2. Each driver records beginning and ending mileage for the route on that day's manifest.
3. Each day, when the driver fuels, they enter the vehicle's mileage into the fuel system software.
4. Administrative staff, run a report from the fuel system software, and enters vehicle's mileage and gallons filled into the RTA maintenance system.
5. Each time a work order is completed, the maintenance staff enters the vehicle's mileage and what was done into the RTA maintenance system.
6. Weekly (or more often) the maintenance staff prints a fleet maintenance status report from the database, and use projected service due dates to schedule vehicles for regular PM on or before the mileage due date. Work is scheduled in-house whenever possible. Only those repairs which cannot be done by RTP's technicians are scheduled with an outside company.
7. Specific components of each vehicle are scheduled for inspection, lubrication, cleaning or replacement at regular intervals. The intervals are determined by published information from the vehicle and component manufacturer. In addition, such inspections may include other items or incorporate shorter intervals as recommended by the maintenance technicians.
8. At each service, maintenance staff record service date, odometer reading, service items, parts used, parts cost and labor hours to the work order, and the work order is entered into the maintenance software. The technician also checks off on the service checklist that the item has been done.
9. For work performed outside of RTP's maintenance facility, RTP's technicians receive the invoice showing what work was completed and enters the costs into the maintenance software.
10. At monthly intervals, administrative staff run reports on the miles travelled, fuel uses, repair costs for each vehicle and enters them into excel spreadsheets. At this point, numbers are checked for reasonableness. Any questions are brought to the technician(s) for clarification and correction if necessary. Management has access to the monthly reports, and also works with the technicians to revise maintenance policies and checklists as needed.
11. Management continually works with technicians to ensure adequate resources are available for the workload

MAINTENANCE REMEDIATION PLAN

1. Management review of the most recent preventive maintenance procedures for each vehicle in the fleet and identification of any vehicles due for service.
2. Consultation with the technician to ensure they have the time and resources to complete any maintenance procedures identified in a timely manner.
3. Centralization of the vehicle records and preventive maintenance scheduling.
4. Management review of the vehicle maintenance files and database system to improve preventive maintenance scheduling
5. Modifications in data and reports from the fleet management database system to improve preventive maintenance scheduling.
6. Management review of the preventive maintenance workload, with adjustments made as necessary to ensure the program continues to be adequately staffed and supplied.

Vehicle List at 09/30/2019

	RTP Vehicle Number	Plate Number	Vin Number	Chasis Make	Body Make	Model	Year	Type	Pass Capacity	Fuel Type	Title Holder	Decal Needed	Vehicle Length	Purchase Price	In Service Date	Current Mileage 06/30/2019	Funding	Cameras	Useful Life (yrs)	Status
1	90	2457PC	1D4GP25R37B145256	Dodge	Dodge	Carivan	2007	Van	5	U	RTP	No	15'	$19,663	01/26/2007	101,488	Sec 3, 16 & State Bond	REI SD40	4	Scrap
2	104	BU 11729	1GB9G5AG2A1137064	Chevrolet	Chevrolet	4500 Express	2010	bus	16+2	U	RTP	No	27'	$126,485	12/20/2010	190,594	ARRA, 5310, 5311	REI SD40	7	Scrap
3	105	BU 11730	1GB9G5AG8A1140325	Chevrolet	Chevrolet	4500 Express	2010	bus	16+2	U	RTP	No	27'	$126,485	12/20/2010	162,046	ARRA, 5310, 5311	REI SD40	7	Scrap
4	106	BU 11731	1GB9G5AG1A1140182	Chevrolet	Chevrolet	4500 Express	2010	bus	16+2	U	RTP	No	27'	$126,485	12/20/2010	141,385	ARRA, 5310, 5311	REI SD40	7	Scrap
5	110	11743	1FDFE4FL0ADA97579	StarTrans	Ford	Ford E-450	2010	van	12+2	U	RTP	No	23'	$57,938	06/30/2011	225,672	ARRA, 5310, 5307	REI SD40	7	Scrap
6	112	11741	1FDFE4FL9ADA97581	StarTrans	Ford	Ford E-450	2010	van	12+2	U	RTP	No	23'	$57,938	06/30/2011	191,186	ARRA, 5310, 5309	REI SD40	7	Scrap
7	113	11740	1FDFE4FL0ADA97582	StarTrans	Ford	Ford E-450	2010	van	12+2	U	RTP	No	23'	$57,938	06/30/2011	233,292	ARRA, 5310, 5310	REI SD40	7	Scrap
8	114	11744	1FDFE4FL4ADA97584	StarTrans	Ford	Ford E-450	2010	van	12+2	U	RTP	No	23'	$57,938	06/30/2011	233,314	ARRA, 5310, 5311	REI SD40	7	Scrap
9	115	11742	1FDFE4FL6ADA97585	StarTrans	Ford	Ford E-450	2010	van	12+2	U	RTP	No	23'	$57,938	06/30/2011	210,553	ARRA, 5310, 5312	REI SD40	7	Scrap
10	117	5A 6097	1FD3E35L48DA16110	Ford	Ford	Ford E-350	2008	van	10+1	U	RTP	No	19'.5"	$16,000	10/01/2012	218,549	trans fr MDOT go maine	REI SD40	5	Scrap
11	120	BU 11762	4DRASAAN4DJ203242	International	Hybrid	HC	2013	Bus	18+2	D	RTP	yes	30'	$214,952	10/01/2013	361,773	FTA/DOE	REI SD40	7	Critical
12	121	BU 9812	1FDFE4FL4DDA85424	Ford	Champion	E-450	2013	van	12+2	U	RTP	No	24'3"	$68,768	08/01/2013	162,085	FTA ME 95 -03 and -16	REI SD40	5	Critical
13	122	BU 9813	1FDFE4FL6DDA85425	Ford	Champion	E-450	2013	van	12+2	U	RTP	No	24'3"	$68,768	08/01/2013	152,286	FTA ME 95 -03 and -16	REI SD40	5	Critical
14	123	BU 9814	1FDFE4FL1DDA85428	Ford	Champion	E-450	2013	van	12+2	U	RTP	No	24'3"	$68,768	08/01/2013	152,622	FTA ME 95 -03 and -16	REI SD40	5	Critical
15	124	BU 9820	1FDFE4FL6DDB36423	Ford	Champion	E-450	2014	van	12+2	U	RTP	No	24'3"	$68,768	12/20/2014	154,274	FTA ME-04-0015	REI SD40	5	Critical
16	128	BU-11794	1FDEE4FL0GDC25842	Ford	Champion	E-450	2016	van	12+2	U	RTP	No	23	$71,543	08/31/2016	61,092	ME-04-0015/1853 Bond	REI SD40	5	Ideal
17	129	BU-11797	1FDEE4FL6GDC25845	Ford	Champion	E-450	2016	van	12+2	U	RTP	No	23	$71,543	08/31/2016	82,799	ME-04-0015/1853 Bond	REI SD40	5	Ideal
18	130	BU-11798	1FDEE4FL8GDC25846	Ford	Champion	E-450	2016	van	12+2	U	RTP	No	23	$71,543	08/31/2016	83,220	ME-04-0015/1853 Bond	REI SD40	5	Ideal
19	132	BU-11796	1FDEE4FL4GDC25844	Ford	Champion	E-450	2016	van	12+2	U	RTP	No	23	$71,543	08/31/2016	79,143	ME-04-0015/1853 Bond	REI SD40	5	Ideal
20	133	BU-11795	1FDEE4FL2GDC25843	Ford	Champion	E-450	2016	van	12+2	U	RTP	No	23	$71,543	08/31/2016	81,382	ME-04-0015/1853 Bond	REI SD40	5	Ideal
21	134	9A-6101	1FDVU4XM4KKA07045	Ford	Transit	350HD	2019	Van	8+2	U	RTP	No	20'5"	$65,699	01/17/2019	11,627	ME-16-X040; ME-16-X042; ME-34-0003; 1739 STATE BOND	REI SD40	4	New
22	135	9A-6104	1FDVU4XM8KKA07047	Ford	Transit	350HD	2019	Van	8+2	U	RTP	No	20'5"	$65,699	01/22/2019	9,154	ME-16-X040; ME-16-X042; ME-34-0003; 1739 STATE BOND	REI SD40	4	New
23	136	9A-6102	1FDVU4XM1KKA07049	Ford	Transit	350HD	2019	Van	8+2	U	RTP	No	20'5"	$65,699	01/16/2019	13,078	ME-16-X040; ME-16-X042; ME-34-0003; 1739 STATE BOND	REI SD40	4	New
24	137	9A-6103	1FDUV4XM1KKA07052	Ford	Transit	350HD	2019	Van	8+2	U	RTP	No	20'5"	$65,699	01/25/2019	7,808	ME-16-X040; ME-16-X042; ME-34-0003; 1739 STATE BOND	REI SD40	4	New
25	138	9A-6110	1FDVU4XM8KKA07050	Ford	Transit	350HD	2019	Van	8+2	U	RTP	No	20'5"	$65,699	02/07/2019	9,366	ME-16-X040; ME-16-X042; ME-34-0003; 1739 STATE BOND	REI SD40	4	New
26	139	9A-6109	1FDVU4XM7KKA07055	Ford	Transit	350HD	2019	Van	8+2	U	RTP	No	20'5"	$65,699	02/07/2019	10,872	ME-16-X040; ME-16-X042; ME-34-0003; 1739 STATE BOND	REI SD40	4	New
27	140	9A-6124	1FDVU4XM6KKA07046	Ford	Transit	350HD	2019	Van	8+2	U	RTP	No	20'5"	$65,699	04/23/2019	4,203	ME-16-X040; ME-16-X042; ME-34-0003; 1739 STATE BOND	REI SD40	4	New
28	141	9A-6123	1FDVU4XMXKKA07048	Ford	Transit	350HD	2019	Van	8+2	U	RTP	No	20'5"	$65,699	04/23/2019	4,400	ME-16-X040; ME-16-X042; ME-34-0003; 1739 STATE BOND	REI SD40	4	New
29	142	9A-6122	1FDVU4XM3KKA07053	Ford	Transit	350HD	2019	Van	8+2	U	RTP	No	20'5"	$65,699	04/23/2019	6,064	ME-16-X040; ME-16-X042; ME-34-0003; 1739 STATE BOND	REI SD40	4	New

RTP Vehicle Condition Report

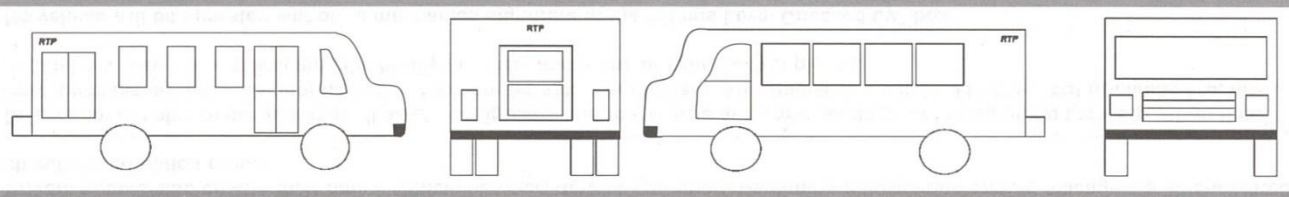
DATE: _____ **Driver name (As it appears on driver license):** _____ **VEHICLE NUMBER:** _____

Beginning Mileage: _____ **Ending Mileage:** _____

✓ = OK X= Needs Service	Pre Trip	Post Trip
Visible Leaks		
Vehicle Level		
Cleanliness		
Entry Door		
Interior Lighting		
Handicap Placard		
Document Holder		
Handrails		
Flooring		
Heating		
Air Conditioning		
Gauges / Indicator Lights		
Driver seat & belt		
Windshield / Windows		
Windshield Wipers / Fluid		
Mirrors, Interior / Exterior		
Horn		

✓ = OK X= Needs Service	Pre Trip	Post Trip
Parking Brake		
Steering		
Service Brake		
Door Alarms		
Emergency Exits		
Passenger Seat / Cushions		
Passenger Seat Belts		
Seat Belt Extenders		
First Aid Kit		
Body fluid Cleanup kit		
Fire Extinguisher		
Tablet Mount Etc.		
Two-way Radio		
Security System / Cameras		
Web Cutters		
Broom		
Body Damage		

✓ = OK X= Needs Service	Pre Trip	Post Trip
Tires / Wheels		
Headlights		
Tail / Clearance Lights		
Brake Lights		
Directional Lights		
4-Way Flashers		
Exhaust (Hanging)		
Back-up/Alarm		
WHEELCHAIR / MOBILITY	**Pre Trip**	**Post Trip**
Interlock System		
Lift or Ramp Operation		
Lift Door		
Lift Lighting		
Emergency Lift Handle		
Tie Downs		
Tie Down Ext (Purple Straps)		
Tie Down Anchorage		
Seat and Shoulder Belts		



I HAVE REVIEWED THE PREVIOUS DRIVER'S VCR, PERFORMED A PRE-TRIP INSPECTION, AND I FIND:

NO DEFECTS	
DEFECTS AS NOTED	

DRIVERS SIGNATURE: _____

DRIVER'S BADGE #: _____

I HAVE REVIEWED ALL NOTED DEFECTS. THE VEHICLE IS SAFE TO OPERATE

MECHANICS SIGNATURE: _____

MECHANICS BADGE #: _____

COMMENTS:

Reserved For Next Driver

Reviewing Driver Signature: _____

"DO NOT OPERATE VEHICLES WITH EXISTING DEFECTS OR WRITE UPS"

Regional Transportation Program, 127 St John Street, Portland, ME 04102

Vehicle Number_____

Year_____ **Make**_____

Model _____

Vin _____

Veh Mileage _____ **Date**_____

Service ___A ___B ___C ___D

	OK	REP
Disposable Gloves		
Web Cutter - Front		
Web Cutter - Rear		
Fire Extinguisher		
First Aid Kit		
Body Fluid Kit		
Wheel Chock		
Triangle Flares		
Safety Vest		
Knee Pad		

"A" SERVICE	OK	Rep	Foll Up
Wash Vehicle			
Check VCR Book			
Check parking brake			
Check instruments			
Check horns			
Check w/wiper operation & blades			
Check all accessories			
Check glass and mirror operation			
Check emergency exits			
Check Interlock Systems			
Check all seat belt operation			
Check valid reg & insp sticker			
Check all lights			
Check physical damange & note			
Check visual radiator core			
Check and fill cooling sys & note			
Check hose condition			
Check battery hold down			
Check corrosion on term & cable			
Check all belt conditions & adjust			
Check power steering hose & fluid			
Check fan assembly (looseness)			
Check master cylinder level			
Check all tires for valve caps			
Record tire pressure & tread depth			

"A" SERVICE CONTINUED	OK	Rep	Foll Up
Check bottom of engine for leaks			
Check transmission for leaks			
Check axel breathers & oil level			
Check engine & trans mounts			
Check driveline, u-joints & yokes			
Check all spring & leaves (cracks)			
Check all suspension components			
Check for exhaust leaks			
Check front end/steering			
Check steering box for leaks			
Check front wheel bearing			
Check brake pads for wear			
Lube entire chassis			
Change oil & Filter			
Run engine check for leaks			
Check engine oil & ATF levels			
Check WC lift & Tie Downs			
Reset Message Center			
Clean interior			
Lube door locks			

"B" Service -- includes "A"

Complete brake inspection			
Service air filter			
Mobility Equipment Maintenance			

"C" Service -- Includes "A" & "B"

Change transmission filter & fluid			
Change fuel filters			
Coolant Condition Test			
Replace Engine Drive Belts			

"D" Service	Pass	Fail
State Inspection		

PM Performed By

/32		**Lug nuts checked** ____		/32
/32	/32		/32	/32

Users/Dburke/Maint/ ABC Service 01-2019.xls

BraunAbility

Tech:_____ Date:____/____/____

Yr:_____ Make:_____ Model:_____ Mileage :_____

VIN:_____ Lift Model_____ Serial#_____ Cycles_____

Legend: ■ = OK, passed at this time ☐ = Marginal, recommend in near future ■ = Failed

P	M	F	GENERAL INSPECTION:
■	☐	■	Lift Battery, Circuit Breaker & Cable_____
■	☐	■	Lift Ground & Secondary Ground_____
■	☐	■	Vehicle Interlock Power_____
■	☐	■	Veh. Interlock Prohibits Veh. Movement_____
■	☐	■	Lift Door Condition_____
■	☐	■	Hand Pendant Condition/Function_____
■	☐	■	Inspect Mounting Components_____
			CYCLE CHECK:
■	☐	■	General Operation Through Complete Cycle_____
■	☐	■	Main, Handrail, OB & IB Bumper Adjustments_____
■	☐	■	Floor Level Adjustment_____
■	☐	■	Platform Angle Adjustment_____
■	☐	■	Outer Barrier Interlock_____
■	☐	■	Inner Barrier Interlock_____
■	☐	■	Threshold Warning Interlock_____
■	☐	■	50 Pound Fold Interlock_____
■	☐	■	Platform Lights_____
■	☐	■	Anti-Skid_____
■	☐	■	Operation & Warning Decals_____
■	☐	■	Back-up Pump Handle Location_____
■	☐	■	Manual Override/Back-up System Function_____
			MECHANICAL COMPONENTS:
■	☐	■	Base Plate, Tower, Arm & Platform Welds_____
■	☐	■	Outer Barrier Pins, Gas Springs & Fasteners_____
■	☐	■	Inner Barrier Pins, Gas Springs & Fasteners_____
■	☐	■	Pivot Pin Fasteners_____
■	☐	■	Pivot Pins & Bushing Condition_____
■	☐	■	Handrails_____
■	☐	■	Lift-Tite System_____
			HYDRAULIC COMPONENT CHECKS:
■	☐	■	Leaks_____
■	☐	■	Hoses & Harness Routing/Condition (pump, parallel arms, vertical arms & platform)_____
■	☐	■	Remove Pump Cover & Check Fluid Level_____
■	☐	■	Fluid Condition_____
■	☐	■	Lift Pump Motor Cables/Connections_____
■	☐	■	Lift Pump Harnesses/Fuses/Electrical Components_____

Additional Comments:

_____

_____

_____

_____

Bus Emergency Exits Inspection

VEHICLE IDENTIFICATION

MAKE _____ SERIAL NUMBER _____

YEAR _____ TIRE SIZE _____

COMPANY NUMBER/OTHER I.D. _____ OWNER, IF LEASED _____

OPERATION	Dates – Inspection Due Every 90 Days							
CHECK PUSHOUT WINDOWS								
EMERGENCY DOORS								
EMERGENCY DOOR LIGHTS								

LOGISTICARE ALSO PERFORMS A INHOUSE ANNUAL INSPECTION OF OUR FLEET

THIS INCLIDES,

INTERIOR AND EXTERIOR CONDITION

VALID REGISTRATION AND STATE INSPECTION STICKER

ALL LIGHTS INTERIOR AND EXTERIOR

ENEMGENCY EXITS AND LIGHTS

FLOORING, SEATING, SEATBELTS, HANDRAILS

TIRE CONDITION AND TRED DEPTH

WHEELCHAIR LIFT OPERATION, INNER AND OUTTER SAFETY BARIERS

PARKING BRAKE FUNCTION

INTERLOCK SYSTEM FUNCTION

HORN, WINDSHIELD WIPERS

ALL GLASS AND REAR VIEW MIRRORS

BACK-UP ALARM

FIRST AID AND BODY FLUID KITS

FIRE EXTINGUISHER FOR INSPECTION DATE

EXHAUST LEAKS

CLEANLINESS

APPENDIX J

Veh. #	Category	Year	Make	Model	Seating	ADA	VIN#	Acq. Date	Condition	Fuel	License #	In Service	Price	Federal	State	Local	Grant No.	Useful Life	% Remaining	Title	Mileage	Date Removed	Disposition Method

ADA Access

Lift; Ramp; Companion Seat; or None

Useful Life

(1) 4 years or 100,000 miles; (2) 5 years or 150,000 miles; (3) 7 years or 200,000 miles; (4) 10 years or 350,000 miles; (5) 12 years or 500,000 miles

Category of Vehicles

(1)Light-duty vehicles incldg. automobile, small buses & small bus or van, and specialized vans: 6,000-14,000 GVW (approx.); 4 years or 100,000 miles

(2) Medium-size, light-duty transit buses (approximately 25' – 35'):10,000-16,000 GVW (approx.); 5 years or 150,000 miles

(3) Medium-size, medium-duty transit buses (approximately 30'):16,000-26,000 GVW (approx.); 7 years or 200,000 miles

(4) Small-size, heavy-duty transit buses (approximately 30'):26,000-33,000 GVW (approx.); 10 years or 350,000 miles

(5) Large, heavy-duty transit buses (approximately 35' – 40', articulated buses):33,000-40,000 GVW; 12 years or 500,000 miles

Disposition Method

(1) Advertised; (2) Sold at Auction; (3) Transferred to Agency; (4) Junked

Condition

In-Service: (1) Excellent; (2) Good; (3) Fair; (4) Poor

Out of Service: (1) Out of Service; (2) Disposed; (3) Transferred

REGIONAL TRANSPORTATION PROGRAM

Great Rides for Everyone!

Facility Maintenance Plan

October 4, 2022

Table of Contents

Overview

Objective

The purpose of this document is to ensure that the Westbrook facility owned and operated by Regional Transportation Program (RTP) is maintained to the highest standard possible with efficiency and prevention as the core priorities. This document has been created to provide a playbook such that maintenance practices are followed and documented in a consistent, accountable fashion.

A copy of this maintenance plan shall be kept on file and this document shall be reviewed annually by RTP's Manager of Transit Operations.

It is the belief of RTP that plans of this nature should be simple to understand , and practicable. This plan was created to provide guidelines, reminders, and tasks for our organization, and the paperwork process that must back up that work. It was not created to be a training document , or to provide step by step processes on how each of those tasks must be performed.

Each employee shall be trained so that they are qualified to perform any duties that are asked of their position with this document.

This plan is the responsibility of all RTP terminal personnel. It shall be carried out and administered by the Managerial and Maintenance staffs, and under the guidance and purview of the Manager of Transit Operations and Safety Officer.

Manager of Transit Operations	Don Libby	(207) 615-0395 (207) 899-8287 Cell
Safety Officer	Josh Bradford	(207) 774-2666 x 7516

Signed acknowledgement of review

This plan was reviewed and acknowledged as up to date and accurate by the following people on the dates listed. This shall be updated annually.

_____ _____

Manager of Transit Operations Date

Facility Summary

This Facility Maintenance Plan shall be in effect for

Regional Transportation Program
1 Ledgeview Drive
Westbrook, ME 04092
Phone (207) 774-2666

Maine DOT Maintenance Region	1
Maine DOT Transit Region	6
Notes	
Responsible Contact	Don Libby
Phone	207-615-0395
Description	
Funding	USDA Rural Development MDOT/FTA Camden National Bank
Date of Construction	November 9, 2021
Date of additions / major improvements	
One story length	170’
One story width	54’
Stories	1
Square footage (Main building)	9,152 sf
Square footage (vehicle storage)	11,760 sf
Construction type	Metal Building
Roof type	Metal
Exterior type	Metal and Concrete
Flooring	Carpet in office space / concrete flooring maint and carwash area Pavement in vehicle storage
External ground cover	Pavement
Electrical service info	Central Maine Power (CMP) Back up generator
HVAC description	Central AC and forced hot air heat. 3 mini split units
Nearest fire station	Westbrook Fire Department – Central Station 570 Main Street Westbrook , ME
Water supply	City Water
Sewerage disposal	City Sewer
Type of doors	Power main entry, doors with windows, steel doors
Security systems	Camera surveillance system, door alarm, and panic buttons
Use of building	Dispatching, Vehicle Maintenance and storage – company headquarters
Unique features of building	None

Contractor and Subcontractor Listing

Item	Contractors Name	Contact #
Electrical	East Coast Electric – Sam Ngourn	207-229-1159
Generator	Powr Point Generator	207-864-2787
Plumbing	Norris Preble	207-696-5581
Earthwork	Grondin Corp	207-749-6691
Roofing	Maine Metal Buildings	207-604-6648
Store Front / Lobby Door	Glass Solutions	207-210-6685
Masonry	Giroux Masonry	207-577-8117
Siding	Maine Metal Buildings	207-604-6648
Painting	A & D Painters	207-602-9150
Doors & Hardware	Exactitude	207-415-2119
Paving	Grondin Corp	207-749-6691
Insulation	Bilodeau	207-547-4806
Fire Protection	Hampshire Fire Protection	207-571-9515
Carpentry	Great Falls Construction	207-329-4698
Fire Alarm	Cunnigham Security	207-846-3350
Flooring	Maine contract flooring	207-775-4779
Ceiling	Landry & Sons	207-783-2411
Cabinets	Arch Millwork	800-685-1331
Light poles	East Coast Electric – Sam Ngourn	207-229-1159
Pavement Striping	Grondin Corp	207-749-6691
Landscaping	Al Lappin	207-839-7700
Blinds/window treatments	Decorating Plus	207-754-0730
Drywall	Bilodeau Drywall	207-547-4806
Toilet Accessories	Donovan Specialties	207-332-3253
Overhead Doors	Overhead Door	207-797-6734
Trash Removal	McCormick & Sons	207-727-4113
Security Systems	Cunningham Security	207-846-3350
Plowing/Salting/Sanding	TW Enterprises	207-671-5870
Plumbing	Norris Preble	207-696-5581
Heating PM Service	Mechanical Services, Inc	207-774-1531
Pressure Washer	RN CRAFT	207-772-3600
Bus Lift	AGT	207-892-5700
Compressor	AGT	207-892-5700

Facility Inventory

Currently all inventory was NEW and installed for opening November 2021

ITEM	MFG.	MODEL	SERIAL #	NOTES
Hot Water Heater	Kohler			
Toilet	American Standard			
Kitchen Sink Faucet	American Standard	SK-1		
Bathroom Sink	American Standard	LAV-1 ADA Wall hung		
Lavatory Faucets	American Standard	LAV-1 Hands Free	775b205.002	
Service Sink Faucet	Sloan	ETF-770		Mustee Sink
Conf Room Faucet	American Standard			
Toilets	American Standard	ADA-Floor Mount Cadet		
Urinal	American standard	Washbrook Urinal 6590		Sloan Flushometer
Washroom Acc.	Bradley			Towel and Soap Dispensers
Recirculation Pump	Taco Comfort	SmartPlus-e		
Backflow Preventer	Precision Plumbing Products	PT-4		
Heat Pump Systems	Heat-Timer ETV	ETV Platinum Plus	915670	
Gas Fired Heaters	Trane	Tubular Gas Fired heate	GTNE-SVX001B-EN	
Heat Pumps / Mini split	Mitsubishi	Mr. Slim Models		
Rooftop AC unit	Trane	YSCO36G		
Lighting Fixtures				
Airwall Heater	Trane	UHAA-15		
Electrical				
Generator	Kohler	125-REOZJG	3366GMJG0009	Installed 07/2021
Outside				
	Trees	Bushes	Flowers	AL Lappin Landscaping
Parking Lot	Spots	Light Poles	Ext Security Cameras	
			Interior Cameras	
Garage Doors	Thermacore	592		
Storefront	Oldcastle	001A & 015A		
Flooring	Daltile			
Ceiling Tiles	Certainteed	Acoustical Ceiling		10 year warranty
Flooring	Mannington			
Epoxy flooring	Sherwin williams			Kitchen
	Armstrong			Carpet
	Tarkett			Entryway mats
Pressure Washer	Alkota	4208B		
Vehicle Lift	Rotary	MOD235-18		
Compressor	Kaeser Graco			

Appliances	Whirlpool	W11101941A		
	Hisense			Mini Fridge
Oil Evac System	Graco			AGT
Vehicle Exhaust	Harvey industries			AGT
Garage Fans	Macro Air	Y Series		

General Overview of Process

Work Orders

When an item is broken, in need of replacement, or needs maintenance performed for any reason, it will be entered into the Maintenance Log. Should the task be too substantial for the Terminal employees to address, a work order shall be completed and forward to the Maintenance staff and the Manager of Transit Operations. Prior to completing a work order all appropriate Manufacturer warranty's with be checked, if still in force contractor/manufacturer will be contacted to schedule the repair.

Once a work order has been received, the maintenance staff will be able to schedule, track progress, and complete the item in an orderly fashion. Once complete all work orders will be closed by terminal staff and filed in the facility's maintenance / work order log.

Shown below is the form found at RTP. Any agent or employee of RTP can generate a work order.

Regional Transportation Program
1 Ledgeview Drive Westbrook, ME 04092
Work Order

Section 1: To be completed by the individual requesting the work

Requested by:_____
Date:_____

Problem or Work Requested:

Section 2: To be completed by the Manager of Transit Operations

Date Received _____

Priority: Immediate Urgent Routine Deferred

Approved by:_____
Assingned to:_____
Date assigned:_____

Parts required:

Approved by:_____
Ordered by:_____

Work performed:

Completed by: _____ Date: _____

Work Order Processing

Once received the maintenance crew will then schedule the work to be performed, order the necessary parts, and track the progress of the work through completion.

On a semi-regular basis the Maintenance Department will sign off on completed work orders regarding facility maintenance return them the facility to be filed in the maintenance/work order binder.

Inspections

The Westbrook facility shall undergo inspections to be performed by the management staff, maintenance crew and/or outside contractors. The Westbrook location will have an inspection form that is customized , ensuring that all necessary items at the facility have been checked for proper operating performance. These checklists shall cover items that are considered “mission critical” and/or “safety” items and are vital to the safe operation of the facility. These items shall include, but not limited to:

- Buildings
- Parking lots
- Electrical systems
- Plumbing systems
- HVAC systems
- Security systems
- Emergency lighting and panic alarms

Daily

The Westbrook facility shall be cleaned on a daily basis by cleaning staff. These tasks shall include items like dusting , mopping, vacuuming and walkthroughs. All RTP staff have been trained on proper maintenance / work order procedures according to this document and shall fill out a work order for any item in the facility that needs “heavy” cleaning, or for any maintenance item in the facility that needs the attention of the maintenance staff. These items will vary from light bulbs, plumbing issues, or a problem with the security cameras, and everything in between.

Weekly/Monthly

The facility shall undergo a weekly and monthly inspection to be performed by the Manager of Transit Operations or Maintenance crew. The Westbrook facility will have separate weekly and monthly inspection forms, ensuring that all the necessary items at the facility have been checked for proper operating performance (please see attached inspection forms). These sheets shall be competed and held for a minimum of 3 years.

Any item that does not pass inspection or will require work shall be either fixed immediately if able, or should generate a work order through the process detailed above to be scheduled completed as soon as possible and practicable.

Additional Inspections

In addition to monthly inspections, RTP shall conduct a yearly inspections. This inspection will be conducted in June of each year. The inspection shall inspect components of that facility for problems or maintenance that may not be easily discovered in the normal operation of business e.g. curbing damage, painting needs, utility connections and the status of any other inspections/paperwork that may need to be scheduled or performed by outside contractors.

These inspections will cover, but are not limited to:

- Items that should be inspected regularly, but are less likely to cause and immediate safety concern, and therefore, are not practical to inspect monthly.
- Self-checks on compliance or self—prescribed inspections by third parties such as backflow prevention devices, security systems and HVAC.
- Seasonal preparedness inspections and checklists for both winter and summer seasons.

Any item that does not pass inspection or will require work shall be either fixed immediately if able, or should generate a work order through the process detailed above to be scheduled and completed as soon as possible and practicable.

The yearly inspection form will ensure that all the necessary items at the facility have been checked for proper operating performance. These sheets shall be completed and held for a minimum of 3 years.

Weekly Inspection Sheet

Date:	Weekly Inspection				By:
	Method	OK	Needs Repair	Date Repaired	Comments
Janitorial	Visual	☐			
		☐			
Rest Rooms	Visual	☐			
		☐			
Doors/Entryways	Visual	☐			
		☐			
Lighting	Visual	☐			
		☐			
Parking Lot	Visual	☐			
		☐			

Monthly Inspections

Date:	Monthly Inspections				By:
	Method	OK	Needs Repair	Date Repaired	Comments
Fire extinguishers	Visual sign and date	☐			
		☐			
Electrical	Trip - reset	☐			
		☐			
Emergency Lights	check audio alarm	☐			
		☐			
ADA signage - hand rails	visual	☐			
		☐			
Inspect washbay basin	clean and inspect	☐			
		☐			
Security Cameras	Visual	☐			
		☐			
Exterior Lighting	Visual	☐			
		☐			
Mechanical Room	Visual	☐			
		☐			
Storage Room	Visual	☐			
		☐			
Server Room	Visual	☐			
		☐			
Parking Lot and Sidewalks	Visual	☐			
		☐			
Exterior Building Inspection	Visual	☐			
		☐			
Roof for Damage - leaks - drains	Visual	☐			
		☐			
ADA ramps, handrails, signage	Visual	☐			
		☐			
First Aid Kit	Contents / expiration dates	☐			
		☐			
Alarm / Panic Buttons	Test	☐			

Annual Inspections

	Yearly Inspections				By:
	Method	OK	Needs Repair	Date Repaired	Comments
HVAC	Maine Mechanical				
Mini Splits	Maine Mechanical				
Water Filter - Coffee Machine	In house				
Door inspections	Contracted				
Fire Suppresion	Contracted				
Parking lot - spring	updated				
Security system	Contracted				
Generator	Powr Point				
Lift-garage	AGT				
Overhead Doors	Overhead door				

Warranty Coverage of Components

Description	Product	Supplier	Warranty	Expiration
Millwork	Wilsonart	Northeast Millwork	1 year	11/09/2022
HM Doors	Curries	Exactitude	1 year	11/09/2022
Wood Doors	Masonite	Exactitude	1 year	11/09/2022
Overhead Doors	Liftmaster	Overhead Door of Portland	10 year / panels 1 yr / components	11/09/2031 11/09/2022
Aluminum Storefront	Oldcastle	Glass Solutions	10 year	11/09/2022
Glazing	Sigco	Glass Solutions	10 year	11/09/2022
Ceramic Tile	Daltile	Maine Contract Flooring	1 year	11/09/2022
Accoustical Ceiling Tile	Certainteed & Rockfon	Landry & Sons	10 year	11/09/2022
Labor warranty / Flooring & Entry Mats	Mannington, Flexco, Armstrong & Tarkett	Maine Contract Flooring	1 year	11/09/2022
Carpet	Shaw	Maine Contract Flooring	Lifetime	
Paint	Sherwin-Williams	A and D Painting 7 sons	Lifetime	
Washroom Accessories	Bradley	Donovan Specialties	1 year	11/09/2022
Fire Extinguishers / Cabinets	Activar	Donovan Specialties	5 years	11/09/2026
Refridgerator / Microwave	Whirlpool / GE	Lowes	1 year	11/09/2022
Roller shades	Draper	Universal Designz	1 year	11/09/2022
Pre Engineered Metal Building	Corle	Maine Metal Buildings	1 year	10/25/2022
Plumbing	Plumbing	Norris A. Preble Co.	1 year	11/09/2022
Heat timer	Trerice heat timer	Norris A. Preble Co.	1 year	11/09/2022
Compressed Air System	Graco	Automotive Garage Tools	7 years / components 3 years / power springs 1 year / Wear parts	11/09/2028 11/09/2024 11/09/2022
Oil Evacuation System	Graco	Automotive Garage Tools	6 years / components 1 year / wear parts	11/09/2027 11/09/2022
HVAC Serial#211711282L Serial#211711284L	Trane	Norris A. Preble Co.	1 year	11/09/2022
HVAC	Maine Controls	Norris A. Preble Co.	1 year	10/28/2022
Vehicle Exhaust	Harvey	Automotive Garage Tools	3 years	11/09/2024
Lighting Controls	Hubbell	East Coast Electric	5 years	11/09/2026
Generator / Transfer Switch	Kohler	East Coast Electric	10 years / transfer switch 2 years / generator	11/09/2031 11/09/2023
Lighting	Hubbell	East Coast Electric	5 years	11/09/2026
Communication Cabling	Commscope	Connectivity Point	1 year	01/04/2023
Fire Alarm	Honeywell	Cunningham Security	3 years	11/09/2024

City of South Portland

South Portland Bus Service

Transit Asset Management Plan

September 30, 2018

City of South Portland Transit Asset Management Plan

Arthur L. Handman, Transp. Dept. Director, Accountable Executive

Last modified by Arthur L. Handman, Transp. Dept. Director on 24 Dec 18 at 09:53

Introduction

The South Portland Bus Service (SPBS) operates a fixed-route, public transit service throughout South Portland, into downtown Portland, and into Scarborough along the shopping area off Payne road near the Maine Mall. Three routes cover a total of 790 miles a day and provided over 273,000 passenger trips in the fiscal year ending June 30, 2018. All City buses are ramp equipped and wheelchair accessible. the oldest buses in the fleet of seven are seven years old with an average age of five years .

The SPBS connects with the Portland METRO Bus system and the Shuttlebus/Zoom service through a free transfer arrangement providing its riders a broad, regional travel area with access to the Biddeford-Saco-Old Orchard Beach Shuttle, the Jetport, Casco Bay ferries, Greyhound Bus, Concord Coach, Amtrak Downeaster, as well as medical, shopping and other high activity centers in the area.

In addition to its fixed-route schedule, the City of South Portland participates in a regional, complementary paratransit program to transport passengers whose disabilities interfere with their ability use the fixed-route system. This service is provided through an intergovernmental agreement with the Regional Transportation Program (RTP) and provided 3438 trips in the fiscal year ending June 30, 2018.

Governance

The SPBS is an operating service of the Transportation Department of the City of South Portland. The Transportation Department Director is also the Director of the SPBS. He reports to the City Manager who reports to the City Council which is the de facto Board of Directors of the SPBS.

Performance Targets & Measures

Asset Category - Performance Measure	Asset Class	2019 Target	2020 Target	2021 Target	2022 Target
REVENUE VEHICLES					
Age - % of revenue vehicles within a particular asset class that have met or exceeded their Useful Life Benchmark (ULB)	AB - Articulated Bus	N/A			
	AO - Automobile	N/A			
	BR - Over-the-road Bus	N/A			
	BU - Bus	Target Required			43%
	CU - Cutaway Bus	N/A			
	DB - Double Decked Bus	N/A			
	FB - Ferryboat	N/A			
	MB - Mini-bus	N/A			
	MV - Mini-van	N/A			
	RT - Rubber-tire Vintage Trolley	N/A			
	SB - School Bus	N/A			
	SV - Sport Utility Vehicle	N/A			
	TB - Trolleybus	N/A			
	VN - Van	N/A			
	Custom 1	N/A			
	Custom 2	N/A			
	Custom 3	N/A			
EQUIPMENT					
Age - % of vehicles that have met or exceeded their Useful Life Benchmark (ULB)	Non Revenue/Service Automobile	Target Required		50%	
	Steel Wheel Vehicles	N/A			
	Trucks and other Rubber Tire Vehicles	Target Required			50%
	Custom 1	Target Required			
	Custom 2	N/A			
	Custom 3	N/A			
FACILITIES					
Condition - % of facilities with a condition rating below 3.0 on the FTA Transit Economic Requirements Model (TERM) Scale	Administration	Target Required			
	Maintenance	N/A			
	Parking Structures	N/A			
	Passenger Facilities	Target Required			
	Custom 1	N/A			
	Custom 2	N/A			
	Custom 3	N/A			

Capital Asset Inventory

Please see Appendix A (Asset Register) for the asset inventory listing.

Asset Inventory Summary

Asset Category	Total Number	Avg Age	Avg Mileage	Avg Value
RevenueVehicles	**7**	**4.7**	**178,919**	**$500,000.00**
AB - Articulated Bus	0	-	-	-
AO - Automobile	0	-	-	-
BR - Over-the-road Bus	0	-	-	-
BU - Bus	7	4.7	178,919	$500,000.00
CU - Cutaway Bus	0	-	-	-
DB - Double Decked Bus	0	-	-	-
FB - Ferryboat	0	-	-	-
MB - Mini-bus	0	-	-	-
MV - Mini-van	0	-	-	-
RT - Rubber-tire Vintage Trolley	0	-	-	-
SB - School Bus	0	-	-	-
SV - Sport Utility Vehicle	0	-	-	-
TB - Trolleybus	0	-	-	-
VN - Van	0	-	-	-
Custom 1	0	-	-	-
Custom 2	0	-	-	-
Custom 3	0	-	-	-
Equipment	**6**	**2.3**	**8,494**	**$51,333.33**
Non Revenue/Service Automobile	1	2.0	10,642	$29,000.00
Steel Wheel Vehicles	0	-	-	-
Trucks and other Rubber Tire Vehicles	1	2.0	6,346	$85,000.00
Portable Lifts	4	3.0	N/A	$40,000.00
Custom 2	0	-	-	-
Custom 3	0	-	-	-
Facilities	**2**	**3.5**	**N/A**	**$350,000.00**
Administration	1	2.0	N/A	N/A
Maintenance	1	-	N/A	N/A
Parking Structures	0	-	N/A	-
Passenger Facilities	1	5.0	N/A	$350,000.00
Custom 1	0	-	N/A	-
Custom 2	0	-	N/A	-
Custom 3	0	-	N/A	-

Condition Assessment

Please see Appendix B (Asset Condition Data) for individual asset condition listing.

Asset Condition Summary

Asset Category	Total Number	Avg Age	Avg Mileage	Avg TERM Condition	Avg Value	% At or Past ULB
RevenueVehicles	**0**	**-**	**-**	**N/A**	**-**	**-**
AB - Articulated Bus	0	-	-	N/A	-	-
AO - Automobile	0	-	-	N/A	-	-
BR - Over-the-road Bus	0	-	-	N/A	-	-
BU - Bus	0	5 years	163,048	4.0	$335,000.00	0%
CU - Cutaway Bus	0	-	-	N/A	-	-
DB - Double Decked Bus	0	-	-	N/A	-	-
FB - Ferryboat	0	-	-	N/A	-	-
MB - Mini-bus	0	-	-	N/A	-	-
MV - Mini-van	0	-	-	N/A	-	-
RT - Rubber-tire Vintage Trolley	0	-	-	N/A	-	-
SB - School Bus	0	-	-	N/A	-	-
SV - Sport Utility Vehicle	0	-	-	N/A	-	-
TB - Trolleybus	0	-	-	N/A	-	-
VN - Van	0	-	-	N/A	-	-
Custom 1	0	-	-	N/A	-	-
Custom 2	0	-	-	N/A	-	-
Custom 3	0	-	-	N/A	-	-
Equipment	**0**	**-**	**-**	**N/A**	**-**	**-**
Non Revenue/Service Automobile	0	3 years	10,642	4.0	$11,400.00	-
Steel Wheel Vehicles	0	-	-	N/A	-	-
Trucks and other Rubber Tire Vehicles	0	3 years	6,346	4.0	$33,800.00	-
Custom 1	0	-	-	N/A	-	-
Custom 2	0	-	-	N/A	-	-
Custom 3	0	-	-	N/A	-	-
Facilities	**0**	**-**	**N/A**	**-**	**-**	**N/A**
Administration	0	-	N/A	-	N/A	N/A
Maintenance	0	-	N/A	-	N/A	N/A
Parking Structures	0	-	N/A	-	-	N/A
Passenger Facilities	0	5 years	N/A	4.0	N/A	N/A
Custom 1	0	4 years	N/A	4.0	$24,000.00	N/A
Custom 2	0	-	N/A	-	-	N/A
Custom 3	0	-	N/A	-	-	N/A

Decision Support

Investment Prioritization

The provision of service is the main determination of priority investments. Replacement of buses which are beyond their useful life is primary priority.

Decision Support Tools

The following tools are used in making investment decisions:

Process/Tool	Brief Description
RTA Asset Management System	Maintenance and asset utilization management system

Investment Prioritization

The list of prioritized investment projects is provided in Appendix C.

Appendices

Appendix A	Asset Register
Appendix B1	Revenue Vehicle (Rolling Stock) Condition Data
Appendix B2	Equipment Condition Data
Appendix B3	Facilities Condition Data
Appendix C	Proposed Investment Project List
Appendix D	Fleet Replacement Module Output

Appendix A: Asset Register

Asset Category	Asset Class	Asset Name	Make	Model	Count	ID/Serial No.	Asset Owner	Acquisition Year	Vehicle Mileage	Replacement Cost/Value
RevenueVehicles	BU - Bus	Transit Bus	Gillig	Low Floor	1	15GGB271881176618	City of South Portland	2011	272,806	$500,000.00
RevenueVehicles	BU - Bus	Transit Bus	Gillig	Low Floor	1	15GGB271XB1178619	City of South Portland	2011	262,710	$500,000.00
RevenueVehicles	BU - Bus	Transit Bus	Gillig	Low Floor	1	15GGB2716B1178617	City of South Portland	2011	286,913	$500,000.00
RevenueVehicles	BU - Bus	Transit Bus	Gillig	Low Floor	1	15GGB2715E1183294	City of South Portland	2014	145,683	$500,000.00
RevenueVehicles	BU - Bus	Transit Bus	Gillig	Low Floor	1	15GGB2713E1163293	City of South Portland	2014	146,938	$500,000.00
RevenueVehicles	BU - Bus	Transit Bus	Gillig	Low Floor	1	15GGB2716G1184117	City of South Portland	2016	51,618	$500,000.00
RevenueVehicles	BU - Bus	Transit Bus	Gillig	Low Floor	1	15GGB2716G1184118	City of South Portland	2016	63,355	$500,000.00
Equipment	Non Revenue/Service Automobile	Supervisor Sedan	Nissan	Leaf	1	1 N4AZOCP6FC329088	City of South Portland	2016	10,642	$29,000.00
Equipment	Trucks and other Rubber Tire Vehicles	Service Truck	Ford	F250	1	1 FDRF3HT2GEC44926	City of South Portland	2016	6,346	$85,000.00
Facilities	Administration	Admin Office	N/A	N/A	1	N/A	City of South Portland	2016	N/A	N/A
Equipment	Maintenance	Portable Lifts	Stertl-Koni	ST1085-2FWA	4	215G-605065 215G-605061 215G-605068 215G-605052	City of South Portland	2015	N/A	$40,000.00
Facilities	Maintenance	Bay 10 Municipal Services Facility	N/A	N/A	1	N/A	City of South Portland	2016	N/A	N/A
Facilities	Passenger Facilities	Mill Creek Transit Hub	N/A	N/A	1	N/A	City of South Portland	2013	N/A	$350,000.00

Appendix B: Asset Condition Data

B1: Revenue Vehicle Assets

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	Vehicle Mileage	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
Revenue Vehicles	Bus	30' Low Floor Diesel Bus	7	See Appendix A	6 yrs Average	See Appendix A	$3,500,000.00	14 years	None

Appendix B: Asset Condition Data

B2: Equipment Assets

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	Vehicle Mileage	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
Equipment	Non-Revenue/Service Automobile	Supervisory Sedan	1	See Appendix A	4 years	See Appendix A	$29,000.00	7 years	None
Equipment	Trucks and other rubber Tire Vehicles	Service Truck	1	See Appendix A	7 years	See Appendix A	$58,000.00	7 years	None
Equipment	Maintenance	Portable Lifts	4	See Appendix A	7 years	N/A	$40,000.00	7 years	None

Appendix B: Asset Condition Data

B3: Facilities Assets

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	TERM Scale Condition	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
Facilities	Maintenance	Service Bay	1	N/A	2 years	4	N/A - Part of MSF	20 years	None
Facilities	Administration	Bus Service Office	1	N/A	2 years	4	N/A - Part of MSF	20 years	None
Facilities	Passenger Facility	Mill Creek Transit Hub	1	N/A	4 years	4	$350,000	20 years	None

Appendix C: Proposed Investment Project List

Project Year	Project Name	Asset/Asset Class	Cost	Priority
2022	Replace three (3) 30-foot low floor transit buses	BU - Bus	$1,500,000.00	High

Appendix D: Fleet Replacement Module Output

Fleet Type (Year/Make/Model)	Number	Cost in 2018 $	Number	Cost in 2018 $	Number	Cost in 2018 $	Number	Cost in 2018 $	Number	Cost in 2018 $
Total in Current Year $	$0.00		$0.00		$0.00		$0.00		$0.00	
Total in Year of Expenditure $	$0.00		$0.00		$0.00		$0.00		$0.00	

STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

Janet T. Mills
GOVERNOR

Bruce A. Van Note
COMMISSIONER

MaineDOT Narrative Report - October 2022

Under the FAST Act and MAP-21, "transit providers are required to submit an annual narrative report to the NTD that provides a description of any change in the condition of its transit system from the previous year and describes the progress made during the year to meet the targets previously set for that year."

Agency Information

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16 State House Station
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Point of Contact: Barbie-Jo Lord

Prepared by Kelly Arata on October 1, 2022 for reporting year 2022

Useful Life Benchmark – Revenue Vehicles

MaineDOT's subrecipients have a fleet of 326 vehicles to provide demand response and flex route services. The inventory consists of 108 vans and minivans, 129 cutaways and 89 buses. In addition, one subrecipient has 2 ferry boats that provides public transportation.

MaineDOT's Maine State Ferry Service has 7 ferry boats that provide public transportation.

What targets did your agency set?

In calculating percent of revenue vehicles that have met or exceeded their useful life benchmark, MaineDOT set its targets based on vehicle type and useful life in years in each of the categories, as follows:

Classification	Vehicle or Equipment Type	Useful Life (years)
Class 1	Minivan, van, sedan	4
Class 2	Light-duty small bus, minibus, small body-on-chassis, cutaways	5
Class 3	Medium-duty transit bus < 30', trolley-like bus	7
Class 4	Medium Size Heavy duty transit bus 30'	10
Class 5	Heavy duty transit bus 35'; Commuter Coach	12
Class 6	Ferry Boats	30-50

The useful life benchmarks were adjusted from the default due to the rural nature of our roads and potential corrosion from the salt used during our winter season that contributes to a shorter life than the default ULB for these buses and vans.

How did your agency calculate these targets?

The acquisition dates for rolling stock is stored in MaineDOT's asset inventory and anticipated service lives are used to determine ages and whether assets are over or under the Useful Life Benchmarks (ULB) that MaineDOT set for each type of bus, cutaway and van. Anticipated service lives are documented in the State Management Plan and are primarily determined from the minimums set forth in FTA Circular 5010.1E.

MaineDOT determines the number of vehicles in each of the above categories using our vehicle type classifications, as follows:

Asset Category*	Performance Measure	Asset Class	2022 Actuals Beyond Useful Life	2023 Target Beyond Useful Life	2022 Actual - <2.0 non-SGR Average	2022 Actual >2.0 SGR Average
Rolling Stock	Age - % of revenue vehicles within a particular asset class that have met or exceeded their Useful Life Benchmark (ULB)	Class 1	49%	50%	26%	74%
		Class 2	42%	42%	7%	93%
		Class 3	33%	29%	24%	76%
		Class 4	97%	100%	7%	93%
		Class 5	0%	0%	0%	100%
		Class 6	40%	56%	14%	86%

Note: Class 1 has two categories (minivans and vans) with targets of 100% and 31% respectively.
Note: Class 3, 4 and 5 were combined and reported with target of 49%.

How has your agency made progress toward its targets?

For land-based services, MaineDOT issued delivery orders for 40 cutaways/buses and 31 accessible vans since the last report in October 2021. However, these numbers were adjusted downward based on the cancellation of one delivery order for 13 cutaways and one delivery order for 13 accessible vans that were issued in the Spring of 2021. As a result of these cancellations, the total number of vehicles contained in delivery orders issued is adjusted downward to 27 cutaways/buses and 18 accessible vans for a total of 45 vehicles.

As of September 2022, MaineDOT accepted delivery of 8 cutaway/buses. An additional 13 accessible vans are anticipated to be delivered before the end of the year. In addition, the 19 cutaways ordered in the latter part of 2021 and the 5 remaining accessible vans are delayed until sometime in 2023 with no known delivery date. Delivery delays and cancellations are due to the coronavirus impacts and the nonavailability of chassis and/or components. Therefore, these events have impacted our progress on improving our state of good repair.

In addition, our subrecipients have disposed of approximately 43 buses and vans since the last report in October 2021.

MaineDOT is in the process of going out to bid for approximately 13 cutaways and 26 accessible vans by the end of this year with an anticipated delivery date of Fall 2023-Winter 2024. In addition, MaineDOT is in the process of going out to bid for approximately 6 trolley/buses by the end of this year with an anticipated delivery date of Spring/Summer 2023. All these procurements will help us replace some of our oldest buses/trolleys and vans over the next year if there are no unforeseen circumstances and will assist us in moving towards meeting our targets.

MaineDOT works with its subrecipients using a three-factor analysis to determine its State of Good Repair based on years, miles and condition assessment using its annual PTMS report for year ending in June of each year. MaineDOT's priority is to replace rolling stock that are below 2.0 average on the rating scale or its rolling stock that has high repair costs that are beyond their useful life in years or miles.

For water-based services, ferry boats have a long useful life. MaineDOT purchased one ferry boat since the last report in October 2021 and is in the process of disposing of one of its oldest ferries. MaineDOT anticipates purchasing three additional ferry boats – one by 2023, 2024 and 2025 – if there are no unforeseen circumstances.

What challenges face your agency in making progress toward the targets?

MaineDOT's land-based subrecipients provide demand response or flex route service over rural roads in their vast service territories. Funding remains a challenge. Our subrecipients continually search for new ways to acquire the local match needed for these capital purchases as well as for all their administrative and operating needs. The availability of the CARES Act and CRRSAA Act funds for operating and administrative needs may allow some of the transit providers to have more local match available from their current local match sources that could be used in future rolling stock purchases. However, current sources for local match may also be hampered with required adjustments as a result of the coronavirus. In addition, MaineDOT has experienced delays in delivery because of the impacts of coronavirus on chassis availability, microchip shortages and component shortages. Furthermore, manufacturers/vendors have been unable to hold the prices in their contracts and have either cancelled a few of our delivery orders or could not move forward with their bids on some of the cutaways or accessible vans.

MaineDOT uses its formula funds under 5310 and 5339 to replace rolling stock and other capital expenditures such as preventive maintenance as well as for facility rehabilitation or expansion if the need arises and is within our current priority and funding levels. In addition, MaineDOT may use a small portion of its 5307 and 5311 funds to replace rolling stock. The number of vehicles needing replacement exceeds available funding.

MaineDOT's priority is to replace land-based rolling stock that are below 2.0 average rating scale or its rolling stock that has high repair costs that are beyond their useful life in years or miles. If rolling stock is not replaced on a timely basis after the vehicle has reached its useful life, there may be a high cost of maintenance and repairs on the older vehicles to keep them on the road until the funds are available for replacement.

MaineDOT's water-based services also face a funding challenge.

Useful Life Benchmark – Non-Revenue Vehicles

What targets did your agency set?

For land-based services, the administrative and service vehicles for our subrecipients are beyond their useful life. These types of vehicles are not a top priority for the state to replace. Therefore, the target remains the same.

For water-based services, the rescue boats for the Maine State Ferry Service are not beyond their useful life. Therefore, the target remains the same.

Asset Category*	Performance Measure	Asset Class	2022 Actuals Beyond Useful Life	2023 `Target Beyond Useful Life	2022 Actual - <2.0 Average	2022 Actual >2.0 Average
Equipment (land-based)	Age - % of non-revenue vehicles that have met or exceeded their Useful Life Benchmark (ULB)	Automobiles Truck and other rubber tire vehicles	100% 100%	100% 100%	100% 33%	0% 67%
Equipment (water-based)	Age - % of non-revenue vehicles that have met or exceeded their Useful Life Benchmark (ULB)	Rescue Boats	0%	0%	0%	100%

How did your agency calculate these targets?

Regarding land-based services, we prioritize the rehabilitation and replacement of our vehicles that provide the transit service, so generally any non-revenue vehicles forego replacement when we have significant revenue vehicle capital costs. Many of our revenue vehicles have reached or are approaching the end of their useful life, so we expect to be spending our capital funding on those instead of non-revenue vehicles. As these vehicles are beyond their useful life, these targets remained the same as the year before at 100% beyond their useful life.

Regarding water-based services, the Maine State Ferry Service rescue boats are not beyond their useful life. As these rescue boats are not beyond their useful life, these targets remained the same as the year before at 0% beyond their useful life.

How has your agency made progress toward its targets?

We do not currently have a procurement in place to replace those vehicles which have exceeded their useful life, so we will not make further significant progress toward this benchmark over the next reporting year. However, over the next reporting year there will be no additional vehicles exceeding their useful life so there will also be no negative progress. If these vehicles need replacement, the transit agency will purchase on their own using local funds until there is federal and/or state funding available to do so.

What challenges face your agency in making progress toward the targets?

Funding remains a major challenge. Presently capital funding is completely dedicated to replacing revenue vehicles.

Facilities - Condition

(insert brief, non-exhaustive statement on the agency's assets within this category)

There are two administrative and maintenance facilities built or purchased with federal funds for land-based services that are used for public transportation purposes. There are two administrative and/or maintenance facilities that were built or purchased with local funds used for public transportation purposes with one facility currently being renovated and rehabilitated using federal funds. There is one administrative and maintenance facility that was constructed using a combination of federal funds, USDA funds and local funds for public transportation purposes.

One of our water-based transit providers purchased their building and piers with local funds to provide ferry service.

Regarding water-based facilities, the Maine State Ferry Service has terminals, piers and transfer bridges that it owns to provide general public transportation. In addition, the State of Maine owns and maintains the piers that Casco Bay Island Transit District, a direct recipient of FTA funds, uses to provide general public transportation.

What targets did your agency set?

The facilities, terminals, piers and transfer bridges have a condition assessment Term rating between 3.0 to 5.0 except one land-based facility that is borderline but is currently under renovation and rehabilitation.

Asset Category*	Performance Measure	Asset Class	2022 Actuals	2023 Target
Facilities (land-based)	**Condition - % of facilities with a condition rating below 3.0 on the FTA Term Scale**	**Support (Main. & Admin.) Passenger**	**0%**	**0%**
Facilities (water-based)	**Condition - % of facilities with a condition rating below 3.0 on the FTA Term Scale**	**Terminal**	**0%**	**0%**

Facilities (water-based)	**Condition - % of facilities with a condition rating below 3.0 on the FTA Term Scale**	**Piers**	**0%**	**0%**
Facilities (water-based)	**Condition - % of facilities with a condition rating below 3.0 on the FTA Term Scale**	**Transfer Bridge**	**0%**	**0%**

How did your agency calculate these targets?

After assessing our land-based and water-based facilities within each category, we found that approximately 100% of them are at a 3.0 or higher on the TERM scale or will be after the renovation and rehabilitation is completed in 2022. The priority is to maintain those facilities with on-going maintenance projects and avoid having them fall below a 3 rating. With this information, our target remains the same at 0%.

How has your agency made progress toward its targets?

We have not had any facilities fall below a 3.0 condition assessment on the TERM scale. One of MaineDOT's subrecipients is rehabilitating their facility that they had originally purchased with local funds. In addition, MaineDOT has taken steps to rehabilitate some of the ferry boat docking pens and is in the process of rehabilitating others soon. We remain within the targets for this measure.

What challenges face your agency in making progress toward the targets?

Funding remains a challenge but there is a priority to maintain the facilities at a high level.

York County Community Action Corp.

Age:	Mileage:	Life Span Used:	Vehicle Type:	VIN:	Original Price:	Replacement Cost:	Purchase Date:			
3	3795	3%	2	1FDFE4FS5KDC66276	$79,315.00	$60,000.00	12/4/2020	12	Startrans Se	2019
3	5783	4%	2	1FDAF5GY5KEF41896	$112,419.00	$60,000.00	1/6/2020	24	Defender	2019
3	24428	16%	2	1FDFE4FS8KDC66272	$79,315.00	$60,000.00	6/8/2021	12	Startrans Se	2019
3	27500	18%	2	1FDFE4FS7KDC66277	$79,315.00	$60,000.00	5/12/2021	12	Startrans Se	2019
3	31511	21%	2	1FDFE4FS0KDC66279	$79,315.00	$60,000.00	3/25/2021	12	Startrans Se	2019
3	31763	21%	2	1FDFE4FS7KDC66280	$79,315.00	$60,000.00	6/8/2021	12	Startrans Se	2019
3	34017	23%	2	1FDFE4FS1KDC66274	$79,315.00	$60,000.00	11/24/2020	12	Startrans Se	2019
8	23147	23%	1	2C7WDGBG7ER467742	$37,579.00	$38,000.00	10/16/2014	6	Braun Enter	2014
3	34769	23%	2	1FDFE4FSXKDC66273	$79,315.00	$60,000.00	12/4/2020	12	Startrans Se	2019
3	39897	27%	2	1FDFE4FS3KDC66275	$79,315.00	$60,000.00	3/25/2021	12	Startrans Se	2019
3	41556	28%	2	1FDFE4FS9KDC66278	$79,315.00	$60,000.00	12/4/2020	12	Startrans Se	2019
7	32111	32%	1	2C7WDGBG4FR634401	$37,579.00	$38,000.00	8/13/2015	6	Braun Enter	2015
8	40091	40%	1	2C7WDGBG6ER405085	$37,579.00	$38,000.00	10/16/2014	6	Braun Enter	2014
3	80722	54%	2	1FDAF5GY3KEF41895	$112,419.00	$60,000.00	1/6/2020	24	Defender	2019
5	85726	57%	2	1HA6GUBG9HN000743	$134,062.00	$60,000.00	4/9/2018	16	Glaval Titan	2017
13	129179	65%	3	1F6NF53Y990A00601	$130,264.00	$100,000.00	2/22/2010	28	TROLLEY	2009
13	131332	66%	3	1F6NF53Y290A00603	$130,264.00	$100,000.00	2/22/2010	28	TROLLEY	2009
13	136876	68%	3	1F6NF53Y090A00602	$130,264.00	$100,000.00	2/22/2010	28	TROLLEY	2009
13	139432	70%	3	1F6NF53Y790A00600	$130,264.00	$100,000.00	2/22/2010	28	TROLLEY	2009
13	140380	70%	3	1F6NF53Y490A00604	$130,264.00	$100,000.00	2/22/2010	28	TROLLEY	2009
13	140729	70%	3	1F6NF53Y590A01292	$130,264.00	$100,000.00	3/24/2010	28	TROLLEY	2009
10	165257	83%	3	1GB6G5BG2C1134721	$134,336.00	$100,000.00	5/30/2012	16	4500	2012
5	138105	92%	2	1HA6GUBG9HN000905	$134,062.00	$60,000.00	4/27/2018	16	Glaval Titan	2017
12	205240	103%	3	1GB9G5AG7A1139733	$165,358.00	$100,000.00	9/1/2010	16	4500	2010
12	226093	113%	3	1GB9G5AG0A1139542	$125,846.00	$100,000.00	9/1/2010	16	4500	2010
12	232067	116%	3	1GB9G5AG9A1139376	$125,846.00	$100,000.00	9/1/2010	16	3600	2010
12	239277	120%	3	1GB9G5AG9A1139992	$125,846.00	$100,000.00	9/1/2010	16	4500	2010
5	188997	126%	2	1HA6GUBG4HN000813	$134,062.00	$60,000.00	4/27/2018	16	Glaval Titan	2017
11	269245	135%	3	1GB6G5BG0B1151595	$129,008.00	$100,000.00	11/4/2011	16	4500	2011
11	280182	140%	3	1GB6G5BG0B1150687	$129,008.00	$100,000.00	11/4/2011	16	4500	2011

30 Items **$2,254,000.00**

Vehicle Rank Report Summary Legend:

Green	New: <= 25%
Blue	Ideal: 25% And <= 50%
Gold	Scheduled: 50% And <= 75%
Red	Critical: > 75% And <= 100%
Gray	Scrap: > 100%