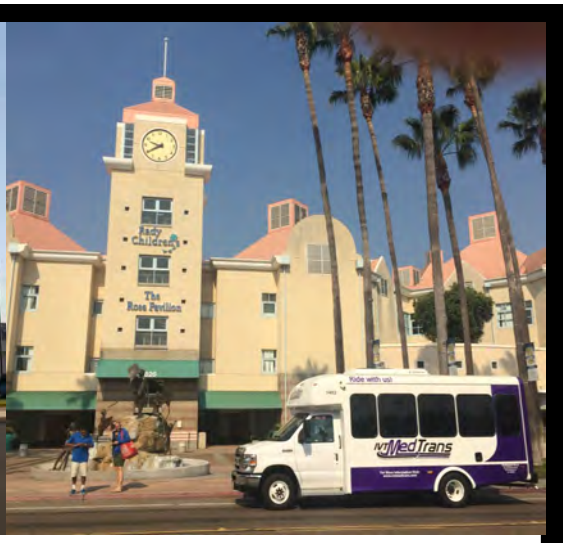
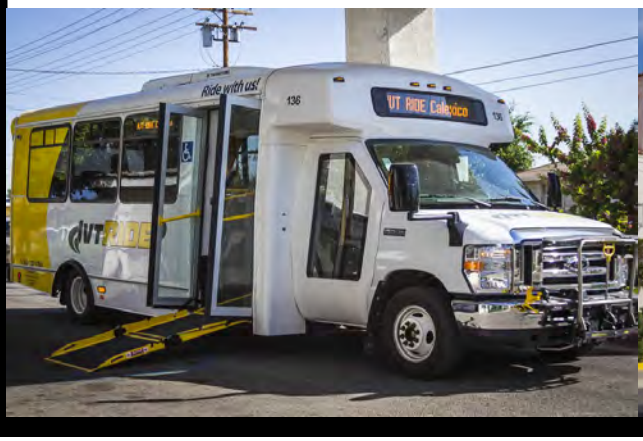
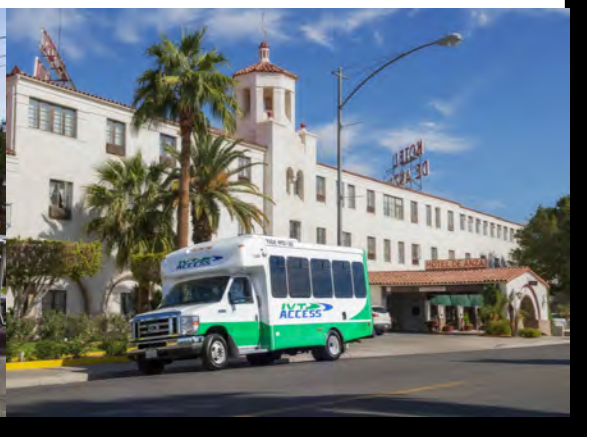


The Imperial County Transportation Commission (ICTC)

Transit Asset Management Plan FY 2018-19 - FY 2022-23





Mark Baza, Executive Director
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IMPERIAL COUNTY TRANSPORTATION COMMISSION

Approval by Agency Accountable Executive

Transit Asset Management Plans are required for all Federal Transit Administration grantees per MAP-21 legislation. Moreover, developing a transit asset management plan is good business management. The benefits from enhanced asset management practices and can include improved system safety and reliability, reduced costs, improved customer service, and optimized resource allocation.

The Imperial County Transportation Commission Transit Asset Management (TAM) Plan, outlines the policies, processes and procedures to improve asset management practices over the next five years. I am the agency's Accountable Executive:

Mark Baza, Executive Director — Date: 9/28/18

Acknowledgements

Imperial County Transportation Commission

Luis Plancarte, Supervisor District #2, County of Imperial, Chairman

George Nava, City of Brawley, Councilmember

Lewis Pacheco, City of Calexico, Councilmember

Maria Nava-Froelich, City of Calipatria, Councilmember

Cheryl Villegas-Walker, City of El Centro, Councilmember

Jim Predmore, City of Holtville, Councilmember

Robert Amparano, City of Imperial, Councilmember

Larry Ritchie, City of Westmorland, Councilmember

Ryan Kelley, Supervisor District #4, County of Imperial

California Department of Transportation (Caltrans District 11)

ICTC would also like to acknowledge our contracted transit providers who provide the leadership and support to promote transit asset management and state of good repair at the Imperial Valley Transit branded services; Imperial Valley Transit, IVT – ACCESS, IVT RIDE and IVT MedTrans. We look forward to working with our transit providers in the future as we implement this Plan and address the asset management requirements of MAP-21.

Table of Contents

I. Agency Overview

ICTC is the regional transportation planning agency (RTPA) and public transit agency for the Imperial Valley region. ICTC builds consensus, makes strategic plans, obtains and allocates resources, and provides information on a broad range of topics pertinent to the Imperial Valley region's transportation services and infrastructure.

ICTC is an independent agency, created by California Senate Bill 607 (Ducheny). The Commission is composed of City council members and county supervisors from each of the region's eight (8) local governments and the Imperial Irrigation District (IID). Membership includes the cities of Brawley, Calipatria, Calexico, El Centro, Holtville, Imperial, Westmorland, the County of Imperial and the Imperial Irrigation District (IID).

The region of the Imperial Valley contains approximately 4,598 square miles. Agriculture is the second largest industry, behind employment in the government sector. Most of the area's geography is flat, at or below sea level. The climate is described as arid desert with summer temperatures reaching 115° Fahrenheit. Public transit includes operations under high heat conditions in the desert environment in the summer months. This has a direct impact on the useful life benchmarks used in the plan.

The region has been declared to be under the *Urban Bus Fleet Rule* and the *Transit Fleet Rule* by the California Air Resources Board. In 2004, ICTC examined the use of alternative fuel for the transit systems. ICTC selected the ultra-low sulfur diesel fuel path for fixed route and paratransit service operations.

ICTC is responsible for; the administration and oversight of the regional public transit services, short and long range transit planning activities. Documents regarding administrative and planning activities can be located at www.imperialctc.org.

ICTC administers third party contracts for the operation of the inter-city regional and intra-city circulator public bus systems, as well as the intra-city paratransit systems. As of 2018, there are currently four (4) public subsidized transit operations in the Imperial Valley area. All are turnkey transit operations operated under service contracts with a private for-profit operator.

1. Imperial Valley Transit (IVT) – intercity fixed route bus system
2. IVT Access – ADA intercity paratransit system
3. IVT RIDE – intracity paratransit for seniors 55 years of age and older and persons with disabilities.
4. IVT MedTrans – non-emergency transportation to medical facilities in San Diego for transit dependent and persons with disabilities

II. Introduction

ICTC has developed this plan in accordance with The Federal Transit Administration's (FTA) final rule on Transit Asset Management (49 CFR Part 625 Subpart C).

ICTC is considered a Tier II provider. Tier II providers are defined as those that:

(1) Are subrecipients of FTA 5311 grant funds
(2) Are an American Indian Tribe
(3) Have 100 or fewer revenue vehicles in peak, scheduled, fixed route service, or
(4) Have 100 or fewer vehicles in one non fixed route service

ICTC is (1) a subrecipient of FTA 5311 grant funds. In addition, ICTC (3) has 100 or fewer revenue vehicles in peak, scheduled, fixed route service, as well as, (4) has 100 or fewer revenue vehicles in one non fixed route service.

An "asset" is something that has potential or actual value to an organization. The value will vary between different organizations and their stakeholders. Value can be tangible or intangible, financial or non-financial. (International Standard ISO 55001:2014)

Therefore, asset management is a process of resource allocation, optimization and utilization. It requires reliable, accurate information and technology to support efficient management.

The FTA defines Transit Asset Management (TAM) as: A business model that uses the condition of the transportation assets to guide the optimal prioritization of funding at transit properties in order to keep our transit networks in a State of Good Repair (SGR).

The FTA Definition of '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.

Documents that facilitate the development of the TAM Plan include:

(1) Annual Inspection Checklists
(2) Original Equipment Manufacturer (OEM) manual
(3) Warranty information for asset type
(4) Fleet Management documentation
(5) Preventative Maintenance Schedules
(6) Work requests (information on defects, faults or other unplanned maintenance)
(7) Annual third party Maintenance Audits

III. Transit Asset Management Plan (TAMP) Elements

As a Tier II public transportation provider, ICTC has developed and implemented a TAMP containing the following elements:

(1) Asset Inventory Portfolio: An inventory of the number and type of capital assets to include: Rolling Stock, Facilities, and Equipment.

(2) Asset Condition Assessment: A condition assessment of those inventoried assets for which ICTC has direct ownership and capital responsibility.

(3) Decision Support Tools & Management Approach: A description of the analytical processes and decision-support tools that ICTC uses to estimate capital investment needs over time, and develop its investment prioritization.

(4) Investment Prioritization: Project-based prioritization of investments.

VI. Asset Management Roles and Responsibilities

Overall Responsibility: The Executive Director has overall responsibility for the oversight of the development and implementation, as well as, reporting to the Commission on the status of the plan and associated assets for ICTC.

Day to Day Responsibility: The lead responsibility for the daily asset management, asset reporting and updates to the TAMP including oversight of contactors who operate equipment is within the Regional Transit Planning and Operations Program and performed by the Transit Program Manager.

V. Asset Management Policy, Goals and Objectives

Policies

The first step in the development of ICTC TAMP's goals and objectives, is the review of ICTC's vision and mission statement for delivery of public transit services.

ICTC's vision for the public transit system is …

> "To improve the quality of life for the residents of Imperial County through a coordinated, accessible, affordable and efficient countywide transportation system."

ICTC's mission statement for the public transit system is …

> "The transit network provides safe, affordable and reliable transportation service that first meets the needs of the transit dependent in communities within Imperial County by providing access to healthcare, education, employment, public services, shopping and recreational facilities, and eventually allows anyone to go anywhere in the region easily and effectively."

Therefore, ICTC's TAM and State of Good Repair (SGR) Policy is:

> ICTC is committed to maintaining its assets to meet it's State of Good Repair (SGR) through careful stewardship, collaboration with partners including transit contractors' maintenance procedures, reinvestment and transparency of the process which will promote a culture that supports asset management. The asset management program shall support timely implementation and decisions which maintain infrastructure, facilities and equipment, as assets that are in a State of Good Repair (SGR) can operate for their designed purpose and without posing an unacceptable safety risk.
>
> A capital asset is in a State of Good Repair if (1) It can perform its intended function (2) Its use does not represent an unacceptable safety risk (3) Lifecycle investment needs have been met or recovered.
>
> TAM Targets must be: (1) Set or reviewed annually for each asset class included in TAM (2) Be supported by data (3) Be reported to the NTD and (4) Be approved by the Executive Director every fiscal year.
>
> TAM Plan records and documentation must be (1) maintained for the period of applicability (2) Reports are to be submitted annually to NTD:
>
> > a. Data report: discussion of SGR performance targets and current assessment of system condition and performance
> >
> > b. Narrative report: description of condition changes in transit system and progress towards meeting targets

To support asset management including rehabilitation and replacement, the internal process includes a review of a five-year horizon as a part of the annual Overall Work Program and Budget development. Available funding is identified and compared with the annual replacement investment target for all asset types.

Assets with the largest passenger usage receive the highest priority for replacement. ICTC has an annual set aside for a capital fleet replacement reserve investment that is dependent on available State and local funding sources. ICTC currently receives funding that has been adequate to meet the target.

ICTC will predicate the impact of its polices and investment justification decisions on the condition of its assets throughout the asset's life cycle, and enhance the ability to maintain a SGR by proactively investing in an asset before the asset's condition deteriorates to an unacceptable level.

ICTC has established TAM goals which are separate from State of Good Repair goals.

a. TAM Goals and Objectives

AREA	Goal	Objective
Safety	Maintain Assets is a State of Good Repair to support a safe operating environment	1. Maintain equipment, facilities and infrastructure in a State of Good Repair 2. Improve passenger confidence in system safety and reliability 3. Document cause for any asset failure
Fiscal Sustainability	Build and promote financial sustainability in the management of assets	1. Link the annual budget development process and SGR needs 2. Ensure capital rehabilitation and replacement investment needs are treated fairly when considering competing investments 3. Maintain transparency regarding life cycle costs
Organizational Efficiency	Promote Asset Management at ICTC	1. Advance awareness of TAM 2. Develop and retain well trained workforce and transit contactors
Fiscal Appropriation	Provide Investment Priorities and Support	1. Provide for appropriation in the annual budget for capital reserve fleet replacement equivalent to a percentage of equipment projected replacement cost

b. State of Good Repair Goals and Objectives

Area	Goal	Objective
Safety	Number of accidents per 100,000 revenue miles	Less than or equal to 1.0 per year
Maintenance	Number of vehicles Out of Service for more than 30 days	Less than or equal to 3.0 per year
System Performance	Missed Trips due to breakdowns	Less than or equal to 1.0 per year

VI. Risk Management

Management of risk requires the identification and evaluation of potential failures or deficiencies, with the identification of procedures to avoid or minimize their impact. The table lists some potential failures and steps for mitigation that should be acknowledged in this Plan.

Area	Mitigation Measure
Reduction in State or federal revenues	Maintain an annual minimum set aside for capital and operating reserves in accordance with adopted policy
Unexpected vehicle and maintenance costs	Maintain Contingency line item in the annual operating budget
Loss of fuel facility access	Initiate Cooperative fueling agreements maintained with member agencies and have back up agreements with private vendors.
Insufficient fixed route vehicles to meet demand	Maintain adequate spare ratios which may exceed federal standard
Insufficient demand response vehicles to meet demand	Maintain adequate spare ratios which may exceed federal standard
Loss of power at Contractor leased Operations and Maintenance facilities	Ensure facility has back-up generators to power all critical systems with back-up fueling supplies

VII. Federal Transit Administration Default Useful Life Benchmark (ULB)

For the purposes of this TAM, all assets (facilities, equipment, and fixed route rolling stock) were first assessed by using FTA's Useful Life Age Benchmark (ULB) set in the FY 2017-2018 Asset Inventory Module Reporting Guide (p 35, 36). ULB criteria can be user defined, whereas ULB takes into account, a provider's unique operating environment (service frequency, weather, geography).

The useful life benchmark has been adjusted for the extreme hot weather conditions experienced in this operating area. This effectively decreases the Useful Life Benchmark depending on the asset classification

When developing Useful Life Benchmarks (ULB), ICTC recognized and took into account the local high heat temperature operating environment of its assets within the service area, historical maintenance records, manufacturer guidelines, and the default asset ULB derived from the FTA. In most cases, if an asset exceeds its ULB, then it is a strong indicator that it may not be in a state of good repair.

Transit Agencies are required to report the age of all vehicles to the National Transit Database. FTA will track the performance of revenue vehicles (Rolling Stock) and service vehicles (Equipment), by asset class, by calculating the percentage of vehicles that have met or exceeded the useful life benchmark (ULB). FTA has set a default ULB as the expected service years for each vehicle class in the table below. ULB is the average age-based equivalent of a 2.5 rating on the FTA Transit Economic Requirements Model (TERM) scale. Transit agencies can adjust their Useful Life Benchmarks with approval from FTA.

AB Articulated bus 14	
AG Automated guideway vehicle 31	
AO Automobile 8	***ICTC Adjusted 5***
BR Over-the-road bus 14	
BU Bus 14	***ICTC adjusted 10***
CC Cable car 112	
CU Cutaway bus 10	***ICTC adjusted 7***
DB Double decked bus 14	
FB Ferryboat 42	
HR Heavy rail passenger car 31	
IP Inclined plane vehicle 56	
LR Light rail vehicle 31	
MB Minibus 10	
MO Monorail vehicle 3	
MV Minivan 8	
Other rubber tire vehicles 14	
RL Commuter rail locomotive 39	
RP Commuter rail passenger coach 39	
RS Commuter rail self-propelled passenger car 39	
RT Rubber-tired vintage trolley 14	
SB School bus 14	
Steel wheel vehicles 25 S	
R Streetcar 31	
SV Sport utility vehicle 8	
TB Trolleybus 13	
TR Aerial tramway 12	
VN Van 8	
VT Vintage trolley 58	

Default Useful Life Benchmark (ULB) Cheat Sheet Source: 2017 Asset Inventory Module Reporting Manual, Page 53
https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/FTA%20TAM%20ULB%20Cheat%20Sheet%202016-10-26.pdf

VIII. IMPERIAL VALLEY TRANSIT

a. Service Overview

Imperial Valley Transit (IVT) is an inter-city fixed route bus system, subsidized and administered by the Imperial County Transportation Commission (ICTC) and in 2018, operated and managed by First Transit, Inc.

Service is provided from 6:00 AM until approximately 11:30 PM weekdays, and 6:00 AM to approximately 5:00 PM on Saturdays, within the areas classified as the Primary Zone; a North-South axis throughout Brawley, Imperial, El Centro, Heber and Calexico, and from 6:00 AM until approximately 7:00 PM in the Secondary Zones; outlying cities and communities of Niland, Calipatria, Westmorland, Seeley and Holtville.

The outlying Remote Zone communities such as Ocotillo and Bombay Beach are served once a week on a life line and the far Eastern portion of the County: Winterhaven is served twice a week, by Yuma County Area Transit.

Imperial Valley Transit also operates extension lines called the IVT Blue and Green Lines in the City of El Centro and the Gold Line in the City of Brawley. The Blue, Green and Gold Lines provide service in coordination with the regular fixed route system. This service utilizes smaller buses with three (3) wheelchair accessible buses. The service consists of one route each, and operates between 6:00 AM and until approximately 6:30 PM Monday through Friday in the City of El Centro and Imperial. The IVT Gold Line operates from 6:00 AM until approximately 7:00 PM Monday through Friday in the City of Brawley.

Further information is available on the IVT website at www.ivtransit.org, Rider's Guide service brochure or by calling ICTC's Mobility Coordinator at 760-592-4494.

b. Capital Asset Inventory – Average Method

The asset inventory is a list of the capital items that ICTC owns, operates and has a direct responsibility relative to Imperial Valley Transit (IVT). The following table summarizes the average of the revenue vehicles used in the provision of the Imperial Valley Transit service. The operates with sixteen (16) large buses, eleven (11) cutaway buses and an MV1 for the supervisor averaging 99,531 miles and an average value of $260,307 as of 2018.

Capital Asset Inventory – Average Method Table

Asset Category/Class	Total Number	Avg Age	Avg Mileage	Avg Value
Revenue Vehicles	**28**	**2.8**	**99,531**	**$260,307**
AB - Articulated Bus	0	-	-	-
AO - Automobile	1	2.0	14,109	$62,894
BR - Over-the-road Bus	0	-	-	-
BU - Bus	16	4.9	226,892	$532,950
CU - Cutaway Bus	11	1.5	57,591	$185,079
DB - Double Decked Bus	0	-	-	-
MB - Mini-bus	0	-	-	-
MV - Mini-van	0	-	-	-
VN - Van	0	-	-	-

a. Capital Asset Condition Assessment Summary

When developing the Useful Life Benchmark (ULB) for Imperial Valley Transit revenue vehicles, the local operating environment within the service area, historical maintenance records, manufacturer guidelines, and the FTA default ULB were taken into account. The local desert operating environment experiences a climate described as arid desert with four months of summer temperatures reaching 115° Fahrenheit. In addition, there are intermittent dust and sand storms in the summer months during the monsoon season. Lastly, the rural routes can include gravel and dirt roads.

This combination of factors allows us to alter the benchmark USB from the FTA default. Gillig low floor forty foot transit buses have been determined to have a 10 year ULB or 500,000 miles; Starcraft cutaways have been determined to have a 5 year ULB or 250,000 miles.

Currently (2018), no revenue vehicles in the Imperial Valley Transit service exceed their useful life benchmark or have reached maximum mileage; therefore, applying the defined standard, the entire fleet currently meets ULB and SGR.

The service operates with sixteen (16) Gilligs, eleven (11) Starcraft cutaway buses and an MV1. The following table provides a detailed assessment summary of the Imperial Valley Transit fleet for revenue vehicles including make, model, age, mileage, replacement cost and ULB:

Capital Asset Condition Assessment Summary Table

Asset Category	Asset Class	Asset Name	Make	Count	ID	Owner	Acquired	Age (yrs)	Mileage	Replacement Cost	ULB (Adjusted)	Exceed ULB
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1201	ICTC	2012	6	199,254	$491,603	10 years or 500,000 miles	No

Revenue Vehicles	BU- Bus	IVT	Gillig	1	1202	ICTC	2012	6	243,605	$504,312	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1203	ICTC	2012	6	289,794	$504,312	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1204	ICTC	2012	6	273,402	$504,312	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1205	ICTC	2012	6	243,150	$504,312	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1206	ICTC	2012	6	246,357	$504,312	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1207	ICTC	2012	6	241,573	$504,312	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1208	ICTC	2012	6	261,044	$504,312	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1209	ICTC	2012	6	268,881	$504,312	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1210	ICTC	2012	6	258,103	$504,312	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1211	ICTC	2015	3	179,259	$582,800	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1212	ICTC	2015	3	168,707	$582,800	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1213	ICTC	2015	3	167,897	$582,800	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1214	ICTC	2015	3	205,361	$582,800	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1215	ICTC	2015	3	184,236	$582,800	10 years or 500,000 miles	No
Revenue Vehicles	BU- Bus	IVT	Gillig	1	1216	ICTC	2015	3	199,648	$582,800	10 years or 500,000 miles	No
Revenue Vehicles	CU- Cutaway	IVT	Starcraft	1	1100	ICTC	2016	2	103,377	$100,097	5 years or 250,000 miles	No
Revenue Vehicles	CU- Cutaway	IVT	Starcraft	1	1101	ICTC	2016	2	73,213	$100,097	5 years or 250,000 miles	No
Revenue Vehicles	CU- Cutaway	IVT	Starcraft	1	1102	ICTC	2016	2	81,077	$100,097	5 years or 250,000 miles	No
Revenue Vehicles	CU- Cutaway	IVT	Starcraft	1	1103	ICTC	2016	2	95,935	$100,097	5 years or 250,000 miles	No
Revenue Vehicles	CU- Cutaway	IVT	Starcraft	1	1104	ICTC	2016	2	108,465	$100,097	5 years or 250,000 miles	No
Revenue Vehicles	CU- Cutaway	IVT	Starcraft	1	1105	ICTC	2016	2	46,849	$100,097	years or 250,000 miles	No
Revenue Vehicles	CU- Cutaway	IVT	Starcraft	1	500	ICTC	2016	2	18,765	$108,208	5 years or 250,000 miles	No
Revenue Vehicles	CU- Cutaway	IVT	Starcraft	1	501	ICTC	2016	2	20,765	$108,208	5 years or 250,000 miles	No

Revenue Vehicles	CU-Cutaway	IVT	Starcraft	1	502	ICTC	2016	2	27,697	$108,208	5 years or 250,000 miles	No
Revenue Vehicles	CU-Cutaway	IVT	Starcraft	1	503	ICTC	2016	2	26,093	$108,208	5 years or 250,000 miles	No
Revenue Vehicles	CU-Cutaway	IVT	Starcraft	1	504	ICTC	2016	2	31,263	$108,208	5 years or 250,000 miles	No
Revenue Vehicles	AO-Automobile	IVT	MV1	1	S6	ICTC	2017	1	14,109	$62,894	5 years or 100,000 miles	No

a. Decision Support Resources and Tools

The following resources and tools are used in making capital replacement decisions:

Tool	Description
Inspection Reports	Driver and maintenance staff prepared as a course of normal daily operations
Fixed Asset Inventory	Annual report with pictures conducted by ICTC Transit Program staff
Annual Maintenance Audit/Inspection	Annual report prepared by a third party maintenance consultant team
SCAG Metropolitan Planning Organization (MPO) Federal Transportation Improvement Program (FTIP)	The FTIP is a federally mandated four year program of all surface transportation projects that will receive federal funding or are subject to a federally required action. The SCAG FTIP is a comprehensive listing of such transportation projects proposed over a six-year period. As the MPO for the region, SCAG is responsible for developing the FTIP for submittal to Caltrans and the federal funding agencies. The FTIP for the SCAG region is developed in partnership between the six County Transportation Commissions (CTCs) of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura as well as Caltrans Districts 7, 8, 11, 12 and Headquarters. This listing identifies specific funding sources and fund amounts for each project. It is prioritized to implement the region's overall strategy for providing mobility and improving both the efficiency and safety of the transportation system, while supporting efforts to attain federal and state air quality standards for the region by reducing transportation related air pollution.
ICTC's Procurement Manual	This policy and procedures document guides ICTC's procurement activities for all aspects of contract administration and was developed based on California Government and Public Contract Codes and the federal procurement procedures found in 2 CFR Part 200 and Federal Transit Administration (FTA) Circular 4220.1F. The purpose of these procurement standards and procedures is to ensure that materials and services are obtained in an effective manner and in compliance with state and federal requirements.
Replacement and Disposal Strategy	ICTC will be developing a replacement and disposal strategy in compliance with State and federal regulations in FY 2020. This strategy will consider auction, sale and exploring the option of engine and chassis rebuilds for the bus replacement schedule.

b. Prioritized List of Investments FY 2019-2023

An investment prioritization analysis has been performed on the Imperial Valley Transit fleet using the FTA's "Fleet Retirement and Replacement Computation Module" to produce a yearly expenditures schedule. The table below shows the required purchase for each asset type per year over a five (5) year period, beginning in 2019, based on service schedules and frequency in 2018, a vehicle replacement "at the time of useful life expiration" approach. According to the schedule below, in order to maintain an adequate 20% spare ratio and ensure safe and reliable service by meeting SGR goals and objectives, six (6) replacement cutaway buses should be purchased by FY 2020 at a cost of approximately $600,582, five (5) replacement cutaway buses by FY 2021 at an approximate cost of $541,040, and ten (10) replacement Gillig forty foot transit buses by FY 2022 at an approximate cost of $ 5,030,411.

Asset Category	Asset Class	2019 Target	2019 Cost	2020 Target	2020 Cost	2021 Target	2021 Cost	2022 Target	2022 Cost	2023 Target	2023 Cost
AO Automobile	MV1	0	$0	0	$0	0	$0	1	$62,894	0	$0
BU - Bus	Gillig	0	$0	0	$0	0	$0	10	$5,030,411	0	$0
CU – Cutaway Bus	Starcraft	0	$0	6	$600,582	5	$541,040	0	$0	0	$0
Total		**0**	**$0**	**6**	**$600,582**	**5**	**$541,040**	**11**	**$5,030,411**	**0**	**$0**

An annual 3% inflation rate per year has been factored into future expenditures.

The following table represents ICTC's planned investments for the Plan's 5-year horizon for Imperial Valley Transit. Vehicles are expected to be purchased with capital reserve and grant funding at a cost of approximately $6.234 million.

The following list is based on anticipated funding and priorities applied to fleet replacement:

Asset Class	Name	Year	Priority	Cost	Funding Source
BU - Bus	Gillig	2022	High	$5,030,411	Capital Reserve/Grants
CU- Cutaway Bus	Starcraft	2020	High	$600,582	Capital Reserve/Grants
CU- Cutaway Bus	Starcraft	2021	High	$541,040	Capital Reserve/Grants
AO- Automobile	MV1	2022	Low	$62,894	Capital Reserve/Grants

IX. IVT ACCESS

a. Service Overview

The Americans with Disabilities Act (ADA) Comparable Complementary Paratransit Service is a federally mandated service requiring equal access to the public fixed route bus system for individuals with disabilities. The service operates nine (9) wheelchair accessible, mini-buses as a demand response service in tandem with the fixed route bus system for certified eligible disabled passengers. The service area and hours are the same as the fixed route bus system discussed above. The service is available to certified eligible disabled passengers. The service is subsidized and administered by the Imperial County Transportation Commission (ICTC) and operated and managed by First Transit, Inc. For more information please refer to the IVT ACCESS website www.ivtaccess.org service brochure or call ICTC's Mobility Coordinator at 760-592-4494. For eligibility information please call ICTC's ADA Certification Coordinator at 760-592-4494. For reservations of trip information call 760-482-2908.

b. Capital Asset Inventory – Average Method

The asset inventory is a list of the capital items that ICTC owns, operates and has a direct responsibility relative to IVT Access. The following table summarizes the average of the revenue vehicles used in the provision of the Imperial Valley Transit service. The operates with eleven (11) cutaway buses and an MV1 for the supervisor averaging 37,756 miles and an average value of $76,149 as of 2018.

Capital Asset Inventory – Average Method Table

Asset Category/Class	Total Number	Avg Age	Avg Mileage	Avg Value
Revenue Vehicles	**12**	**1.7**	**37,756**	**$76,149**
AB - Articulated Bus	0	-	-	-
AO - Automobile	1	1.0	5,059	$62,894
BR - Over-the-road Bus	0	-	-	-
BU - Bus				
CU - Cutaway Bus	11	2.3	59,525	$185,079
DB - Double Decked Bus	0	-	-	-
MB - Mini-bus	0	-	-	-
MV - Mini-van	0	-	-	-
VN - Van	0	-	-	-

a. Capital Asset Condition Assessment Summary

When developing the Useful Life Benchmark (ULB) for IVT ACCESS revenue vehicles, the local operating environment within the service area, historical maintenance records,

manufacturer guidelines, and the FTA default ULB were taken into account. The local desert operating environment experiences a climate described as arid desert with four months of summer temperatures reaching 115° Fahrenheit. In addition, there are intermittent dust and sand storms in the summer months during the monsoon season. Lastly, the rural routes can include gravel and dirt roads.

This combination of factors allows us to alter the benchmark USB from the FTA default. Starcraft cutaways have been determined to have a 5 year ULB or 250,000 miles.

Currently (2018), no revenue vehicles in the IVT ACCESS service exceed their useful life benchmark or have reached maximum mileage; therefore, applying the defined standard, the entire fleet currently meets ULB and SGR.

The service operates with eleven (11) Starcraft cutaway buses and an MV1, The following table provides a detailed assessment summary of the IVT ACCESS fleet for revenue vehicles including make, model, age, mileage, replacement cost and ULB:

Capital Asset Inventory – Average Method Table

Asset Category	Asset Class	Asset Name	Make	Count	ID	Owner	Acquired	Age (yrs)	Mileage	Replacement Cost	ULB (Adjusted)	Exceed ULB
Revenue Vehicles	CU – Cutaway Bus	IVT ACCESS	Starcraft	1	1300	ICTC	2016	2	51,067	$108,208	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT ACCESS	Starcraft	1	1301	ICTC	2016	2	73,326	$90,174	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT ACCESS	Starcraft	1	1302	ICTC	2016	2	76,449	$90,174	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT ACCESS	Starcraft	1	1303	ICTC	2016	2	73,323	$90,174	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT ACCESS	Starcraft	1	1304	ICTC	2016	2	41,206	$90,174	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT ACCESS	Starcraft	1	1305	ICTC	2016	2	76,771	$90,174	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT ACCESS	Starcraft	1	1306	ICTC	2016	2	80,576	$90,174	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT ACCESS	Starcraft	1	1307	ICTC	2016	2	45,717	$90,174	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT ACCESS	Starcraft	1	1308	ICTC	2016	2	63,160	$90,174	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT ACCESS	Starcraft	1	1309	ICTC	2016	2	68,868	$90,174	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT ACCESS	Starcraft	1	1310	ICTC	2016	2	58,779	$90,174	5 years or 250,000 miles	No
Revenue Vehicles	AO-Automobile	IVT ACCESS	MV1	1	S5	ICTC	2016	2	5,059	$62,894	5 years or 100,000 miles	No

b. Decision Support Resources and Tools

The following resources and tools are used in making capital replacement decisions:

Tool	Description
Inspection Reports	Driver and maintenance staff prepared as a course of normal daily operations
Fixed Asset Inventory	Annual report with pictures conducted by ICTC Transit Program staff
Annual Maintenance Audit/Inspection	Annual report prepared by a third party maintenance consultant team
SCAG Metropolitan Planning Organization (MPO) Federal Transportation Improvement Program (FTIP)	The FTIP is a federally mandated four year program of all surface transportation projects that will receive federal funding or are subject to a federally required action. The SCAG FTIP is a comprehensive listing of such transportation projects proposed over a six-year period. As the MPO for the region, SCAG is responsible for developing the FTIP for submittal to Caltrans and the federal funding agencies. The FTIP for the SCAG region is developed in partnership between the six County Transportation Commissions (CTCs) of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura as well as Caltrans Districts 7, 8, 11, 12 and Headquarters. This listing identifies specific funding sources and fund amounts for each project. It is prioritized to implement the region's overall strategy for providing mobility and improving both the efficiency and safety of the transportation system, while supporting efforts to attain federal and state air quality standards for the region by reducing transportation related air pollution.
ICTC's Procurement Manual	This policy and procedures document guides ICTC's procurement activities for all aspects of contract administration and was developed based on California Government and Public Contract Codes and the federal procurement procedures found in 2 CFR Part 200 and Federal Transit Administration (FTA) Circular 4220.1F. The purpose of these procurement standards and procedures is to ensure that materials and services are obtained in an effective manner and in compliance with state and federal requirements.
Replacement and Disposal Strategy	ICTC will be developing a replacement and disposal strategy in compliance with State and federal regulations in FY 2020. This strategy will consider auction, sale and exploring the option of engine and chassis rebuilds for the bus replacement schedule.

c. Prioritized List of Investments FY 2019-2023

An investment prioritization analysis has been performed on the IVT ACCESS fleet using the FTA's "Fleet Retirement and Replacement Computation Module" to produce a yearly expenditures schedule. The table below shows the required purchase for each asset type per year over a five (5) year period, beginning in 2019, based on service schedules and frequency in 2018, a vehicle replacement "at the time of useful life expiration" approach. According to the schedule below, in order to maintain an adequate 20% spare ratio and ensure safe and reliable service by meeting SGR goals and objectives, eleven (11) replacement cutaway buses should be purchased by FY 2021 at a cost of approximately $991,914 and 1 (1) replacement MV1 by FY 2022 at an approximate cost of $62,984.

Asset Category	Asset Class	2019 Target	2019 Cost	2020 Target	2020 Cost	2021 Target	2021 Cost	2022 Target	2022 Cost	2023 Target	2023 Cost
AO Automobile	MV1	0	$0	0	$0	0	$0	1	$62,894	0	$0
CU – Cutaway Bus	Starcraft	0	$0	0	$0	11	$991,914	0	$0	0	$0
Total		**0**	**$0**	**0**	**$0**	**11**	**$991,914**	**1**	**$62,984**	**0**	**$0**

An annual 3% inflation rate per year has been factored into future expenditures.

The following table represents ICTC's planned investments for the Plan's 5 year horizon for IVT ACCESS. Vehicles are expected to be purchased with capital reserve and grant funding at a cost of approximately $1.054 million.

The following list is based on anticipated funding and priorities applied to fleet replacement:

Asset Class	Name	Year	Priority	Cost	Funding Source
CU- Cutaway Bus	Starcraft	2021	High	$991,914	Capital Reserve/Grants
AO- Automobile	MV1	2022	Low	$62,894	Capital Reserve/Grants

X. IVT RIDE

a. Service Overview

IVT RIDE is a demand response transit service within the Cities of Brawley, Calexico, El Centro, Imperial and the West Shores area. Each location has specific service hours and fares. The service is for seniors age 55 and older and requires a certification with valid photo ID. The service is also for persons with disabilities who have completed the ADA Certification Process through ICTC. The service is subsidized and administered by the Imperial County Transportation Commission (ICTC), and is managed and operated by First Transit, Inc. For information please refer to the IVT RIDE website www.ivtride.org service brochure or call ICTC's Mobility Coordinator at 760-592-4494. For reservations or trip information please call IVT RIDE at 760-337-1760.

IVT RIDE Brawley: This service is a demand response transit service within the City of Brawley. The service uses two (2) cutaway, wheelchair accessible buses and is provided six (6) days a week.

IVT RIDE Calexico This service is a demand response transit service within the City of Calexico. The service uses three (3) cutaway, wheelchair accessible buses and is provided seven (7) days a week.

IVT RIDE El Centro: This service is a demand response transit service within the City of El Centro. The service also operates between the City of Imperial and El Centro. The service uses four (4) cutaway, wheelchair accessible buses and is provided six (6) days a week.

IVT RIDE Imperial: This service is a demand response transit service within the City of Imperial and El Centro. The service uses one (1) cutaway, wheelchair accessible bus and provided six (6) days a week.

IVT RIDE West Shores: This service is a demand response transit service within the community of West Shores in the County of Imperial which is open to the general public as the only public transportation option in this community. The service operates within the communities on the west side of the Salton Sea. The IVT Ride West Shores service is provided (2) days a week. The demand response service also connects with the Imperial Valley Transit fixed route in Brawley on Tuesdays.

b. Capital Asset Inventory – Average Method

The asset inventory is a list of the capital items that ICTC owns, operates and has a direct responsibility relative to IVT RIDE. The following table summarizes the average of the revenue vehicles used in the provision of the Imperial Valley Transit service. The service operates with fourteen (14) cutaway buses and an MV1 for the supervisor, averaging 35,008 miles and an average value of $122,585 as of 2018.

Capital Asset Inventory – Average Method Table

Asset Category/Class	Total Number	Avg Age	Avg Mileage	Avg Value
Revenue Vehicles	**15**	**2.8**	**35,008**	**$122,585**
AB - Articulated Bus	0	-	-	-
AO - Automobile	1	3.0	24,667	$60,091.00
BR - Over-the-road Bus	0	-	-	-
BU - Bus	0	-	-	-
CU - Cutaway Bus	14	2.6	45,348	$185,079.14
DB - Double Decked Bus	0	-	-	-
MB - Mini-bus	0	-	-	-
MV - Mini-van	0	-	-	-
VN - Van	0	-	-	-

b. Capital Asset Condition Assessment Summary

When developing the Useful Life Benchmark (ULB) for IVT RIDE revenue vehicles, the local operating environment within the service area, historical maintenance records, manufacturer guidelines, and the FTA default ULB were taken into account. The local desert operating environment experiences a climate described as arid desert with four months of summer temperatures reaching 115° Fahrenheit. In addition, there are intermittent dust and sand storms in the summer months during the monsoon season. Lastly, the rural routes can include gravel and dirt roads.

This combination of factors allows us to alter the benchmark USB from the FTA default. Starcraft or El Dorado cutaways have been determined to have a 5 year ULB or 250,000 miles.

Currently (2018), no revenue vehicles in the IVT RIDE service exceed their useful life benchmark or have reached maximum mileage; therefore, applying the defined standard, the entire fleet currently meets ULB and SGR.

The service operates with fourteen (14) El Dorado cutaway buses and an MV1, The following table provides a detailed assessment summary of the IVT RIDE fleet for revenue vehicles including make, model, age, mileage, replacement cost and ULB:

Capital Asset Condition Assessment Summary Table

Asset Category	Asset Class	Asset Name	Make	Count	ID	Owner	Acquired	Age (yrs)	Mileage	Replacement Cost	ULB (Adjusted)	Exceed ULB
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	133	ICTC	2015	3	47,225	$165,980	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	134	ICTC	2015	3	57,348	$165,980	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	135	ICTC	2015	3	55,703	$165,980	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	136	ICTC	2015	3	56,700	$165,980	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	137	ICTC	2015	3	52,378	$165,980	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	138	ICTC	2015	3	48,851	$165,980	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	139	ICTC	2015	3	50,637	$165,980	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	140	ICTC	2015	3	64,165	$165,980	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	141	ICTC	2016	2	33,447	$152,588	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	142	ICTC	2016	2	38,400	$152,588	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	143	ICTC	2016	2	18,653	$152,588	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	144	ICTC	2016	2	45,934	$152,588	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT RIDE	El Dorado	1	145	ICTC	2016	2	43,912	$152,588	5 years or 250,000 miles	No
Revenue Vehicles	AO-Automobile	IVT RIDE	MV1	1	S3	ICTC	2015	3	24,667	$60,091	5 years or 100,000 miles	No

b. Decision Support Resources and Tools

The following resources and tools are used in making capital replacement decisions:

Tool	Description
Inspection Reports	Driver and maintenance staff prepared as a course of normal daily operations
Fixed Asset Inventory	Annual report with pictures conducted by ICTC Transit Program staff
Annual Maintenance Audit/Inspection	Annual report prepared by a third party maintenance consultant team
SCAG Metropolitan Planning Organization (MPO) Federal Transportation Improvement Program (FTIP)	The FTIP is a federally mandated four year program of all surface transportation projects that will receive federal funding or are subject to a federally required action. The SCAG FTIP is a comprehensive listing of such transportation projects proposed over a six-year period. As the MPO for the region, SCAG is responsible for developing the FTIP for submittal to Caltrans and the federal funding agencies. The FTIP for the SCAG region is developed in partnership between the six County Transportation Commissions (CTCs) of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura as well as Caltrans Districts 7, 8, 11, 12 and Headquarters. This listing identifies specific funding sources and fund amounts for each project. It is prioritized to implement the region's overall strategy for providing mobility and improving both the efficiency and safety of the transportation system, while supporting efforts to attain federal and state air quality standards for the region by reducing transportation related air pollution.
ICTC's Procurement Manual	This policy and procedures document guides ICTC's procurement activities for all aspects of contract administration and was developed based on California Government and Public Contract Codes and the federal procurement procedures found in 2 CFR Part 200 and Federal Transit Administration (FTA) Circular 4220.1F. The purpose of these procurement standards and procedures is to ensure that materials and services are obtained in an effective manner and in compliance with state and federal requirements.
Replacement and Disposal Strategy	ICTC will be developing a replacement and disposal strategy in compliance with State and federal regulations in FY 2020. This strategy will consider auction, sale and exploring the option of engine and chassis rebuilds for the bus replacement schedule.

c. Prioritized List of Investments FY 2019-2023

An investment prioritization analysis has been performed on the IVT RIDE fleet using the FTA's "Fleet Retirement and Replacement Computation Module" to produce a yearly expenditures schedule. The table below shows the required purchase for each asset type per year over a five (5) year period, beginning in 2019, based on service schedules and frequency in 2018, a vehicle replacement "at the time of useful life expiration" approach. According to the schedule below, in order to maintain an adequate 20% spare ratio and ensure safe and reliable service by meeting SGR goals and objectives, nine (9) replacement cutaway buses should be purchased by FY 2021 at a cost of approximately $1,493,820, five (5) replacement cutaway buses should be purchased by FY 2022 at a cost of approximately $762,940, and 1 (1) replacement MV1 by FY 2020 at an approximate cost of $60,091.

Asset Category	Asset Class	2019 Target	2019 Cost	2020 Target	2020 Cost	2021 Target	2021 Cost	2022 Target	2022 Cost	2023 Target	2023 Cost
AO Automobile	MV1	0	$0	1	$60,091	0	$0	0	$0	0	$0
CU – Cutaway Bus	Starcraft /El Dorado	0	$0	0	$0	9	$1,493,820	5	$762,940	0	$0
Total		**0**	**$0**	**1**	**$60,091**	**9**	**$1,493,820**	**5**	**$762,940**	**0**	**$0**

An annual 3% inflation rate per year has been factored into future expenditures.

The following table represents ICTC's planned investments for the Plan's 5 year horizon for IVT RIDE. Vehicles are expected to be purchased with capital reserve and grant funding at a cost of approximately $2.316 million.

The following list is based on anticipated funding and priorities applied to fleet replacement:

Asset Class	Name	Year	Priority	Cost	Funding Source
CU- Cutaway Bus	Starcraft/El Dorado	2021	High	$1,493,820	Capital Reserve/Grants
CU- Cutaway Bus	Starcraft/El Dorado	2022	High	$762,940	Capital Reserve/Grants
AO- Automobile	MV1	2020	Low	$60,091	Capital Reserve/Grants

XI. IVT MedTrans

a. Service Overview

IVT MedTrans is a non-emergency medical transportation service between communities in Imperial County and the large hospitals and medical facilities within San Diego County. The service is subsidized and administered by the Imperial County Transportation Commission (ICTC) and operated and managed by First Transit, Inc. The demand response service is provided twice (2) a day four days a week alternating Mondays and Fridays, with four (4) pick up spots in Brawley, El Centro, Imperial, and Calexico. Pick up service is available on a limited basis from the home for an additional fare.

The service is designed to provide persons with disabilities, children, veterans, low income and transit dependent persons access to medical facilities and services not available within Imperial County, e.g. Children's Hospital in San Diego. For information please refer to the IVT MedTrans website www.ivtmedtrans.com , service brochure or call ICTC's Mobility Coordinator at 760-592-4494. For reservation or trip information please call IVT MedTrans at 760-337-1766.

b. Capital Asset Inventory – Average Method

The asset inventory is a list of the capital items that ICTC owns, operates and has a direct responsibility relative to IVT MedTrans. The following table summarizes the average of the revenue vehicles used in the provision of the IVT MedTrans service. The services operates with four (4) cutaway buses and an MV1 for the supervisor averaging 44,897 miles and an average value of $123,411 as of 2018.

Capital Asset Inventory – Average Method Table

Asset Category/Class	Total Number	Avg Age	Avg Mileage	Avg Value
Revenue Vehicles	**5**	**2.0**	**44,897**	**$123,411**
AB - Articulated Bus	0	-	-	-
AO - Automobile	1	2.0	15,987	$61,743
BR - Over-the-road Bus	0	-	-	-
BU - Bus	0	-	-	-
CU - Cutaway Bus	4	2.0	73,807	$185,079
DB - Double Decked Bus	0	-	-	-
MB - Mini-bus	0	-	-	-
MV - Mini-van	0	-	-	-
VN - Van	0	-	-	-

a. Capital Asset Condition Assessment Summary

When developing the Useful Life Benchmark (ULB) for IVT MedTrans revenue vehicles, the local operating environment within the service area, historical maintenance records, manufacturer guidelines, and the FTA default ULB were taken into account. The local desert operating environment experiences a climate described as arid desert with four months of summer temperatures reaching 115° Fahrenheit. In addition, there are intermittent dust and sand storms in the summer months during the monsoon season. Lastly, the rural routes can include gravel and dirt roads.

This combination of factors allows us to alter the benchmark USB from the FTA default. Starcraft or El Dorado cutaways have been determined to have a 5 year ULB or 250,000 miles.

Currently (2018), no revenue vehicles in the IVT MedTrans service exceed their useful life benchmark or have reached maximum mileage; therefore, applying the defined standard, the entire fleet currently meets ULB and SGR.

The service operates with four (4) Starcraft cutaway buses and an MV1. The following table provides a detailed assessment summary of the IVT MedTrans fleet for revenue vehicles including make, model, age, mileage, replacement cost and ULB:

Capital Asset Condition Assessment Summary Table

Asset Category	Asset Class	Asset Name	Make	Count	ID	Owner	Acquired	Age (yrs)	Mileage	Replacement Cost	ULB (Adjusted)	Exceed ULB
Revenue Vehicles	CU – Cutaway Bus	IVT MedTrans	Starcraft	1	1400	ICTC	2016	2	47,225	$95,707	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT MedTrans	Starcraft	1	1401	ICTC	2016	2	57,348	$95,707	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT MedTrans	Starcraft	1	1402	ICTC	2016	2	55,703	$95,707	5 years or 250,000 miles	No
Revenue Vehicles	CU – Cutaway Bus	IVT MedTrans	Starcraft	1	1403	ICTC	2016	2	56,700	$95,707	5 years or 250,000 miles	No
Revenue Vehicles	AO - Automobile	IVT MedTrans	MV1	1	S4	ICTC	2016	2	52,378	$61,093	5 years or 100,000 miles	No

a. Decision Support Resources and Tools

The following resources and tools are used in making capital replacement decisions:

Tool	Description
Inspection Reports	Driver and maintenance staff prepared as a course of normal daily operations
Fixed Asset Inventory	Annual report with pictures conducted by ICTC Transit Program staff
Annual Maintenance Audit/Inspection	Annual report prepared by a third party maintenance consultant team
SCAG Metropolitan Planning Organization (MPO) Federal Transportation Improvement Program (FTIP)	The FTIP is a federally mandated four year program of all surface transportation projects that will receive federal funding or are subject to a federally required action. The SCAG FTIP is a comprehensive listing of such transportation projects proposed over a six-year period. As the MPO for the region, SCAG is responsible for developing the FTIP for submittal to Caltrans and the federal funding agencies. The FTIP for the SCAG region is developed in partnership between the six County Transportation Commissions (CTCs) of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura as well as Caltrans Districts 7, 8, 11, 12 and Headquarters. This listing identifies specific funding sources and fund amounts for each project. It is prioritized to implement the region's overall strategy for providing mobility and improving both the efficiency and safety of the transportation system, while supporting efforts to attain federal and state air quality standards for the region by reducing transportation related air pollution.
ICTC's Procurement Manual	This policy and procedures document guides ICTC's procurement activities for all aspects of contract administration and was developed based on California Government and Public Contract Codes and the federal procurement procedures found in 2 CFR Part 200 and Federal Transit Administration (FTA) Circular 4220.1F. The purpose of these procurement standards and procedures is to ensure that materials and services are obtained in an effective manner and in compliance with state and federal requirements.
Replacement and Disposal Strategy	ICTC will be developing a replacement and disposal strategy in compliance with State and federal regulations in FY 2020. This strategy will consider auction, sale and exploring the option of engine and chassis rebuilds for the bus replacement schedule.

b. Prioritized List of Investments FY 2019-2023

An investment prioritization analysis has been performed on the IVT MedTrans fleet using the FTA's "Fleet Retirement and Replacement Computation Module" to produce a yearly expenditures schedule. The table below shows the required purchase for each asset type per year over a five (5) year period, beginning in 2019, based on service schedules and frequency in 2018, a vehicle replacement "at the time of useful life expiration" approach. According to the schedule below, in order to maintain an adequate 20% spare ratio and ensure safe and reliable service by meeting SGR goals and objectives, four (4) replacement cutaway buses should be purchased by FY 2021 at a cost of approximately $382,828 and one (1) replacement MV1 by FY 2021 at an approximate cost of $61,093.

Asset Category	Asset Class	2019 Target	2019 Cost	2020 Target	2020 Cost	2021 Target	2021 Cost	2022 Target	2022 Cost	2023 Target	2023 Cost
AO Automobile	MV1	0	$0	0	$0	1	$61,093	0	$0	0	$0
CU – Cutaway Bus	Starcraft	0	$0	0	$0	4	$382,828	0	$0	0	$0
Total		**0**	**$0**	**0**	**$0**	**5**	**$443,921**	**0**	**$0**	**0**	**$0**

An annual 3% inflation rate per year has been factored into future expenditures.

The following table represents ICTC's planned investments for the Plan's 5 year horizon for IVT MedTrans. Vehicles are expected to be purchased with capital reserve and grant funding at a cost of approximately $443K.

The following list is based on anticipated funding and priorities applied to fleet replacement:

Asset Class	Name	Year	Priority	Cost	Funding Source
CU- Cutaway Bus	Starcraft/El Dorado	2021	High	$382,828	Capital Reserve/Grants
AO- Automobile	MV1	2021	Low	$61,093	Capital Reserve/Grants

XII. Record Keeping and NTD Reporting

a. TAM Milestones

Milestones	Deadlines
Report FY17 asset inventory module (AIM) data to NTD October - Submit targets for FY18 to NTD (optional)	October 2017
Complete compliant TAM Plan (1st required)	October 2018
Report FY18 AIM data to NTD (1st required) October - Submit targets for FY19 to NTD (1st required)	October 2018
Report FY19 AIM data to NTD October - Submit targets for FY20 to NTD 2019 - Submit narrative report to NTD (1st required)	October 2019
Report FY20 AIM data to NTD October - Submit targets for FY21 to NTD 2020 - Submit narrative report to NTD	October 2020
Complete Updated TAM Plan	October 2022

b. TAM Reporting

The TAM plan must be updated in its entirety at least every four (4) years, with the first completed TAM Plan required by October 1, 2018. The TAM plan must cover a horizon period of at least four (4) years. The Plan may be amended at any time and this action should be initiated following any major change to the asset inventory, condition assessment, or capital investment of the transit provider.

The TAM Plan should also be updated following any change to the prioritization processes affecting the timing of future projects.

c. NTD Reporting

ICTC will have to report annually to FTA's National Transit Database (NTD). This submission should include: (1) projected targets for the next fiscal year; (2) condition assessments and performance results; and (3) a narrative report on changes in transit system conditions and the progress toward achieving previous performance targets.

XIII. Conclusion

ICTC's TAM Plan List of Capital Investments is provided below. This list includes anticipated investments for the Plan's five year (5) year horizon period (FY 2019-2023).

FY 2019 does not forecast investments as all capital assets are within their Useful Life Benchmark.

FY 2020 of the Plan consists of one project for the IVT RIDE service and involves replacing the "low" priority revenue vehicle replacement MV1 at a cost of $60,091, the IVT service replacing the "high" priority revenue vehicle replacement of six (6) cutaways buses at a cost of $600,582 for a total cost of $660,673.

FY 2021 includes four projects, including; the IVT MedTrans service replacing the "low" priority revenue vehicle replacement MV1 at a cost of $61,093, the IVT MedTrans service replacing the "high" priority revenue vehicle replacement of four (4) cutaways buses at a cost of $382,828, the IVT ACCESS replacing the "high" priority revenue vehicle replacement of eleven (11) cutaways buses at a cost of $991,914, and the IVT RIDE service replacing the "high" priority revenue vehicle replacement of nine (9) cutaways buses at a cost of $1,493,820, the IVT service replacing the "high" priority revenue vehicle replacement of five (5) cutaways buses at a cost of $541,040 for a total cost of $3,470,695.

FY 2022 includes four projects, including; the IVT service replacing the "low" priority revenue vehicle replacement MV1 at a cost of $62,984, the IVT service replacing the "high" priority revenue vehicle replacement of ten (10) buses at a cost of $5,030,411, the IVT ACCESS replacing the "low" priority revenue vehicle replacement MV1 at a cost of $62,984, and the IVT RIDE service replacing the "high" priority revenue vehicle replacement of five (5) cutaways buses at a cost of $762,940, for a total cost of $5,919,319.

FY 2023 does not forecast investments as all capital assets are within their Useful Life Benchmark.

The total value of all of the ICTC Plan Transit Assets is approximately $13.56M.

Summary of the Replacement Value (as of 2018) of all ICTC Plan Assets

Transit Service	Replacement Value
Imperial Valley Transit	$6,172,033
IVT ACCESS	$1,054,898
IVT RIDE	$2,316,851
IVT MedTrans	$443,921

XIV. 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, of rolling stock, infrastructure, or 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.

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.

Full Level of Performance: The objective standard established by FTA for determining whether a capital asset is in a state of good repair.

Horizon Period: The fixed period of time within which a transit provider will evaluate the performance of its TAM plan. FTA standard horizon period is four years.

Implementation Strategy: 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: 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: Means the cost of managing an asset over its whole life.

Participant: A tier I or tier II provider.

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 the Federal Transit Administration (FTA).

Public Transportation System: The entirety of a transit provider's operations, including the services provided directly or through contractors.

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

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 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. 4

Tier I Provider: 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 nonfixed route mode, or (2) rail transit.

Tier II Provider: 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.

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 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.

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 (TAM) 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: The expected life cycle of a capital asset or the acceptable period of use in service determined by the 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 the FTA.