PASCO COUNTY FLORIDA
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Pasco County Public Transportation

PCPT

TRANSIT ASSET MANAGEMENT PLAN 2019–2023

September 2018

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SECTION 1 INTRODUCTION

This document serves as the Pasco County Public Transportation (PCPT) Transit Asset Management (TAM) Plan for the FY 2019–2023 timeframe.

Transit Asset Management Rule

On July 26, 2016, the Federal Transit Administration (FTA) published the Transit Asset Management Final Rule to help achieve and maintain a state of good repair (SGR) for the nation's public transportation assets. The TAM Final Rule establishes minimum federal requirements for transit asset management applicable to all recipients of Chapter 53 funds that own, operate, or manage public transportation capital assets. PCPT, the public transit agency in Pasco County, is a recipient of Chapter 53 funds and own, operates, and manages capital assets; therefore, PCPT must prepare a TAM Plan by October 1, 2018, in compliance with FTA's TAM Final Rule.

PCPT is committed to operating a public transportation system that offers safe, reliable, accessible, and professional service and facilities. Transit asset management is an administrative process that combines the components of investment (available funding), rehabilitation and replacement actions and performance measures with the outcome of operating assets within the defined SGR parameters.

This TAM Plan provides details how PCPT will assess, monitor, and report the physical condition of assets used in the operation of the public transportation system and will formalize PCPT's approach to maintain its assets in an SGR.

Agency Overview

The Pasco County Board of County Commissioners (BCC) provides a county transportation system through PCPT consisting of fixed-route bus and demand-response (paratransit) services. Paratransit services are provided countywide, and fixed-route bus service is provided in the urbanized areas of west Pasco and Zephyrhills, as well as in Dade City, including connections between Dade City and Zephyrhills. In addition, PCPT's Route 54, the Cross County Connector on SR-54/56, operates from US 19 to Zephyrhills and Route 41 in Land O'Lakes.

TAM Plan Requirements

PCPT is a Tier II transit provider, defined as an agency that does not operate rail fixed-guideway public transportation systems and has either 100 or fewer vehicles in fixed-route revenue service during peak regular service or has 100 or fewer vehicles in general demand-response service during peak regular service hours.

As a Tier II provider this TAM Plan must, at a minimum, include:[1]

- An **asset inventory** of the number and type of capital assets that that PCPT owns.
- A **condition assessment** of the inventoried assets for which PCPT has direct ownership or capital responsibility.
- A description of the **analytical processes and decision-support tools** that PCPT uses to estimate capital investment needs over time and develop its investment prioritization.
- PCPT's **prioritized list of investments**.

Table 1-1 provides a checklist to show how PCPT complies with the required TAM Plan elements and where in this document each is found.

Table 1-1: FTA TAM Plan Compliance Checklist

Required Elements	Status/TAM Section
1. Do I have a TAM Plan that covers a four-year period?	Yes, this TAM Plan includes an FY 2019–FY 2023 horizon.
2. Was the TAM plan updated within the last four years?	This is the first required TAM Plan.
3. Do I have a TAM Plan that includes all required elements:	
a. An asset inventory for all assets used in the provision of public transportation, including those owned by third parties?	Section 2
b. A condition assessment of all assets in my asset inventory for which I have direct capital responsibility?	Section 3
c. An investment prioritization that:	Section 5
• **Ranks projects to improve or manage the state of good repair over the horizon period**	
• **Includes all capital assets for which I have direct capital responsibility,**	
• **Is at the asset class level?**	
d. Did I document the analytical processes and decision-support tools used in developing my TAM Plan?	Section 5

[1] 49 CFR Parts 625, § 625.25

Table 1-1: FTA TAM Plan Compliance Checklist (cont'd)

Required Elements	Status/TAM Section
4. Do I have documentation that I calculated performance for:	
Equipment **(non-revenue service vehicles, support-service and maintenance vehicles equipment) – percentage of vehicles that have either met or exceeded their Useful Life Benchmark (ULB) for all assets for which I have direct capital responsibility.**	Section 4 for Equipment and Rolling Stock (Facility and Infrastructure asset categories are not applicable for PCPT)
Rolling Stock **– percentage of revenue vehicles by vehicle type that have either met or exceeded their ULB for all assets for which I have direct capital responsibility.**	
Infrastructure **(rail fixed-guideway, track, signals, and systems) – percentage of track segments with performance restrictions for all assets for which I have direct capital responsibility.**	
Facilities **– percentage of facilities within an asset group rated below condition 3 on the TERM scale for all assets for which I have direct capital responsibility.**	
5. Do I have documentation that I set annual performance targets to project the following fiscal year for:	Section 4
• **Equipment**	
• **Rolling Stock**	
• **Facilities**	
6. Did I make my TAM Plan, any supporting records or documents, performance targets, investment strategies, and the annual condition assessment report available to the State and/or MPO that provides my funding?	The TAM Plan is delivered to FDOT and the MPO upon completion.

Source: Federal Transit Administration, https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/regulations-and-guidance/asset-management/55371/compliancechecklistfy2018_0.pdf.

TAM Plan Horizon

As previously noted, PCPT is required to complete its initial TAM Plan by October 1, 2018, to include a minimum four-year planning period. PCPT has elected to increase the TAM Plan planning period to five years to coincide with the first five years of its 10-Year Transit Development Plan (TDP), adopted by the BCC on September 17, 2018. Therefore, this TAM Plan covers a five-year planning period from October 1, 2018, to September 30, 2023. PCPT is required to update this TAM Plan in its entirety at least every four years, or by October 1, 2022, but may do so earlier if there is a significant change to staff, assets, and/or operations. The resulting updated TAM Plan can then be incorporated into PCPT's next major TDP update, which will be due September 1, 2023.

Accountable Executive

Per FTA TAM requirements, each transit operator receiving FTA funding must designate an "Accountable Executive" to implement the TAM Plan. PCPT's Accountable Executive will be the Director of Public Transportation, who will balance transit asset management, safety, day-to-day operations, and expansion needs in approving and carrying out the TAM Plan.

The Accountable Executive will be responsible for ensuring the development and implementation of the TAM Plan, in accordance with 49 CFR §625.25 (*Transit Asset Management Plan Requirements)*. Additionally, the Accountable Executive will be responsible for ensuring that the reporting requirements, in accordance with both 49 CFR §625.53 (*Recordkeeping for Transit Asset Management*) and §625.55 (*Annual Reporting for Transit Asset Management*) are completed. Furthermore, the Accountable Executive will approve the annual asset performance targets and TAM Plan document. These required approvals will be self-certified by the Accountable Executive via the annual FTA Certifications and Assurances forms in FTA's Transit Award Management System (TrAMS).

SECTION 2 ASSET INVENTORY

This section presents PCPT's existing asset inventory used to provide public transportation services within its service area.

Service Area

The Pasco County BCC through PCPT provides transit services in Pasco County. Pasco County is located in western central Florida and is bordered on the north by Hernando County, on the east by Sumter and Polk counties, on the west by the Gulf of Mexico, and on the south by Hillsborough and Pinellas counties. According to the 2010 Census, the county is 869 square miles in total size, with 747 square miles of land and 122 square miles of water. The county is divided into three areas: western, central, and eastern Pasco County. Fixed-route bus services operate throughout east and west Pasco and along SR-54/56. PCPT also operates the County's demand-response (paratransit) service.

Currently, PCPT provides fixed-schedule service on 11 routes in Pasco County; 3 serve the eastern areas of the county, 7 serve the western areas of the county, and 1 provides cross-county service. Map 2-1 illustrates PCPT's service area.

PCPT Asset Categories

49 CFR Parts 625, §625.25 defines four asset categories to be considered in the TAM Plan:

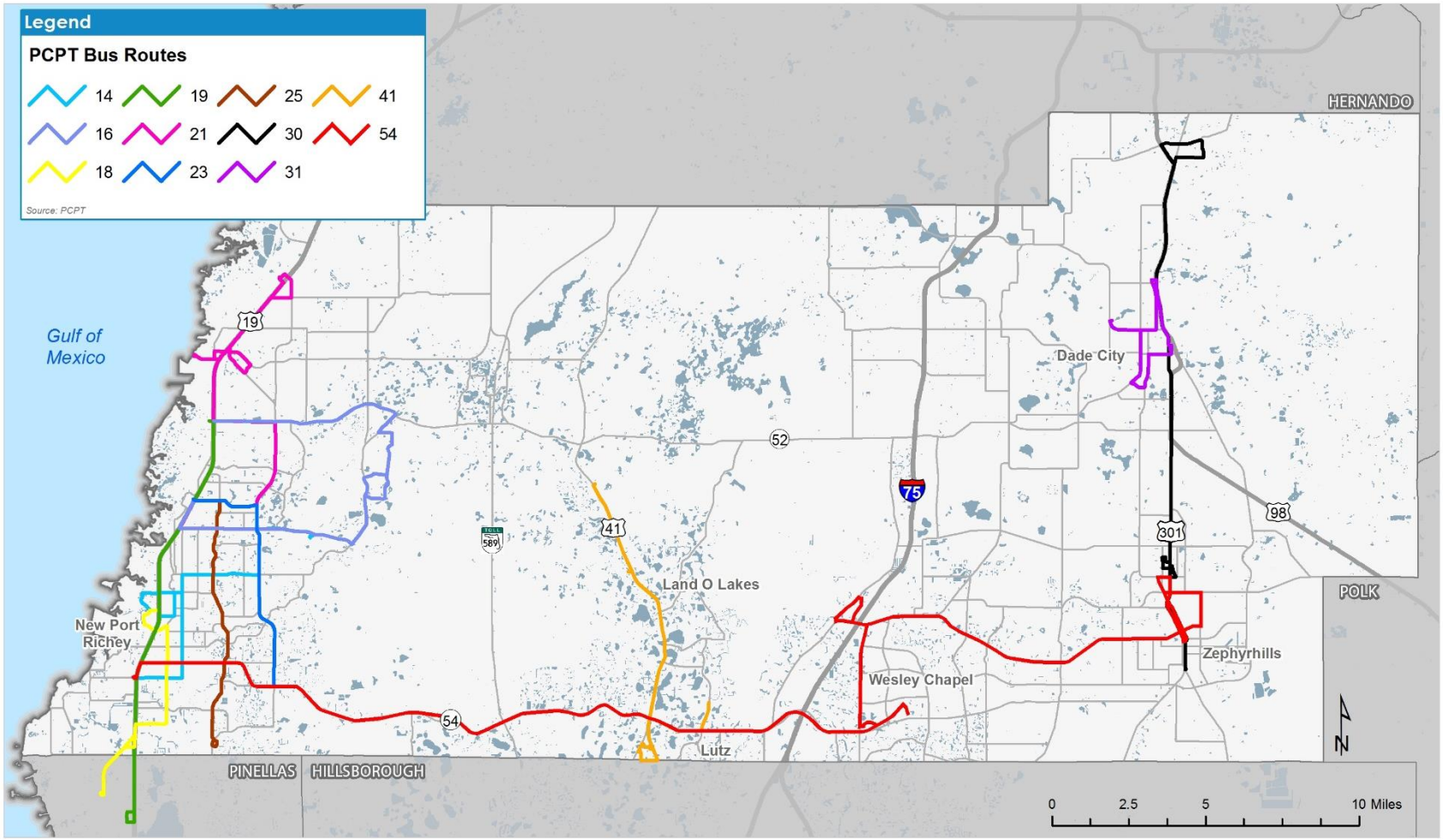
- Rolling Stock – revenue vehicles used to provide transit service
- Equipment – non-revenue service vehicles that have an acquisition value of $50,000 or more
- Infrastructure – structures (e.g., bridges, tunnels, elevated structures) or fixed-guideway infrastructure (e.g., track, exclusive bus right-of-way)
- Facilities – maintenance or administrative facilities, passenger facilities, or parking facilities (e.g., parking garages or park-and-ride lots)

Capital assets that PCPT owns, operates, and has a direct capital responsibility for and included in the TAM Plan inventory comprise the following asset categories:

- Rolling Stock
- Equipment

PCPT does not own or have exclusive use of any facility or infrastructure assets; therefore, these categories have not been included in the TAM Plan. Two sources were used to assemble PCPT's asset inventory: 1) Pasco County's fixed accounting register, and 2) PCPT's vehicle inventory.

Map 2-1: PCPT Service Area



Asset Base

To further define PCPT's inventory and calculate the current value of its asset base, the assets included in the rolling sock and equipment asset categories are further broken down by asset class. Table 2-1 shows the asset classes that will be used throughout the TAM Plan for both asset categories. This table also provides the number of assets under each asset class and the associated 2018 dollar value and distribution. Rolling stock assets equate to 95% of PCPT's existing inventory value, with 85% of those being fixed-route buses.

Table 2-1: 2018 Asset Base

Asset Category	Asset Class	Number of Assets	Total Value 2018	Distribution of Value
Rolling Stock	Buses (Fixed-Route Vehicles)	40	$14,027,537	85%
	Cutaways (Paratransit Vehicles)	20	$1,587,787	10%
Equipment	Non-Revenue Vehicles	14	$207,162	1%
	Other Equipment	78	$713,776	4%
TOTAL		**153**	**$16,536,262**	

Existing Asset Inventory

This section discusses the rolling stock and equipment capital assets that PCPT owns, operates, and for which it has direct capital responsibility and that are included in the TAM Plan asset inventory.

Rolling Stock

The rolling stock asset category includes revenue service vehicles operated and owned by PCPT with the primary purpose of transporting passengers. PCPT does not use or operate any third-party rolling stock assets.

In addition to the TAM Plan, data for rolling stock assets is maintained in an Excel-based inventory and updated on an as-needed basis by PCPT's Director of Operations, as PCPT acquires only 5–6 buses, on average, every other year. A review of PCPT's rolling stock asset inventory was completed and determined to be complete. The following required data fields are maintained for each rolling stock asset:

- PCPT No. Assigned
- Vehicle Number
- RVI
- Year
- Tag Number
- Make
- Fuel Type
- Model
- Seating Capacity
- Length
- VIN
- Cost
- Date Acquired
- Funding Source
- Title Holder
- Condition
- Years in Service
- FTA ULB
- Replacement Year
- Active Y/N
- Mileage
- Miles Left to 500k
- Miles per Month
- Cost per Mile

PCPT's rolling stock inventory consists of 60 vehicles, including a fleet of 40 buses for fixed-route service and 20 cutaway vans for paratransit service. PCPT's rolling stock asset inventory is summarized in Table 2-2 for fixed-route service and Table 2-3 for paratransit service.

Table 2-2: Fixed-Route Rolling Stock Assets

Make	Model	ID #	Acquisition Year	Mileage	Acquisition Cost
Blue Bird	ULTRA LF	30425	2006	449,543	$227,658
Blue Bird	ULTRA LF	30426	2006	422,980	$227,658
Blue Bird	ULTRA LF	31910	2007	372,397	$247,500
Blue Bird	ULTRA LF	31911	2007	371,195	$247,500
Blue Bird	ULTRA LF	31913	2007	411,505	$247,500
Blue Bird	ULTRA LF	31914	2007	440,643	$247,500
Blue Bird	ULTRA LF	33412	2007	345,221	$272,700
Blue Bird	ULTRA LF	33414	2007	322,577	$272,700
Blue Bird	ULTRA LF	33415	2007	337,092	$272,700
El Dorado	EZRII-MAX35'	34876	2010	407,389	$329,065
El Dorado	EZRII-MAX35'	34877	2010	392,508	$329,065
El Dorado	EZRII-MAX35'	34878	2010	485,675	$329,065
El Dorado	EZRII-MAX35'	34879	2010	432,243	$329,065
El Dorado	EZRII-MAX35'	35435	2011	359,217	$362,177
El Dorado	EZRII-MAX35'	35436	2011	346,291	$362,177
El Dorado	EZRII-MAX35'	35566	2011	329,223	$362,177
El Dorado	EZRII-MAX35'	35567	2011	344,989	$362,177
El Dorado	EZRII-MAX35'	35568	2011	399,759	$362,177
El Dorado	EZRII-MAX35'	35569	2011	401,658	$362,177
El Dorado	EZRII-MAX35'	35570	2011	401,718	$362,177
El Dorado	EZRII-MAX35'	35571	2011	358,222	$362,177
Gillig	Low Floor	37391	2014	189,548	$397,597
Gillig	Low Floor	37392	2014	192,574	$397,597
Gillig	Low Floor	37393	2014	158,896	$397,597
Gillig	Low Floor	37394	2014	268,069	$397,597
Gillig	Low Floor	37395	2014	231,221	$397,597
Gillig	Low Floor FDOT	39010	2016	144,947	$476,194
Gillig	Low Floor FDOT	39011	2016	135,851	$476,194
Gillig	Low Floor	39012	2016	161,056	$440,203
Gillig	Low Floor/HART	39891	2004	320,687	$1
Gillig	Low Floor/HART	39892	2004	70,071	$1
Gillig	Low Floor	40311	2016	69,935	$445,118
Gillig	Low Floor	40312	2016	82,908	$445,118
Gillig	Low Floor	41592	2017	22,685	$454,734
Gillig	Low Floor	41593	2017	21,632	$454,734
Gillig	Low Floor	41815	2018	4,412	$474,033
Gillig	Low Floor	41816	2018	5,114	$474,033
Gillig	Low Floor	41819	2018	4,574	$474,033
Gillig	Low Floor	41820	2018	4,865	$474,033
Gillig	Low Floor	41821	2018	3,962	$474,033
TOTAL					**$14,027,537**

Source: PCPT. Inventory data as of January 30, 2018.

Table 2-3: Paratransit Rolling Stock Assets

Make	Model	ID #	Acquisition Year	Mileage	Acquisition Cost
Chevy	Glavel	40035	2016	42,516	$75,768
Chevy	Glavel	40036	2016	40,920	$75,768
Chevy	Glavel	40037	2016	37,621	$75,768
Chevy	Glavel	40038	2016	38,172	$75,768
Chevy	Goshen	35572	2011	63,074	$80,319
Chevy	Goshen	35573	2011	70,136	$80,319
Chevy	Goshen	35574	2011	118,186	$80,319
Chevy	Goshen	35575	2011	124,450	$80,319
Chevy	Goshen	35576	2011	147,069	$80,319
Ford	Starcraft	34944	2009	156,781	$58,299
Ford	Starcraft	34945	2009	177,562	$58,299
Ford	Starcraft	30327	2006	204,819	$52,840
Ford	Cutaway	40039	2016	63,074	$119,592
Ford	Cutaway	40040	2016	70,136	$119,592
Ford	Champion	41667	2017	5,510	$79,083
Ford	Champion	41668	2017	5,965	$79,083
Ford	Champion	41669	2017	6,494	$79,083
Ford	Champion	41670	2017	6,632	$79,083
Ford	Champion	41671	2017	6,855	$79,083
Ford	Champion	41672	2017	5,350	$79,083
TOTAL					**$1,587,787**

Source: PCPT. Inventory data as of January 30, 2018.

Equipment

Equipment evaluated per FTA requirements[2] in this TAM Plan includes all non-revenue service vehicles regardless of value and any relevant vehicle or other equipment with an acquisition cost of $50,000 or more. This includes equipment that supports providing public transportation service, such as fare boxes or radios, or that is used primarily to support maintenance and repair work for a public transportation system, supervisory work, or for the delivery of materials, equipment, or tools. PCPT does not use or operate any third-party equipment assets, as it owns and operates all non-revenue service vehicles.

PCPT's inventory for the equipment asset category includes non-revenue service vehicles and equipment related to revenue vehicles.

Non-Revenue Service Vehicles

PCPT owns and operates 14 non-revenue service vehicles for use in its daily operations. The make and model of each vehicle are summarized in Table 2-4.

2 49 CFR §625.25(b)(1)

Table 2-4: Non-Revenue Vehicle Equipment Assets

Make	Model	ID #	Acquisition Year	Mileage	Acquisition Cost
Ford	Focus	28694	2005	171,818	$13,815
Ford	Focus	28696	2005	102,621	$13,815
Ford	Focus	28697	2005	83,068	$13,815
Ford	Focus	28698	2005	49,108	$13,815
Ford	Fusion	34430	2009	116,005	$15,280
Ford	Fusion	34436	2009	66,851	$15,280
Ford	Taurus	23705	2000	102,294	$16,785
Ford	Fusion	35781	2012	83,139	$13,598
Ford	Fusion	35782	2012	70,545	$13,598
Ford	Focus	35783	2012	84,513	$13,598
Ford	Fusion	37873	2015	9,099	$17,149
Ford	Fusion	38141	2014	22,175	$16,480
Ford	F150	35583	2011	81,288	$15,067
Ford	F150	35584	2011	77,906	$15,067
TOTAL					**$207,162**

Source: PCPT. Inventory data as of January 30, 2018.

In addition to the TAM Plan, data for non-vehicle service vehicle assets are maintained in an Excel-based inventory and updated on an as-needed basis by PCPT's Director of Operations. A review of PCPT's non-revenue vehicle equipment asset inventory was completed and determined to be complete.

The following required data fields are maintained for each equipment asset:

- PCPT No.
- Assigned
- Vehicle Number
- RVI
- Year
- Tag Number
- Make
- Fuel Type
- Model
- Seating Capacity
- Length
- VIN
- Cost
- Date Acquired
- Funding Source
- Title Holder
- Condition
- Years in Service
- FTA ULB
- Replacement Year
- Active Y/N
- Mileage
- Miles Left to 500k
- Miles per Month
- Cost per Mile

Other Equipment

Other equipment included in the TAM Plan is related to buses. As shown in Table 2-5, this includes the bus washer, fare boxes, and radios. FTA requires reporting on all non-revenue service vehicle equipment assets with an acquisition value of $50,000 or more; however, PCPT chose to include these other relevant equipment assets in its TAM Plan, regardless of value.

Table 2-5: Other Equipment Assets

Asset Description	Acquisition Year	Quantity	Unit Cost	Acquisition Cost
Bus washer	2013	1	$130,000	$130,000
24-farebox installation/PEM training	2006	1	$15,985	$15,985
Elec fare box test equip	2011	1	$13,450	$13,450
Electronic fare box	2006	25	$10,826	$270,655
Electronic fare box	2010	4	$13,100	$52,400
Electronic fare box-elec key	2006	1	$850	$850
Electronic fare boxes	2008	1	$3,850	$3,850
Electronic fare box-installation	2006	1	$565	$565
Fare box	2008	7	$13,063	$91,438
Fare box	2008	1	$12,513	$12,513
Fare boxes 36 in.	2013	1	$10,150	$10,150
Fare boxes 36 in.	2013	1	$15,867	$15,867
Fare boxes 36 in.	2013	1	$100	$100
Fare boxes 36 in.	2013	1	$14,000	$14,000
Genfare 36" Odyssey farebox	2015	1	$13,489	$13,489
Hand-held radio	2002	1	$2,700	$2,700
Mobile radio	2011	5	$1,781	$8,906
Mobile x6-25m radio	2016	4	$3,060	$12,240
Radio portable scan	1999	1	$1,819	$1,819
Radio-portable	2010	10	$1,800	$18,000
Reband mobile radio	2014	7	$2,800	$19,600
Reband mobile radio	2014	2	$2,600	$5,200
TOTAL		**78**		**$713,776**

Source: PCPT. Inventory data as of April 20, 2018.

In addition to the TAM Plan, data for equipment assets is maintained in a separate Excel-based inventory and updated periodically by PCPT staff. A review of PCPT's vehicle-related equipment asset inventory was completed and determined to be complete.

The following required data fields are maintained for each equipment asset:

Asset	Department	Soy Value	Po #
Description	Custodian	Book Value	Invoice
Status	Date Acquired	Est Salvage Value	Invoice Date
Type	Cost	Capitalize?	Invoice Amount
Tag #	Model	Depreciate?	Po Org 1
Serial/Parcel	Model Year	Deprec Prin	Po Project 1
Class Code	Condition	Ltd Accum Depr	Po Org 2
Subclass	Acquire Method	Per's Taken	Po Object 2
Location	Last Inventory Date	Disposal Memo	Po Project 2
Location Description	Useful Life	Purchase Memo	Po Amount 2
Location Memo	Last Appraised Value	Vendor	

Facilities

Facilities are any structure used in providing public transportation that PCPT owns and for which it has a direct capital responsibility. Facilities used, but not necessarily owned or operated, by PCPT include the West Pasco facility on Galen Wilson Boulevard in Port Richey off Ridge Road and the East Pasco facility in San Antonio just off SR-52. Fuel facilities are available at each operation center location. In addition to these facilities, PCPT uses the County's fleet maintenance for equipment servicing. Transit agency administrative offices located in a facility that have only incidental transit use, such as the County's operations buildings, are not required to be included in the TAM Plan. As previously noted, there are no assets included under the Facility asset category in this TAM Plan.

Future Asset Inventory Changes

Future Rolling Stock Assets

In addition to replacement vehicles for its existing fleet, PCPT plans to expand its services over the next five years. This will require the purchase of additional fixed-route and paratransit revenue vehicles during this period.

Fixed-route buses:

- 5 for improved frequency on Route 19
- 3 for Express service on SR-52
- 10 for 30-minute service on selected routes
- 1 for Shady Hills Connector
- Additional 3 regular buses as spares

Paratransit vans:

- 1 for Land O' Lakes microtransit service on US-41
- 1 for Wiregrass Hopper
- 3 for expanding ADA paratransit services
- Additional 1 van as a spare

Future Facility Assets

Plans for the construction of a new East Pasco facility on McKendree Road in San Antonio are underway. Renderings of the new facility are illustrated in Figure 2-1.

The currently-vacant 18 acre site (on an approximately 25-acre parent tract) will serve as the maintenance and storage facility for PCPT's east county operations and will include parking for fleet buses and non-revenue vehicles, a vehicle wash station, and offices for administrative personnel. The facility is expected to be completed in late 2020.

Figure 2-1: Renderings of East Pasco Administration & Maintenance Facility

Source: PCPT

SECTION 3 ASSET CONDITION ASSESSMENT

PCPT has established a procedure for measuring and evaluating the state of good repair (SGR) of its asset base. FTA defines SGR as *"… the condition in which a capital asset is able to operate at a full level of performance."* This section describes the methodology used for measuring asset SGR and reports the current condition of PCPT's rolling stock and equipment assets.

Assessment Methodologies

The most common approaches to asset condition assessments are:

1. *Age-based* – Assets older than their Useful Life Benchmark (ULB) are considered to be not in SGR and in poor condition.
2. *Usage-based* – Analogous to age-based condition measurements, the condition determining factor is asset usage (e.g., measured in miles run)
3. *Condition-based* – Asset condition ratings are developed by assessing the condition of the assets, usually through physical assessments during routine inspection or maintenance work or a separate condition assessment effort.

For the purposes of the TAM Plan, PCPT assets were assessed using the age-based approach. The condition assessment results are further discussed later in this section.

Useful Life Benchmarks

FTA defines ULBs as "… *the expected lifecycle 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*."

PCPT's asset ULBs were determined using FTA ULB guidance. Table 3-1 summarizes the ULB and condition assessment method used for the asset classes evaluated in the TAM Plan.

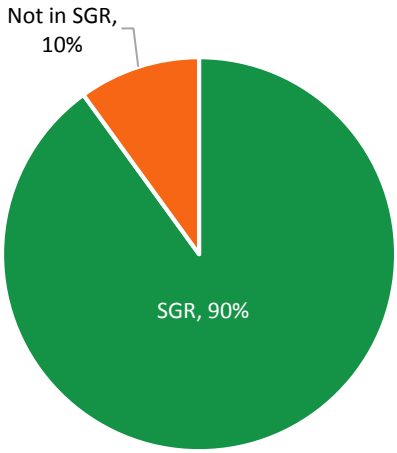
Table 3-1: Overview of TAM Plan Asset Useful Life Benchmarks

Asset Class	ULB (Yrs)
Buses	12
Cutaways	7
Non-Revenue Vehicles	5
Other Equipment	
Farebox	10
Radios	3
Bus Wash	10

Condition Assessment

PCPT's TAM asset base inventory, described in Section 2, was assessed for its condition based on the age of the assets. Figure 3-1 shows that only 10% of PCPT's assets, in terms of total asset base dollar value, are currently not in SGR.

Figure 3-1: PCPT State of Good Repair Status by Asset Value, 2018



This high percentage of PCPT's assets in SGR is because PCPT's rolling stock assets, its largest asset category in terms of dollar value, are relatively newer assets; nearly half of the fixed-route buses were purchased in the past four years. Although rolling stock accounts for only 39% of the asset base in terms of counting individual assets, it makes up 94% of the total dollar value. The SGR analysis is broken down by asset category below.

Rolling Stock

The condition assessment methodology for rolling stock is based on the ULB and the age of the asset. The percentages of rolling stock not in SGR by asset value are shown in Table 3-2. Only 3% of the overall rolling stock assets are currently not in SGR.

Table 3-2: Rolling Stock State of Good Repair, 2018

Asset Class	Total Assets	Total Value 2018	Assets Not in SGR by Count	% of Assets Not in SGR by Count	Assets Not in SGR by Value	% Not in SGR by Value
Buses	40	$14,027,537	4	10%	$455,318*	3%
Cutaways	20	$1,587,787	8	40%	$571,033	36%
TOTAL	**60**	**$15,615,324**	**12**	**20%**	**$513,175**	**3%**

**Low value due to two vehicles currently kept as spares and valued at only $1.00 each.*

Equipment

The condition assessment methodology for equipment is based on the ULB and the age of the asset. The percentages of equipment assets in SGR by asset value are shown in Table 3-3. Overall, only 32% of equipment assets are in SGR. However, equipment assets make up only 4% of the total asset base value so the overall dollar value of equipment assets not in SGR is relatively low compared to PCPT's overall asset base value.

Table 3-3: Equipment State of Good Repair, 2018

Asset Class	Total Assets	Total Value 2018	Assets Not in SGR by Count	% of Assets Not in SGR by Count	Assets Not in SGR by Value	% Not in SGR by Value
Non-Revenue Vehicles	14	$207,162	12	$173,533	86%	84%
Other Equipment	78	$713,755	63	$452,080	81%	63%
Farebox	47	$515,311	37	$395,855	79%	77%
Radios	30	$68,464	26	$56,225	87%	82%
Bus Wash	1	$130,000	0	$0	0%	0%
TOTAL	**92**	**$920,938**	**76**	**$625,613**	**83%**	**68%**

Facilities

Transit agency administrative offices located in a facility that has only incidental transit use, such as the County's operations buildings, are not required to be included in the TAM Plan condition assessment. Once PCPT's new operations facility is completed in 2020, the TAM Plan will be amended to include this additional asset. A condition assessment for the new operations facility will need to be provided in the next TAM Plan to be completed by October 1, 2023.

SECTION 4 ANNUAL PERFORMANCE TARGETS AND MEASURES

State of Good Repair Policy

PCPT's SGR policy is such that a capital asset is in SGR when the following objective standards are met:

1. If the asset is in a condition sufficient to operate at a full level of performance; an individual capital asset may operate at a full level of performance regardless of whether or not other capital assets within a public transportation system are in SGR.
2. The asset is able to perform its manufactured design function.
3. The use of the asset in its current condition does not pose an identified unacceptable safety risk and/or deny accessibility.
4. The asset's life-cycle investment needs have been met or recovered, including all scheduled maintenance, rehabilitation, and replacements.

The TAM Plan allows PCPT to predict the impact of its polices and investment justification decisions on the condition of its assets throughout the asset's life cycle and enhances the ability to maintain SGR by proactively investing in an asset before the asset's condition deteriorates to an unacceptable level. The goal of these policies is to allow PCPT to determine and predict the cost to improve asset condition(s) at various stages of the asset life cycle while balancing prioritization of capital, operating, and expansion needs. The two foundational criteria of SGR performance measures are ULB and condition.

SGR Performance Measures and Targets

SGR performance measures combine the measures of ULB and physical condition to create performance measures from which asset performance targets can be derived on an annual basis. These performance measures are directly related to asset lifecycle (ULB and condition) and maintenance needs. By the time an asset meets or exceeds its assigned ULB, it should have reached its prescribed mileage, maintenance, and condition requirements. FTA-defined SGR performance measures include:

- Rolling Stock (Age) – The percentage of revenue vehicles (fixed-route and paratransit) within a particular asset class that have either met or exceeded their ULB.
- Equipment (Non-Revenue Service Vehicles) (Age) – Applies only to non-revenue service vehicles and does not include "other" equipment assets. The SGR performance measure for non-revenue, support-service, and maintenance vehicle equipment is the percentage of those vehicles that have either met or exceeded their ULB.
- Facilities (Condition) – The percentage of facilities within an asset class rated below condition 3 on the FTA TERM Scale; currently does not apply to PCPT, as no facilities are included in the TAM Plan.

Table 4-1 shows the percentage of PCPT's assets (by count) that have met or exceeded their ULB for each asset class in 2018 and their performance targets for the next five years. As discussed further in Section 6, the targets assume PCPT will replace the assets once they have reached ULB. These performance targets will be reported to NTD annually, as discussed in Section 7.

Table 4-1: PCPT 2018 SGR Performance and Targets (2019–2023)

Asset Class	2018 Performance	2019 Target	2020 Target	2021 Target	2022 Target	2023 Target
Rolling Stock						
Buses	10%	18%	0%	0%	10%	20%
Cutaways	40%	0%	0%	0%	0%	30%
Equipment						
Non-Revenue Vehicles	86%	7%	7%	0%	0%	86%
Facilities						
Administrative/Maintenance	N/A*	N/A*	N/A*	0%	0%	0%

**Expected completion date for new facility is Fall 2020*

As previously noted, FTA-defined SGR performance measure for equipment assets applies only to non-revenue service vehicles and does not include other equipment assets for non-revenue; therefore these other equipment assets are not included in this table.

SECTION 5 DECISION SUPPORT TOOLS & PRIORITIZATION

Decision Support

The documents shown in Table 5-1 are used to support investment decision-making, including project selection and prioritization processes.

Table 5-1: Decision Support Tools

Documents	Description
Preventive Maintenance Plan	Details all policies and procedures related to the agency's fleet of vehicles, including inspection schedules for fixed-route and paratransit vehicles, inspection checklists, and policies regarding equipment inventory and vehicle failures.
Vehicle Replacement Plan	PCPT plans to replace vehicles as they reach their established ULB, resulting in an average of 6 fixed-route bus replacements per year over a 12-year period.
Transit Development Plan	10-year plan for transit and mobility needs, cost and revenue projects, and community transit goals, objectives, and policies; includes 10-year Implementation Plan detailing capital asset needs over the TDP planning horizon.

PCPT currently repairs damaged or non-functional assets on an as-needed basis and does not overhaul or rehabilitate any vehicle assets. Assets are replaced once the asset's ULB is met or an asset is considered a total loss. When a revenue vehicle is retired, it will be evaluated for placement in the contingency fleet; otherwise it is disposed of.

Prioritization Process

PCPT uses a two-phased approach for the project prioritization process. Investment projects will first be selected using a set of criteria, then the selected projects will be assigned criticality scores to prioritize them for funding. The prioritization process is described in more detail below, and the resulting scores for each project can be found in Appendix A.

Phase 1 Project Selection

Project selection is based on the following three criteria:

1. *Age* – assets will be identified as investment projects if they have met or will meet their ULB within the five-year TAM horizon period. For example, if a farebox will meet or exceeded its ULB of 10 years in 2020, it will be selected as a 2020 project.
2. *Physical Condition Assessment* – if an asset has been identified as being in a poor or non-functional condition, regardless of age, it will be selected for replacement in 2019.

3. *TDP Implementation Plan* – Projects identified in *Access Pasco,* PCPT's 2019 TDP Implementation Plan, will be considered for prioritization based on the year identified in the plan.

Phase 2 Criticality of Assets

Asset criticality is the relative risk of a negative impact to the safe, reliable delivery of service arising from the failure of an asset. The TAM Plan establishes and applies a method for assigning a criticality rating or score of a 1, 3, or 5 to each asset.

PCPT's asset criticality has two considerations:

1. **Safety** – Will the project improve the overall performance/SGR of an asset class and remove potential safety risks? For example, if a revenue vehicle is identified to be replaced in a certain year, it will score a 5 due to the assumption that an over-age vehicle has a higher probability for mechanical or other failures during service that could cause an accident or otherwise affect the safety of riders or others. A farebox replacement would score a 1 due to the relatively low risk of a safety hazard occurring if the farebox functionality should fail.

   Safety Scores:

   1 point: No/minor impact
   3 points: Moderate impact
   5 points: Major impact

2. **Impact on Service** – Will projects directly affect service delivery and operations? For example, projects involving revenue vehicles will receive a 5, as they are the most essential assets for PCPT to provide service. Ensuring that PCPT constantly has a fully-functioning fleet is important to perform its mission and provide service the public.

   Impact on Service Scores:

   1 point: No/minor impact
   3 points: Moderate impact
   5 points: Major impact

The scores from both criticality components are then summed, and each project is assigned a priority designation of Low, Medium, or High based on the following point scale:

- Low priority: 1–3 points
- Medium priority: 4–7 points
- High priority: 8–10 points

Prioritized List of Assets

The ranking of investment prioritization programs and projects resulting from the criticality methodology are grouped by the year in which PCPT plans to carry out the project. The list of prioritized investments is shown in Table 5-2. The list indicates whether the project has been identified in the FY 2019-2028 TDP, or if it was specifically identified during the TAM Plan process or both. While bus stop assets are not included in the TAM Plan inventory because they do not meet the minimum funding threshold identified by FTA, bus stop ADA and amenity improvements identified in the TDP are included for prioritization in the TAM Plan project list. This is because these projects are all competing for a limited amount of capital funding available to PCPT over the next five years and TAM-designated projects should be prioritized and considered along with other capital needs identified in the TDP. Future PCPT "super stop" locations, defined in the TDP as enhanced bus stops that may include a kiosk, real-time bus arrival information display, lighting, covered seating, bike storage, and other amenities, may need to be added to the TAM Plan at a later date depending on the scale and value of the overall asset once constructed. It should be noted that the new operations facility is identified as a special capital project and funded separately outside of the 10-year TDP and is therefore not included in the prioritized project list below.

Table 5-2: Prioritized List of PCPT Capital Projects, 2019–2023

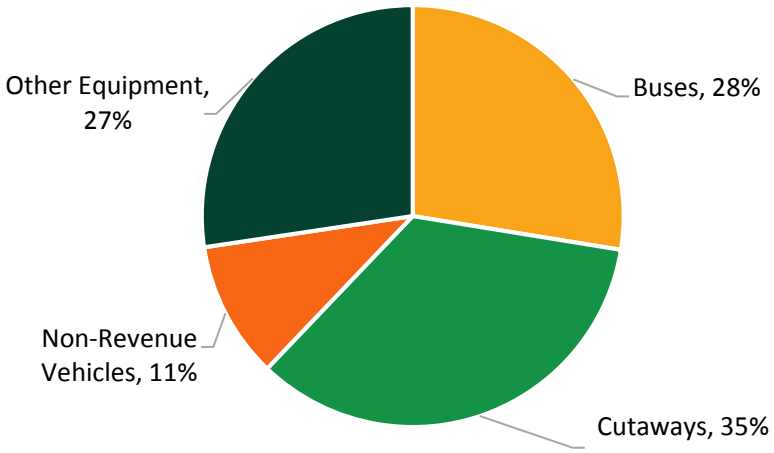
Project Year	Project Name	Asset Category	Asset Class	Cost	Priority	TDP/TAM Projects
2019	**Revenue Vehicle Replacement**	**Rolling Stock**	**Buses**	**$3,500,000**	**High**	**TDP/TAM**
	Revenue Vehicle Expansion	Rolling Stock	Cutaways	$90,000	Medium	TDP
	ADA Improvements to Bus Stops	Facilities	Passenger Facilities	$150,000	Medium	TDP
	Bus Stop Amenities	Facilities	Passenger Facilities	$125,000	Medium	TDP
	Radio Replacement	Equipment	Other Equipment	$69,628	Medium	TAM
	Non-Revenue Vehicle Replacement	Equipment	Non-Revenue Vehicles	$45,000	Low	TDP
	Farebox Replacement	Equipment	Other Equipment	$402,585	Low	TAM
2020	**Revenue Vehicle Replacement**	**Rolling Stock**	**Cutaways**	**$459,000**	**High**	**TDP/TAM**
	Revenue Vehicle Expansion	Rolling Stock	Buses	$2,550,000	Medium	TDP
	ADA Improvements to Bus Stops	Facilities	Passenger Facilities	$153,000	Medium	TDP
	Bus Stop Amenities	Facilities	Passenger Facilities	$127,500	Medium	TDP
	Farebox Replacement	Equipment	Other Equipment	$27,098	Low	TAM
	Non-Revenue Vehicle Replacement	Equipment	Non-Revenue Vehicles	$45,900	Low	TDP
2021	Revenue Vehicle Expansion	Rolling Stock	Buses	$1,560,600	Medium	TDP
	ADA Improvements to Bus Stops	Facilities	Passenger Facilities	$156,060	Medium	TDP
	Bus Stop Amenities	Facilities	Passenger Facilities	$130,050	Medium	TDP
	Superstops	Facilities	Passenger Facilities	$1,820,700	Medium	TDP
	Radio Replacement	Equipment	Other Equipment	$59,141	Medium	TAM
2022	**Revenue Vehicle Replacement**	**Rolling Stock**	**Buses**	**$2,653,020**	**High**	**TDP/TAM**
	Revenue Vehicle Replacement	**Rolling Stock**	**Cutaways**	**$191,017**	**High**	**TDP/TAM**
	Revenue Vehicle Expansion	Rolling Stock	Cutaways	$286,526	Medium	TDP
	ADA Improvements to Bus Stops	Facilities	Passenger Facilities	$159,181	Medium	TDP
	Superstops	Facilities	Passenger Facilities	$928,557	Medium	TDP
	Bus Stop Amenities	Facilities	Passenger Facilities	$132,651	Medium	TDP
	Radio Replacement	Equipment	Other Equipment	$73,240	Medium	TAM
	Farebox Replacement	Equipment	Other Equipment	$41,707	Low	TAM
2023	Revenue Vehicle Expansion	Rolling Stock	Buses	$5,412,161	Medium	TDP
	Revenue Vehicle Expansion	Rolling Stock	Cutaways	$97,419	Medium	TDP
	ADA Improvements to Bus Stops	Facilities	Passenger Facilities	$162,365	Medium	TDP
	Bus Stop Amenities	Facilities	Passenger Facilities	$135,304	Medium	TDP
	Superstops	Facilities	Passenger Facilities	$947,128	Medium	TDP
	Farebox Replacement	Equipment	Other Equipment	$43,645	Low	TAM
	Bus Wash Replacement	Equipment	Other Equipment	$141,432	Low	TAM

SECTION 6 STRATEGIC ASSET MANAGEMENT PLAN

2018 Investment Backlog

As mentioned in Section 3, 10% of PCPT's asset base, in terms of asset value, is not in SGR. This means the 2018 investment backlog is valued at $1,651,964. Figure 6-1 breaks down the backlog, in terms of asset value, by asset class. Paratransit cutaway vehicles make up most of the backlog with 35% of the 2018 investment backlog.

Figure 6-1: PCPT 2018 Investment Backlog by Asset Class



Capital Funding Plan

PCPT's 10-Year TDP for FYs 2019-2028, adopted by the BCC on September 17, 2018, provides a year-by-year capital finance plan to maintain and expand existing service. The first five years of this finance plan has been integrated in the TAM Plan to reflect reasonable annual performance targets for FYs 2019-2023 for each asset class (see Table 4-1).

It should be noted that the 10-Year TDP also includes funding for technology, bus stop infrastructure, and bus stop ADA improvements, which are not included in the TAM Plan inventory.

Vehicle Replacement and Acquisition

Table 6-1 presents PCPT's FY 2019-2023 TDP vehicle replacement and acquisition plan. In addition to replacing the existing fleet, this table also reflects new vehicles to be acquired over the next five years to support expanded transit service.

Table 6-1: Vehicle Replacement and Acquisition Plan, FYs 2019-2023

Year	Existing Assets			New Assets		10-Year Total	
	Regular Buses	*Paratransit Vehicles*	*Support Vehicles*	*Regular Buses*	*Paratransit Vehicles*	*Regular Buses*	*Paratransit Vehicles*
2019	7	0	1	0	1[2]	7	1
2020	0	5	1	5[1]	0	5	5
2021	0	0	0	3[1]	0	3	0
2022	5	2	0	0	4[1,3]	5	6
2023	0	0	0	10[1]	1[4]	10	1
Total	**12**	**7**	**2**	**18**	**6**	**25**	**13**

Source: Access Pasco 2019-2028 Transit Development Plan
[1] Total includes 1 spare bus.
[2] Land O' Lakes microtransit service on US-41.
[3] Total includes 1 paratransit vehicle to support ADA service for Wiregrass Hopper service.
[4] Total includes 1 paratransit vehicle to support ADA service for Shady Hills Connector service.

As shown in Table 6-2, the TDP replacement plan does not necessarily assume the vehicles will be replaced as soon as they reach their ULB, but instead within a reasonable timeframe based on when funding is anticipated to be available. Over the 10-year period, the TDP assumes 30 fixed-route vehicles will be replaced at an average of six vehicles every other year. The schedule for replacing vehicles reaching their ULB and the TDP replacement schedule is consistent until 2023, when eight fixed-route vehicles are up for replacement due to reaching their ULB, but will likely not be replaced until 2024 or 2026 due to funding availability. The rolling stock performance targets in Table 4-1 for FY 2022 and 2023 are consistent with the TDP replacement plan.

Table 6-2: Fixed-Route Bus Replacement Need vs. TDP Replacement Plan, FYs 2019-2028

Year	Vehicles Reaching ULB	TDP Vehicle Replacement Plan
2019	7	7
2020	0	0
2021	0	0
2022	4	5
2023	8	0
2024	0	6
2025	0	0
2026	5	6
2027	0	0
2028	5	6

Table 6-3 shows the 2019 replacement cost assumptions used in the TDP for each vehicle. Unit costs are assume to increase by 1.7% each year thereafter.

Table 6-3: Vehicle Unit Costs Assumptions, FYs 2019-2023

Vehicle Type	Unit Cost ($2019)
Regular Bus	$500,000
Paratransit Bus	$90,000
Support Vehicle	$45,000

Source: Access Pasco 2019-2028 Transit Development Plan

Cost Feasible Plan

Table 6-4 shows which assets are funded in the FY 2019-2023 TDP. The TDP currently does not allocate any funding for "other" equipment so existing capital funding may need to be reallocated or additional capital funding sought to ensure these projects are funded and these assets remain in SGR and the investment backlog does not increase. In addition to the replacement vehicles and the expansion vehicles identified in the projects list in Section 5, the TDP funds bus stop infrastructure and ADA improvements.

Table 6-4: PCPT Cost Feasible Plan, FYs 2019-2023

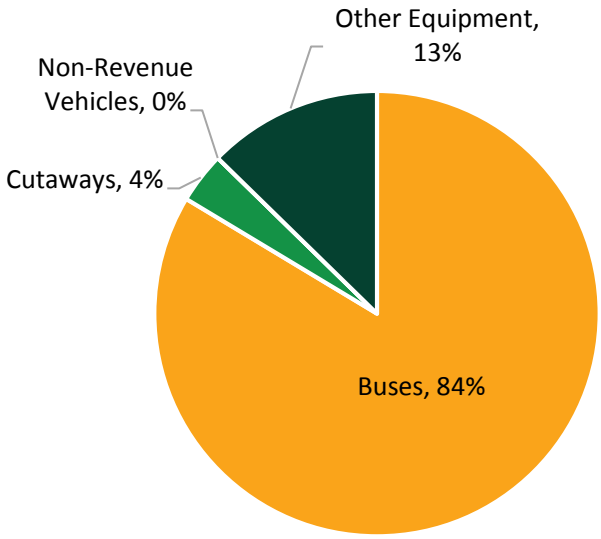
Funding Status/Asset Class	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Funded					
Replacement Vehicles	$3,545,000	$504,900	$0	$2,844,037	$0
New Vehicles	$90,000	$2,550,000	$1,560,600	$382,035	$5,509,580
Bus Stop Infrastructure	$275,000	$280,000	$2,106,810	$1,220,389	$1,244,797
Unfunded					
Other Equipment	$472,213	$27,098	$100,848	$73,240	$185,077

Predicted 2023 TAM Backlog

If investments over the next five years follow the TDP funding schedule, the backlog will reach $5,117,565 by 2023. Figure 6-2 shows the distribution of backlog by asset class. Backlog values for non-revenue vehicles and cutaways are nearly eliminated by 2023, but the backlog for buses totals over $4 million. As previously discussed, this high value is due to the vehicle replacement plan distributing the 2023 vehicle replacements over the remaining years of the TDP planning period beyond the five year planning horizon of this TAM Plan.

The remaining backlog belongs to the "other" equipment assets. Because these assets are not factored into the TDP funding, it is assumed that the assets that have reached ULB over the previous five years will not be replaced, causing the replacement costs to accumulate every year. As previously noted, performance targets for these equipment assets are not required by FTA.

Figure 6-2: PCPT 2023 Investment Backlog by Asset Class



Summary

Currently, 90% of PCPT's assets, in terms of dollar value, are in SGR. This high percentage of assets in SGR is the result of PCPT's proactive vehicle replacement plan. PCPT's fixed-route fleet only has two vehicles currently operating beyond their ULB, both of which will be replaced in 2019. Although the predicted 2023 backlog shows a significant revenue vehicle replacement need, the 10-year TDP shows funding for these vehicles in 2024 and 2026, beyond the TAM Plan five-year planning period.

PCPT's TDP financial plan mostly aligns with the projects identified in the TAM Plan. However, PCPT must find a way to allocate funding to "other" equipment assets to maintain a high SGR status for these assets. As previously noted, performance targets for these equipment assets are not required by FTA.

SECTION 7 RECORDKEEPING AND NTD REPORTING

TAM Recordkeeping

As required by 49 CFR §625.53, PCPT shall maintain all supporting TAM Plan inventories, records and documents, and will make TAM Plan records available to the FTA, the Florida Department of Transportation (FDOT), and the Pasco County Metropolitan Transportation Planning Organization (MPO).

The TAM Final Rule also provides that the Pasco MPO, FDOT, and PCPT (as the transit provider serving the metropolitan planning area) coordinate, to the maximum extent practicable, when setting TAM performance targets. Per FTA guidance, the Pasco County MPO must incorporate the performance targets set forth in this TAM Plan into its Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP) amended or updated after October 1, 2018, and include a description of the anticipated effect of the TIP or LRTP toward achieving the TAM performance targets.

Asset Management NTD Reporting Requirements

Under the TAM Final Rule (49 CFR §625.53), PCPT is required to report the following information annually to the National Transit Database (NTD):

1. Targets must be set annually for the performance of PCPT's assets and submitted to the NTD as part of the annual data submission. Each asset category has its own performance measure by which to set targets (see performance targets in Table 4-1).
2. Condition assessments and performance results for vehicles and facilities
3. A narrative report on changes in transit system conditions and the progress toward achieving previous performance targets.

PCPT's fiscal year begins on October 1st of each year. Table 7-1 shows the NTD reporting requirements for agencies with fiscal year beginning in October.

Table 7-1: NTD Reporting Requirements

Reporting Requirements	Timing
• **Report FY 2017 asset inventory module (AIM) data to NTD** • **Submit targets for FY 2018 to NTD (optional)**	January 2018
• **Complete compliant TAM Plan** • **Share TAM Plan with planning partners**	October 2018
• **Report FY 2018 AIM data to NTD (1st required)** • **Submit targets for FY 2019 to NTD (1st required)**	January 2019
• **Report FY 2019 AIM data to NTD** • **Submit targets for FY 2020 to NTD** • **Submit narrative report to NTD (1st required)**	January 2020
• **Report FY 2020 AIM data to NTD** • **Submit targets for FY 2021 to NTD** • **Submit narrative report to NTD**	January 2021
• **Complete compliant TAM Plan** • **Share TAM Plan with planning partners**	October 2022
• **Report FY 2021 AIM data to NTD** • **Submit targets for FY 2022 to NTD** • **Submit narrative report to NTD**	January 2022
• **Incorporate TAM Plan into the capital plan of the TDP Major Update**	September 2023[1]

Source: Federal Transit Administration

[1] While PCPT's next TAM Plan is due in 2022, this schedule has been extended to 2023 to illustrate the timing of the TAM Plan update cycle with respect to PCPT's next major Transit Development Plan update.

Appendix A: Project Prioritization Scores

A-1: Project Prioritization Scores

Project Name	Asset Category	Asset Class	Criticality			Priority
			Safety	Impact on Service	Total Score	
Revenue Vehicle Replacement	**Rolling Stock**	**Buses**	**5**	**5**	**10**	**High**
Revenue Vehicle Replacement	**Rolling Stock**	**Cutaway Buses**	**5**	**5**	**10**	**High**
Revenue Vehicle Expansion	Rolling Stock	Buses	1	5	6	Medium
Revenue Vehicle Expansion	Rolling Stock	Cutaway Buses	1	5	6	Medium
Non-Revenue Vehicle Replacement	Equipment	Non-Revenue Vehicles	1	1	2	Low
Farebox Replacement	Equipment	Other Equipment	1	1	2	Low
Radio Replacement	Equipment	Other Equipment	3	1	4	Medium
Bus Wash	Equipment	Other Equipment	1	1	2	Low
ADA Improvements to Bus Stops	Facilities	Passenger Facilities	1	3	4	Medium
Bus Stop Amenities	Facilities	Passenger Facilities	1	3	4	Medium
Super Stops	Facilities	Passenger Facilities	1	3	4	Medium