

TRANSIT ASSIST MANAGEMENT PLAN FOR
TERRE HAUTE TRANSIT UTILITY (THTU)

OCTOBER 31, 2022

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. 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. Through research done to inform its 24th edition of the Conditions and Performance Report, U.S. DOT has found that as of 2016, an estimated 21 percent of buses and 10 percent of rail transit assets are in marginal or poor condition, with a backlog of \$105.1 billion in deferred maintenance and replacement. Transit agency customers, policymakers, and 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. These requirements have continued with the passage of the 2021 Bipartisan infrastructure Law. 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 individual and as a portfolio of asset 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 (101) or more vehicles in revenue service during peak regular service across all fixed route modes or in any on non-fixed 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 sub recipient under the 531 Rural Ares 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. The transit asset management framework has three categories of business processes:

1. **Asset Management Vision and Direction-** agency-wide processes that establish the organization-wide asset management policy and strategy and drive resource allocation
2. **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
3. **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

Terre Haute Transit Utility (THTU) 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:

1. **Asset Inventory:** The asset inventory is a register of capital assets that includes all assets for THTU direct or shared responsibility used in the provision of public transportation. There are four categories of assets: **Equipment**-Classified as non-revenue support-service vehicles. The threshold for equipment is in the amount of \$50,000 at the time purchase. Currently, there is no equipment more than \$50,000 and therefore, requirements for performance measures will not apply to THTU plan. **Rolling Stock**-Classified as revenue vehicles for public transportation. (automobiles, buses, cutaways, minivans, vans, and ferry boats). **Facilities**-Maintenance and administration facilities in which an agency has a direct or shared capital responsibility. **Infrastructure**-THTU is a Tier II agency and does not have infrastructure assets.
2. **Condition Assessment:** The Condition Assessment is the process of assessing and documenting the condition or remaining life of an asset. This provides an overall condition of equipment, rolling stock, and facilities for which THTU has direct or shared

responsibility. The condition assessment generates information at a level of detail to monitor capital assets.

THTU utilizes the following templates provided by FTA: TAM Plan Template, FTA’s standards for determining Useful Life Benchmark (ULB), and TAM Facility Performance Measure Reporting Guidebook.

THTU uses the guidance from FTA for ULB. FTA has provided guidance to determine the maximum age of an asset-or the point in which an asset enters the State of Good Repair (SGR) backlog. FTA defines the ULB as the expected lifecycle of a capital asset for a transit provider’s or the acceptable period of use in service. The ULB considers a provider’s unique operating environment such as geography and service frequency. For the purpose of this plan, THTU utilizes the default ULB as criteria in determining the rolling stock beyond the ULB

ROLLING STOCK:

USEFUL LIFE BENCHMARK:

<u>Rolling Stock</u>	<u>Useful Life Benchmark</u>
Automobiles, Minivans/Vans	8 years
Cutaways	10 years
Buses	14 years
Ferry Boats	42 years

An assessment of the current condition of the rolling stock is included as part of the asset Inventory table to assist in the development and analysis of THTU needs. The physical condition rating stated within the vehicle inventory summarizes the current condition of the inspected unit in a single qualitative rating based on the following definitions:

PHYSICAL CONDITION RATINGS FOR ROLLING STOCK

RATING DESCRIPTION	WORKING DEFINITION
Excellent	Brand new, no major problems exists, only routine preventative maintenance
Good	Elements are in good working order, Requiring only nominal or infrequent minor Repairs (greater than 6 months between minor repairs)

Fair	Requires frequent minor repairs (less than 6 months between repairs) or infrequent major repairs (greater than 6 months between major repairs)
Poor	Requires frequent major repairs (less than 6 months between major repairs)

Facilities: An assessment of the current condition of the facility is included as part of the asset inventory table to assist in the development and analysis of THTU’s needs. The Functional Condition rating stated within the inventory table summarizes the current condition of THTU’s inspected facility in a single qualitative rating based on the following definitions:

THE FUNCTIONAL CONDITION RATINGS FOR FACILITY

<u>Rating Description</u>	<u>Working Definition</u>
Excellent	The asset exceeds the reasonable requirement Based on its intended function
Good	The asset meets most reasonable requirements, but may have some less than optimum characteristics
Adequate	The asset has shortcomings in its ability to support its intended function but this does not significantly Impact transit performance

Substandard

The asset has shortcomings in its ability to support its intended function that are deemed to be below industry standards. These deficiencies impact the efficiency and or of the operation

3. Decision Support Tools

THTU's philosophy in keeping with the intent of the APTA recommended practice Transit Asset Management definition is to keep simple track through monitoring of resources, operational expenses, maintenance costs, rehabilitation and replacement needs while understanding and operating within the various fiscal constraints within THTU budgets. This monitoring and measurement allows a common sense approach when determining fiscal budgets and spending. Spending on replacement program assets in line with the replacement schedule keeping equipment in a state of good repair is also under fiscal constraints and is a standard that is currently measured by THTU.

State of Good Repair defined as "a condition in which assets are fit for the purpose of which they were intended". THTU's strategy for maintaining the fleet in a state of good repair is to replace all vehicles when they meet the end of their useful life (measured either in miles or in years) with Federal and local funds, which are allocated for that purpose.

Facilities are evaluated as to their state of good repair basis by maintenance staff under the direction of the Assistant Manager who report to the Transportation Director. Repairs, upgrades, required re-models and facility enhancements necessary to maintain all facilities in a state of good repair are schedules/bid as needed. Those activities requiring a competitive process are acquired/bid in compliance with the Board of Public Works. Each year THTU will allocate funding in its annual budget to cover facilities renewal, rehabilitation and general maintenance. Maintenance (includes preventive) for facilities and vehicles is performed by maintenance staff or independent contractors if staff is not qualified to perform or under warranty.

It is Terre Haute Transit Utility's policy to assess the current condition of all capital assets, determine the optimal condition of all assets; identify any changes needed to continue to maintain the transit system in a State of Good Repair and decide how to best balance and prioritize anticipated funds from all sources to improve asset conditions and achieve the best possible level of performance within those means.

Terre Haute Transit Utility identifies an asset as being in a State of Good Repair when the asset is in a condition sufficient to operate as intended without risking the safety of riders, staff, or the public, the condition of the asset does not limit or deny accessibility for any riders and the annual cost of maintaining the asset does not exceed the cost of acquiring and maintaining a replacement asset.

It is Terre Haute Transit Utility's goal to provide a high quality transit system within the City of Terre Haute that meets the needs of riders and provide a clean and efficient transportation option. THTU's goal to provide the best possible service to riders within current budgetary constraints. The overall trend with all of THTU operations is the focus placed on fiscal constraints. THTU currently deals with these constraints and will continue to deal with these constraints and will keep simple track through monitoring of resources, operational expenses, maintenance costs, rehabilitation and replacement needs while understanding and operating within the various fiscal constraints within THTU budget. This monitoring and measurement allows a common sense approach when determining fiscal budgets and spending. Spending on replacement program assets in line with the replacement schedule keeping equipment in a state is also under fiscal constraints and is a standard that is currently measured by THTU. THTU goal is to continue the State of Good Repair of its capital assets while staying with the fiscal constraints placed upon the organization through responsible budgeting of funding amounts and asset allocations. THTU will also monitor the replacement program versus the replacement schedule as it is also fiscally constrained.

THTU will monitor and manage all facilities, equipment, and rolling stock through reporting.

Performance measures are based on the monthly reporting of scheduled maintenance, preventative maintenance, pre- trip information, hours and mileage information, and other relevant information as reported each month. THTU has adopted the following measures to help maintain fiscal budget control of major expenditures while operating within yearly constraints.

- using a competitive contracting bid process through the public sector to ensure price competition using procurement regulations as guidance
- ensure replacement program cost against the replacement schedule to stay within fiscal constraints.
- ensure major expenses are dealt with first within existing fiscal constraints
- ensuring the current replacement schedule is reviewed and all items that can be funded within the fiscal constraints are completed
- reorganizing the order in which tasks within the replacement schedule are performed to meet fiscal constraints and keep the fleet in a state of good repair

Replacement schedule is determined on risk/need basis and is brought to the attention of Assistant Manager and appropriate disposition is determined and funding awarded for mitigation of risk/need. THTU has experienced success in careful and informed extension of its rolling stock through (preventative) maintenance policies, procedures, and evaluation.

4. Investment Prioritization

THTU ranking of capital assets is to achieve or maintain a state of good repair based on financial resources. The investment prioritization is to link information gained from the asset inventory, condition assessment, and the management. THTU's operation is the focus of fiscal constraints and currently deals with these constraints will continue to deal with these constraints.

Terre Haute Transit Utility identifies an asset as being in a State of Good Repair when the asset is in a condition sufficient to operate as intended without risking the safety of riders

staff, or the public, the condition of the asset does not limit or deny accessibility for any riders and the annual cost of maintaining the asset does not exceed the cost of acquiring and maintaining a replacement asset. Below THTU's capital assets age and ULB

BUS Year	AGE 2022	ULB	Exceed ULB 2022	Exceed ULB 2023	Exceed ULB 2024	Exceed ULB 2025	Exceed ULB 2026	Replacement Priority
35/2009	13	10	y	y	y	y	y	*
54/2014	8	10	n	n	n	y	y	3
58/2014	8	10	n	n	n	y	y	3
59/2014	8	10	n	n	n	y	y	3
61/2007	15	10	y	y	y	y	y	*
62/2015	7	10	n	n	n	y	y	3
63/2019	3	10	n	n	n	n	n	
64/2019	3	10	n	n	n	n	n	
65/2019	3	10	n	n	n	n	n	
66/2021	1	10	n	n	n	n	n	
67/2021	1	10	n	n	n	n	n	
ADA								
45/2011	11	10	y	y	y	y	y	*
60/2016	6	10	n	n	n	n	n	
68/2021	1	10	n	n	n	n	n	

All vehicles that will exceed their ULB in 2022 thru 2026 will receive a replacement prioritization.

*Beyond ULB but in fair condition to use as spare when a bus breaks down and will be replaced with another bus in fair condition when available

Ranking

1. Beyond ULB and in poor condition,
2. Not reached ULB and not under warranty, repairs
3. Beyond ULB and in good condition
4. Beyond ULB and in fair condition

Facility Inventory List

ID Name Year Condition Current Value

901 South 14 th Street	Bus Garage/Maintenance Facility	1975	Good	\$1,149,754
	Floor Lifts	1975	Good	\$65,000

LETTER OF UNDERSTANDING

Terre Haute Transit Utility's (THTU) general manger is designated as the ACCOUNTABLE EXECUTIVE for THTU's Transit Asset Management Plan and is responsible for approving and implementing the TAM plan.

Accountable Executive means that Debbie Hensley is the person who has ultimate responsibility for carrying out the safety management system of THTU; 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.

Accountable Executive Name Debbie Hensley
(Printed)

Accountable Executive Name Debbie Hensley
(Signature)

Date: 10-31-22

Terre Haute Transit Inventory, October 31, 2022
with Functional Condition Rating

No.	Year	Type	VIN	Status/Use	Mileage	Condition	VehicleType
35	2009	Azure Dynamics	5B4KPD2V073428427	Bus/spare	71,956	fair	CU
45	2011	Goshen Coach	1FD4E4FS9BDA05765	ADA/ spare	296,390	fair	CU
54	2014	F550 Goshen Coach	1FDGF5GT4FEA54368	Bus/outofservice*	242,805	good	CU
56	2014	F550 Goshen Coach	1FDGF5GT7FEA60584	Bus/active	312,061	good	CU
58	2014	F550 Goshen Coach	1FDGF5GT7FEA65347	Bus/active	311,921	poor	CU
59	2014	F550 Goshen Coach	1FDGF5GT5FEA60583	Bus/outofservice*	296,582	good	CU
60	2016	E350 Elkhart Coach	1FEFE4FS9GDC07156	ADA bus/active	189,863	good	CU
61	2007	E350 Workhorse	5B4KPD2V873427199	Bus/spare	48,220	fair	CU
62	2015	F550 Goshen Coach	1FDGF5ET9GEB08023	Bus/active	193,036	good	CU
63	2019	E450 Super Duty Cutwa	1FD4E4FS0KDC39051	Bus/active	120,752	excellent	CU
64	2019	E450 Super Duty Cutwa	1FD4E4FS4KDC39053	Bus/active	150,030	excellent	CU
65	2019	E450 Super Duty Cutwa	1FD4E4FSXKDC39056	Bus/active	117,439	excellent	CU
66	2021	Ford Econoline Comme	1FD4E4FN3MDC33404	Bus/active	34,199	excellent	CU
67	2021	Ford Econoline Comme	1FD4E4FN7MDC33406	Bus/active	65,412	excellent	CU
68	2021	Ford Econoline Comme	1FD4E4FN9MDC33407	ADA bus/active	38,745	excellent	CU

*out of service waiting for parts to come available. Availability of parts has become an issue and on going since Covid in 2020