

***Amarillo City Transit***  
***Transit Asset Management Plan***  
***October 1, 2022***



## **Acknowledgments**

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### Revision History

Agency Name:

Accountable Executive:

Original Effective Date:

| Last Modified By (Name):                    | Last Modified (Date): |
|---|-----------------------|
| Brianna Mills, Management Analyst           | 8/29/18               |
| Brianna Mills, Grant/Compliance Coordinator | 9/29/22               |
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## ***Mission***

To provide the Safe, Reliable and Cost-Effective Public Transportation services valued by Users, Non-users and Community Leaders.

## ***Introduction***

Amarillo City Transit (ACT) is an urban local government transit agency within the panhandle of Texas. ACT's service area is within the city limits of Amarillo west of Lakeside Drive. ACT services are available from 6:00 am until 7:00 pm, Monday through Saturday. ACT has a total of 68 (budgeted) staff responsible for daily operations but has been short staffed many years. ACT operates 28 revenue vehicles that have a radio, security cameras that record audio and video, a wheelchair lift, two forward facing wheelchair securement areas, similar seating capacity and perimeter seating. Since the spring of 2020 (COVID-19 pandemic), ACT has been operating a reduced service (Saturday schedule) and some routes have been combined and modified. Current operations require a total of 10 buses for 10 fixed routes and 2 on-call routes. A maximum of 11 buses are needed to operate ACT-Connect (paratransit service).

## ***Vision for the TAM Plan***

ACT hopes to achieve an efficient and effective methodology for keeping our assets in a state of good repair, thus providing reliable and efficient service. Also, ACT hopes to always maintain vehicles in good working condition minimizing the likely hood of road calls and missed trips. With the utilization of this Transit Asset Management Plan, Amarillo City Transit will have the opportunity to improve our resource allocation methods to ensure sustainability of its assets. This plan will allow for better decision making based upon more quantitative information, while still utilizing a qualitative approach.

Broader goals for the utilization of this plan include to be more cost efficient in our procurement of vehicles and improving the transit fleet to provide an enhanced customer experience. As well as keeping facilities in a constant state of good repair, to provide a suitable environment for customers and overall appearance and view of ACT. Amarillo City Transit would also like to increase productivity while reducing cost and find more innovative ways to achieve future growth and improve stakeholder communication.

## ***TAM Goals and Objectives***

### **Provide quality service**

In FY 2021/2022, ACT received 2 new support vehicles replacing 2 support vehicles that had surpassed their useful life. ACT is still waiting for the arrival of 1 new maintenance truck that will replace 1 maintenance truck that has surpassed its useful life. In 2021, ACT replaced 10 Eldorado cutaway vans that surpassed their useful life with 10 Ford Challenger vans. In 2020, ACT acquired six 35-foot Gillig buses for fixed route. One way this purchase provides better service is the elimination of the use of lifts to load wheelchairs, instead the bus kneels then a ramp is deployed which minimizes the time spent to board wheelchairs and increase safety.

To provide quality service long-term, ACT plans to eventually replace all fixed route cutaways. The replacement of the maintenance service truck will increase the quality of service provided because it will be a more efficient means to respond to road calls when needed in an effort to keep buses safely in operation.

### **Increase safety**

To increase safety, ACT will improve and increase safety training and awareness. Also, to continually increase safety, ACT will continue to implement safety best practices throughout the department.

## ***TAMP Elements***

Developing an asset management plan encompasses many of the basic steps in implementing an asset management approach. An asset management plan describes the physical assets that a transit agency owns and/or maintains, their existing condition, the strategy used for investing in those assets, the transit agency's plan for future asset rehabilitation and replacement, and how assets relate to levels and the quality of services that agencies provide. The TAMP covers four years, and will be updated at least every two years, or as needed.

The TAMP contents and structure is as follows:

1. An asset inventory for all assets used in the provision of public transportation.
2. A condition assessment of all assets
3. A management approach to preserve and replace assets
4. Investment prioritization to accomplish the management targets.

## ***State of Good Repair (SGR) Standards Policy***

According to 49 CFR Part 625.41, standards for measuring the condition of capital assets: A capital asset is in a state of good repair if it meets the following objective standards:

- (a) The capital asset is able to perform its designed function;
- (b) The use of the asset in its current condition does not pose an identified unacceptable safety risk; and
- (c) The life-cycle investment needs of the asset have been met or recovered, including all scheduled maintenance, rehabilitation, and replacements

ACT's State of Good Repair policy directly coincides with our mission, which is to "to provide the Safe, Reliable and Cost Effective Public Transportation services valued by Users, Non-users and Community Leaders." ACT's State of Good Repair policy is designed to allow us to "set appropriate targets, benchmark progress over time, and provide direction and guidance in the prioritization of capital improvements and maintenance."

Amarillo City Transit is in a SGR if it exhibits the following characteristics:

- Safety: Transit vehicles are well maintained and replaced before their condition deteriorates to the point of presenting a safety risk.
- Quality Transit: Transit vehicles meet customer expectations for comfort and reliability.

In order to carry out this plan it is imperative that everyone do their assigned duties and understand what is expected of them. It is expected that everyone understands the importance and purpose of our Transit Asset Management Plan, and ultimately what is hoped to be achieved in the implementation of it.

### ***SGR Performance Measures & Targets:***

The following are ACT's current performance measures, which is also the minimum standard for transit operators outlined in 49 USC 625 Subpart D:

***Rolling Stock:*** The percentage of revenue vehicles (by type) that exceed the useful life benchmark (ULB).

***Equipment:*** The percentage of non-revenue service vehicles (by type) that exceed the ULB.

***Facilities:*** The percentage of facilities (by group) that are rated less than 3.0 on the Transit Economic Requirements Model (TERM) Scale.

In the future as ACT continues to grow and develop, ACT will more accurately track the performance of capital assets throughout their entire life cycle by adding performance measures in addition to the minimum required standard.

## SECTION 1: ASSET INVENTORY PORTFOLIO

### Rolling Stock

Rolling stock is defined in the Buy America regulations (49 CFR Part 661.3) as: "transit vehicles such as buses, vans, cars, railcars, locomotives, trolley cars and buses, and ferry boats, as well as vehicles used for support services." ACT does not utilize or operate any third-party rolling stock assets. Circular 5010 – Grant Management Requirements, Chapter IV requires the following data fields to be maintained for each rolling stock and equipment asset acquired with federal funds:

- a) Asset Description
- b) Identification number
- c) Ownership
- d) Source of funding and Percentage of Federal
- e) Acquisition Date
- f) Asset Cost
- g) Location
- h) Use and Condition
- i) Useful Life
- j) Disposition Data

As of FY 21/22, ACT operates a total of 28 buses and only 1 bus has surpassed its useful life. The following is the inventory for ACT total fleet of rolling stock:

| Asset Class | Asset Name | Make     | Model      | ID/Serial No.     | Asset Owner | Age (Yrs) | Mileage 9-15-22 |
|-------------|------------|----------|------------|-------------------|-------------|-----------|-----------------|
| CU-Cutaway  | 9005       | Champion | Challenger | 1FDFE4FNXNDC03141 | ACT         | 1         | 50,293          |
| CU-Cutaway  | 9006       | Champion | Challenger | 1FDFE4FN1NDC03139 | ACT         | 1         | 50,363          |
| CU-Cutaway  | 9007       | Champion | Challenger | 1FDFE4FN2NDC03134 | ACT         | 1         | 45,880          |
| CU-Cutaway  | 9008       | Champion | Challenger | 1FDFE4FN3NDC03143 | ACT         | 1         | 29,783          |
| CU-Cutaway  | 9009       | Champion | Challenger | 1FDFE4FN6NDC03136 | ACT         | 1         | 51,994          |
| CU-Cutaway  | 9010       | Champion | Challenger | 1FDFE4FN4NDC03135 | ACT         | 1         | 51,043          |
| CU-Cutaway  | 9011       | Champion | Challenger | 1FDFE4FN1NDC03142 | ACT         | 1         | 42,815          |
| CU-Cutaway  | 9012       | Champion | Challenger | 1FDFE4FN8NDC03137 | ACT         | 1         | 53,604          |
| CU-Cutaway  | 9013       | Champion | Challenger | 1FDFE4FNXNDC03138 | ACT         | 1         | 52,604          |
| CU-         | 9014       | Champion | Challenger | 1FDFE4FN8NDC03140 | ACT         | 1         | 50,361          |

|            |      |          |              |                   |     |    |         |
|------------|------|----------|--------------|-------------------|-----|----|---------|
| Cutaway    |      |          |              |                   |     |    |         |
| CU-Cutaway | 8870 | Champion | LF Transport | 1DFFE4FSXBDA29587 | ACT | 12 | 114,098 |
| BU-Bus     | 8874 | Gillig   | Low Floor    | 15GGB2718L3195180 | ACT | 2  | 87,044  |
| BU-Bus     | 8875 | Gillig   | Low Floor    | 15GGB2718L3195181 | ACT | 2  | 12,428  |
| BU-Bus     | 8876 | Gillig   | Low Floor    | 15GGB2718L3195182 | ACT | 2  | 66,862  |
| BU-Bus     | 8877 | Gillig   | Low Floor    | 15GGB2718L3195183 | ACT | 2  | 79,039  |
| BU-Bus     | 8878 | Gillig   | Low Floor    | 15GGB2718L3195184 | ACT | 2  | 82,660  |
| BU-Bus     | 8879 | Gillig   | Low Floor    | 15GGB2718L3195185 | ACT | 2  | 54,724  |
| CU-Cutaway | 8427 | Champion | Aero Elite   | 4UZADRDT2HCJA3326 | ACT | 6  | 218,357 |
| CU-Cutaway | 8428 | Champion | Defender     | 4UZADRDT4HCJA3327 | ACT | 6  | 210,967 |
| CU-Cutaway | 8429 | Champion | Defender     | 4UZADRDT8HCJA3329 | ACT | 6  | 200,543 |
| CU-Cutaway | 8430 | Champion | Defender     | 4UZADRDT6HCJA3328 | ACT | 6  | 205,708 |
| CU-Cutaway | 8431 | Champion | Defender     | 4UZADRDT5HCJA5684 | ACT | 6  | 205,621 |
| CU-Cutaway | 8432 | Champion | Defender     | 4UZADRDT3HCJA5683 | ACT | 6  | 204,788 |
| CU-Cutaway | 8433 | Champion | Defender     | 4UZADRDT1HCJA5682 | ACT | 6  | 202,649 |
| CU-Cutaway | 8434 | Champion | Defender     | 4UZADSDT0HCJB1254 | ACT | 6  | 221,947 |
| CU-Cutaway | 8435 | Champion | Defender     | 4UZADSDT9HCJB1253 | ACT | 6  | 218,934 |
| CU-Cutaway | 8437 | Champion | Defender     | 4UZADSDT5HCJB1251 | ACT | 6  | 213,287 |
| CU-Cutaway | 8438 | Champion | Defender     | 4UZADSDT7HCJB1252 | ACT | 6  | 222,158 |

## Equipment

According to the FTA, equipment is all non-revenue service vehicle or a non-vehicle equipment asset with an acquisition value of \$50,000 or more. Equipment includes non-revenue service vehicles that are primarily used to support maintenance and repair work for a public transportation system, supervisory work, or for the delivery of materials, equipment, or tools. ACT does not utilize or operate any third-party non-revenue service vehicle equipment assets.

### Equipment: Non-Revenue Service Vehicles

ACT operates 9 non-revenue service vehicles in its daily operations - 5 pickup trucks, 1 SUV, and 3 sedans. In 2021, ACT purchased 1 SUV, 1 sedan, and 1 pickup truck. In 2022, ACT is still waiting for the arrival of the pickup truck that will replace 1 pickup truck (6740) which has



surpassed its useful life. Due to manufacturing issues, the wait time is more than initially expected.

ACT does not own any piece or set of equipment that costs over \$50,000. Circular 5010 – Grant Management Requirements, Chapter IV requires the following data fields to be maintained for each rolling stock and equipment asset acquired with federal funds:

- k) Asset Description
- l) Identification number
- m) Ownership
- n) Source of funding and Percentage of Federal
- o) Acquisition Date
- p) Asset Cost
- q) Location
- r) Use and Condition
- s) Useful Life
- t) Disposition Data

| Asset Portfolio |            |       |       |                   |             |           |                 |
|-----------------|------------|-------|-------|-------------------|-------------|-----------|-----------------|
| Asset Class     | Asset Name | Make  | Model | ID/Serial No.     | Asset Owner | Age (Yrs) | Mileage 9-15-22 |
| Support Vehicle | 9147       | Ford  | SUV   | 1FM5k8FW8NNA01199 | ACT         | 0         | 4,300           |
| Support Vehicle | 9151       | Chevy | SEDAN | 1G1ZD5ST3NF109419 | ACT         | 0         | 797             |
| Support Vehicle | 5929       | Ford  | P/U   | 1FDWF36F6YEB36634 | ACT         | 23        | 44,067          |
| Support Vehicle | 7098       | Ford  | SEDAN | 1FAHP24W48G185896 | ACT         | 15        | 125,818         |
| Support Vehicle | 7148       | Ford  | P/U   | 1FDWF36578EE54429 | ACT         | 15        | 50,130          |
| Support Vehicle | 7314       | Ford  | Sedan | 3FAHPOGA2BR191216 | ACT         | 12        | 76,758          |
| Support Vehicle | 7696       | Ford  | P/U   | 1FTMF1EM5DKE67149 | ACT         | 10        | 49,831          |
| Support Vehicle | 7848       | Ford  | P/U   | 1FTMF1EM1EKD12440 | ACT         | 9         | 49,014          |
| Support Vehicle | 6740       | Chevy | P/U   | 1GBJC34496E236415 | ACT         | 17        | 145,952         |

## Facilities

Facilities are any structure used in providing public transportation where the Authority owns and has a direct capital responsibility. ACT currently oversees three facilities. One facility includes the administrative, maintenance, and parking garage. The other facilities include one

transfer station and one bus wash. The following required data fields are maintained for each facility asset:

- a) Asset Ownership
- b) Asset Description/Name
- c) Location
- d) Asset Type
- e) Facility Size
- f) Age/Year Built
- g) Reported Condition
- h) Number of Parking Spaces

| Asset Class                            | Asset Name                             | Address                                 | Asset Owner | Age (Yrs) | Sq Ft  | # of Parking Spaces |
|--|--|---|-------------|-----------|--------|---------------------|
| Transit Offices & Maintenance Facility | Transit Offices & Maintenance Facility | 801 S.E. 23rd Ave., Amarillo, TX 79105  | ACT         | 41        | 30,620 | 17                  |
| Transfer Station                       | Transfer Station                       | 219 S. Fillmore St., Amarillo, TX 79101 | ACT         | 20        | 1,290  | n/a                 |
| Bus Wash                               | Bus Wash                               | 800 S.E. 23rd Ave., Amarillo, TX 79105  | ACT         | 44        | 1,170  | n/a                 |

## SECTION 2: ASSET CONDITION ASSESSMENT

The condition assessment is a systematic process of inspecting and evaluating the visual and/or measured condition of your assets. A well-established condition assessment process can help predict failure, identify unacceptable safety risks, initiate an evaluation of their root causes, and integrate directly with proactive planning for the investments required to maintain good performance on your most critical assets.

To be sufficiently detailed to monitor performance and plan capital investments appropriately, ACT assesses the condition of its assets annually.

## Rolling Stock

Rolling stock condition assessments are conducted annually. Currently, condition is solely based upon the vehicle ULB. The following table is a list of all rolling stock ACT owns and is responsible for. At the time of this writing ACT owns and operates a total of 28 rolling stock (revenue vehicles), of which 3.6% (1 vehicle) has surpassed its ULB.

| Asset Condition |            |                   |           |                        |                             |                            |
|-----------------|------------|-------------------|-----------|------------------------|-----------------------------|----------------------------|
| Asset Class     | Asset Name | ID/Serial No.     | Age (Yrs) | Replacement Cost/Value | Useful Life Benchmark (Yrs) | Past Useful Life Benchmark |
| CU-Cutaway      | 9005       | 1FD4E4FNXNDC03141 | 1         | \$85,000.00            | 10                          | No                         |
| CU-Cutaway      | 9006       | 1FD4E4FN1NDC03139 | 1         | \$85,000.00            | 10                          | No                         |
| CU-Cutaway      | 9007       | 1FD4E4FN2NDC03134 | 1         | \$85,000.00            | 10                          | No                         |
| CU-Cutaway      | 9008       | 1FD4E4FN3NDC03143 | 1         | \$85,000.00            | 10                          | No                         |
| CU-Cutaway      | 9009       | 1FD4E4FN6NDC03136 | 1         | \$85,000.00            | 10                          | No                         |
| CU-Cutaway      | 9010       | 1FD4E4FN4NDC03135 | 1         | \$85,000.00            | 10                          | No                         |
| CU-Cutaway      | 9011       | 1FD4E4FN1NDC03142 | 1         | \$85,000.00            | 10                          | No                         |
| CU-Cutaway      | 9012       | 1FD4E4FN8NDC03137 | 1         | \$85,000.00            | 10                          | No                         |
| CU-Cutaway      | 9013       | 1FD4E4FNXNDC03138 | 1         | \$85,000.00            | 10                          | No                         |
| CU-Cutaway      | 9014       | 1FD4E4FN8NDC03140 | 1         | \$85,000.00            | 10                          | No                         |
| CU-Cutaway      | 8870       | 1FD4E4FSXBDA29587 | 12        | \$85,000.00            | 10                          | Yes                        |
| BU-Bus          | 8874       | 15GGB2718L3195180 | 2         | \$450,000.00           | 14                          | No                         |
| BU-Bus          | 8875       | 15GGB2718L3195181 | 2         | \$450,000.00           | 14                          | No                         |
| BU-Bus          | 8876       | 15GGB2718L3195182 | 2         | \$450,000.00           | 14                          | No                         |
| BU-Bus          | 8877       | 15GGB2718L3195183 | 2         | \$450,000.00           | 14                          | No                         |
| BU-Bus          | 8878       | 15GGB2718L3195184 | 2         | \$450,000.00           | 14                          | No                         |
| BU-Bus          | 8879       | 15GGB2718L3195185 | 2         | \$450,000.00           | 14                          | No                         |
| CU-Cutaway      | 8427       | 4UZADRDT2HCJA3326 | 6         | \$170,000.00           | 10                          | No                         |
| CU-Cutaway      | 8428       | 4UZADRDT4HCJA3327 | 6         | \$170,000.00           | 10                          | No                         |
| CU-Cutaway      | 8429       | 4UZADRDT8HCJA3329 | 6         | \$170,000.00           | 10                          | No                         |
| CU-Cutaway      | 8430       | 4UZADRDT6HCJA3328 | 6         | \$170,000.00           | 10                          | No                         |
| CU-Cutaway      | 8431       | 4UZADRDT5HCJA5684 | 6         | \$170,000.00           | 10                          | No                         |
| CU-Cutaway      | 8432       | 4UZADRDT3HCJA5683 | 6         | \$170,000.00           | 10                          | No                         |
| CU-Cutaway      | 8433       | 4UZADRDT1HCJA5682 | 6         | \$170,000.00           | 10                          | No                         |
| CU-Cutaway      | 8434       | 4UZADSOTHCJB1254  | 6         | \$190,000.00           | 10                          | No                         |
| CU-Cutaway      | 8435       | 4UZADSOT9HCJB1253 | 6         | \$190,000.00           | 10                          | No                         |
| CU-Cutaway      | 8436       | 4UZADSOT3HCJB1250 | 6         | \$190,000.00           | 10                          | No                         |
| CU-Cutaway      | 8437       | 4UZADSOT5HCJB1251 | 6         | \$190,000.00           | 10                          | No                         |
| CU-Cutaway      | 8438       | 4UZADSOT7HCJB1252 | 6         | \$190,000.00           | 10                          | No                         |

## Equipment

Equipment condition assessments are conducted annually. ACT does not own or have direct capital responsibility for any equipment which acquisition value more than \$50,000, but ACT does own non-revenue service vehicles.

Currently, condition is solely based upon the vehicle ULB. The following table is a list of all equipment ACT owns and is responsible for. At the time of this writing ACT owns a total of 9 vehicles, of which 56% (5 vehicles) has surpassed their ULB.

| Asset Condition |            |                   |           |                        |                             |                            |
|-----------------|------------|-------------------|-----------|------------------------|-----------------------------|----------------------------|
| Asset Class     | Asset Name | ID/Serial No.     | Age (Yrs) | Replacement Cost/Value | Useful Life Benchmark (Yrs) | Past Useful Life Benchmark |
| Support Vehicle | 9147       | 1FM5k8FW8NNA01199 | 0         | \$30,000.00            | 8                           | No                         |
| Support Vehicle | 9151       | 1G1ZD5ST3NF109419 | 0         | \$50,000.00            | 8                           | No                         |
| Support Vehicle | 5929       | 1FDWF36F6YEB36634 | 23        | \$30,000.00            | 14                          | Yes                        |
| Support Vehicle | 7098       | 1FAHP24W48G185890 | 15        | \$16,500.00            | 8                           | Yes                        |
| Support Vehicle | 7148       | 1FDWF36578EE54429 | 15        | \$23,500.00            | 14                          | Yes                        |
| Support Vehicle | 7314       | 3FAHPOGA2BR191216 | 12        | \$30,000.00            | 8                           | Yes                        |
| Support Vehicle | 7696       | 1FTMF1EM5DKE67149 | 10        | \$19,000.00            | 14                          | No                         |
| Support Vehicle | 7848       | 1FTMF1EM1EKD12440 | 9         | \$19,500.00            | 14                          | No                         |
| Support Vehicle | 6740       | 1GBJC23U96E236415 | 17        | \$30,000.00            | 14                          | Yes                        |

## Facilities

Facility condition assessments are conducted annually. ACT has direct capital responsibility for three facilities: Transit Offices & Maintenance Facility, Transfer Station, and Bus Wash.

Currently, ACT is working on constructing a new transfer station which will replace the current transfer station that scored less 3.0 on the TERM scale. This is expected to be completed by late 2023.

| Asset Class                       | Asset Name                        | Age (Yrs) | TERM Scale Condition | Past Useful Life Benchmark |
|-----------------------------------|-----------------------------------|-----------|----------------------|----------------------------|
| Transit Offices & Maint. Facility | Transit Offices & Maint. Facility | 41        | 3.9                  | No                         |
| Transfer Station                  | Transfer Station                  | 16        | 2.6                  | Yes                        |
| Bus Wash                          | Bus Wash                          | 40        | 3.0                  | No                         |

When conducting a facility assessment, the *TAM Facility Performance Measure Reporting Guidebook: Condition Assessment Calculation* is used as guidance. Attachment A, (from this guidance), *Appendix B: Condition Rating Descriptions* should be used for reference when rating under the TERM scale. Facility condition assessment should be conducted annually in August or September, according to the following steps:

1. Identify facility rating levels
2. Conduct assessment – TERM scale
3. Aggregate results
4. Calculate performance measures using the Median Value Method
5. Document and report the condition assessments

See Appendix A for the form that will be used for each facility condition assessment annually.

The following is the TERM scale, per FTA that will be used:

| TERM Rating | Description  |
|-------------|--|
| Excellent   | New construction, no visible defects.  |
| Good        | Minor improvement or superficial repairs needed, can be addressed through routine maintenance. No significant visible damage such as cracking, spalling, sagging, rust, or shifting.   |
| Adequate    | Needs some repair. There may be surface cracking, rust, shifting, and spalling on elements. Insulation or drainage may need maintenance. Substructure is cosmetically “fair” and functioning as designed; within useful life.  |
| Marginal    | Elements need extensive repair at a minimum. They show signs of significant cracking, sagging, rust, shifting, and spalling / decay. Significant insulation or drainage issues may be present. There are no apparent safety issues, however. Elements are functional but have exceeded their useful lives. |

Poor

Elements show critical defects affecting function, health, or safety. They are visibly in poor condition. They cannot be repaired; must be replaced. They have exceeded their useful life and warrant structural review.

Once all levels are rated the results should be aggregated using the median value. The condition rating of each level must be determined, and then the TERM scores should be sorted in ascending order. When there is an odd number of a value, the median is the value that falls in the middle of the list. When there is an even number of values, choose the lower of the two middle values since that is the condition rating that at least 50% are at or below.

For instance, if 50% of the secondary level have a TERM rating of 2, 30% have a TERM rating of 3, and 20% have a TERM rating of 4, then the aggregated rating would be 2, as over half of the secondary level have a rating of 2 or less. Note that the median in this case is not an average, or mean value, meaning that you do not take the individual value of each number into account.

Once results are formulated it should be documented and ready to be reported accordingly.

### **SECTION 3: Management Approach**

#### **Decision Support:**

| <b>Process/Tool</b>          | <b>Brief Description</b>   |
|------------------------------|--|
| Performance Measures/Targets | With this TAM plan, ACT has begun to use performance measures and targets to support decision-making, such as project selection and prioritization. But prior to this ACT did not have any processes or tools in relation to this. |
| Inventory List               | ACT has an inventory list of all rolling stock, equipment, and facilities that is updated as needed which new information such as acquisitions, disposals, and conditions.   |
| Annual Budget                | ACT's performance measures/targets are included in the budget process.   |

**Investment Prioritization Process:**

Amarillo City Transit will take into consideration each year the conditions of the assets, evaluate the needs of the organizations, and prioritize with emphasis on keeping assets in a state of good repair. ACT will continue to emphasize the importance of providing a safe and efficient transit system. ACT will continue to evaluate cost allocation process from year to year to compare asset needs versus or capital funding available. This transit asset management plan will allow Amarillo City Transit to implement new strategies and asset training techniques that can alleviate conflict between need versus availability.

**Risk Management:**

| <b>Risk</b>                                  | <b>Mitigation Strategy</b>   |
|--|--|
| Loss of significant amounts of federal funds | Decrease dependence on federal funds for capital                           |
| Rolling Stock Failure                        | Replace buses and improve preventative maintenance measures and procedures |

**Maintenance Strategy:**

**How does your agency address unplanned maintenance needs?**

Whenever there is an issue with a bus, ACT attempts to diagnose the issue as soon as possible. If a bus breaks down while on route, ACT brings the bus to its maintenance shop to diagnose the problem and uses diagnostic equipment (if needed). When the issue is determined, ACT would address the issue by replacing the part, outsourcing, or taking some other type of action. ACT usually only outsources for warranty work and transmission work.

Also, depending on the issue, if there is a particular issue with a few buses in a series of bus, ACT usually acts proactively and addresses this issue on the other buses. For example, usually when a part needs to be replaced on a bus it will soon need to be replaced on the other buses in the same series. This is when ACT would replace the part on the other buses in the same series before the part fails.

**Overhaul Strategy:**

Instead of doing overhauls, ACT’s strategy is to do engine replacements with remanufactured engines. Overhauls that have been done in the past have been more timely and costly to do than replacing the engine.

**Disposal Strategy:**

Once a vehicle is no longer in a state of good repair, ACT goes through the City of Amarillo Purchasing department for the disposal of the asset. Purchasing sends Amarillo City Transit a disposal form to fill out, which is a list of the items that need to be disposed of. ACT then sends this form back the Purchasing Department for their approval. After they approve, Purchasing informs ACT when and where the asset(s) will be disposed of.

**Acquisition and Renewal Strategy:**

Once the need is determined and funding is available then the procurement process is initiated. Generally, the life cycle of an asset is used as a guide of when to plan to dispose of an asset. This gives a general idea of when to plan for the replacement of an asset.

| Asset Category/Class     | Acquisition and Renewal Strategy   |
|--------------------------|--|
| All fixed route cutaways | ACT plans to eventually replace all 8400 series cutaways with more fitting vehicles for fixed route or for possible micro-transit service in the future. |
| Service vehicles         | ACT plans to replace one maintenance truck in the near future and replace the other service vehicles in the future as needed.                            |

**SECTION 5: Investment Prioritization**

**Proposed Investments:**

| Project Year | Project Name               | Asset/Asset Class | Cost                | Priority |
|--------------|----------------------------|-------------------|---------------------|----------|
| 2022-2024    | Purchase 6 Challenger Vans | Cutaway           | Approx. - \$535,000 | High     |



|           |                     |         |     |      |
|-----------|---------------------|---------|-----|------|
| 2024-2027 | Replace 8400 Series | Cutaway | TBD | High |
|-----------|---------------------|---------|-----|------|

**Appendix A**

| Facility Condition Assessment |                         |            |                  |                    |            |
|-------------------------------|-------------------------|------------|------------------|--------------------|------------|
| Facility Name                 |                         |            |                  |                    |            |
| <b>Date:</b>                  |                         |            |                  |                    |            |
| <b>Inspector 1:</b>           |                         |            |                  |                    |            |
| <b>Inspector 2:</b>           |                         |            |                  |                    |            |
| Component                     | Sub-components          | 1-5 Rating | Fire Protection  | Sprinklers         | 1-5 Rating |
| Substructure                  | Foundation              |            |                  | Standpipes         |            |
|                               | Basement                |            |                  | Hydrants           |            |
| Shell                         | Superstructure          |            | Electrical       | Distribution       |            |
|                               | Roof                    |            |                  | Wiring             |            |
|                               | Exterior                |            |                  | Communications     |            |
|                               | Shell appurtenances     |            |                  | Other              |            |
| Interiors                     | Partitions              |            | Equipment        |                    |            |
|                               | Stairs                  |            | Site             | Roadways/driveways |            |
|                               | Finishes                |            |                  | Signage            |            |
| Conveyance                    | Elevators               |            |                  | Parking Lots       |            |
|                               | Escalators              |            | Pedestrian Areas |                    |            |
|                               | Lifts                   |            | Fences/Walls     |                    |            |
| Plumbing                      | Fixtures                |            |                  | Landscaping        |            |
|                               | Water Distribution      |            |                  | Site Utilities     |            |
|                               | Sanitary Waste          |            |                  |                    |            |
|                               | Rain water drainage     |            |                  |                    |            |
| HVAC                          | Energy supply           |            |                  |                    |            |
|                               | Generation/distribution |            |                  |                    |            |
|                               | Controls                |            |                  |                    |            |
|                               | Chimneys/vents          |            |                  |                    |            |

Does any portion of the facility pose an immediate safety risk?

If yes, please describe the risk and attach photos of the risk?

Write any additional comments about the facility.