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MEMO

To: Shawn Johnson, Transportation Manager
Cc: Tommy Woolley, Interim Director of Engineering; David Bartels, VP Federal Compliance
From: Bryan Schmitz, Associate
Date: March 6, 2018
Re: Conroe Connection 2018-2021 Transit Asset Management Plan

SERVICE DESCRIPTION

Conroe Connection public transportation was launched January 2015 and is a department of the City of Conroe. The service includes two fixed routes with ADA complementary paratransit service. Conroe Connection is supported with funds from the Federal Transit Administration (FTA), the Texas Department of Transportation (TxDOT) and the City's General Revenue Fund.

The days and hours of operation are Monday through Friday; from 7:00 am to 7:00 pm. One-way fares are \$1.00 and \$.50 for seniors (over 65), students, children ages 6 to 12, persons with disabilities and Medicare cardholders. The service is free for children under 6 years accompanied by an adult.

CAPITAL ASSETS

As of February 6, 2018, Conroe Connection has a revenue vehicle fleet of six (6) active vehicles. There are four (4) Type 11, Low Floor Buses, and two (2) Type 7 passenger vans. Appendix A, Asset Portfolio, shows the detailed information about each vehicle. These vehicles provide service to the Conroe Connection Fixed Route Service and Americans with Disabilities Act (ADA) Complementary Paratransit service.

CONDITION ASSESSMENT

The FTA Transit Asset Management Final Rule: Subpart D – Performance Management § 625.41 defines the objective standards of State of Good Repair (SOGR) as follows.

“A capital asset is in a state of good repair if it meets the following objective standards:

(a) The capital asset is able to perform its designed function;

(b) The use of the asset in its current condition does not pose an identified unacceptable safety risk; and

(c) The life-cycle investment needs of the asset have been met or recovered, including all scheduled maintenance, rehabilitation, and replacements.”

CONROE CONNECTION SOGR POLICY

In order to keep the fleet in a SOGR, Conroe Connection vehicles are assessed by a third-party vehicle maintenance contractor at routine maintenance intervals and evaluated for condition throughout their established life cycle. Conroe Connection neither owns nor operates maintenance facilities. No half-life rehabilitations are performed on Conroe Connection fleet vehicles. Once the current fleet vehicles have exceeded their useful life, they will be decommissioned and sold at auction, or provided to the third-party transportation contractor to be used as spares. Currently, the Conroe Connection fleet SOGR is 100%. Appendix B, Condition Assessment, shows the most recent assessment of the fleet.

MANAGEMENT APPROACH

Conroe Connection’s Management Approach to support annual capital budgeting and program of projects prioritization is an in-house excel spreadsheet that:

- Establishes the number of active vehicles by vehicle type (Type 7, or Type 11) for each program;
- Calculates the average number of miles per vehicle based on the program’s prior year actual service and the number of vehicles in the fleet;
- Applies average miles to each vehicle annually, which results in an annual mileage estimate per vehicle based on year of purchase;
- Identifies vehicles that have exceed their useful life based on age and estimated mileage;
- Counts the number of vehicles that are in a State of Good Repair (SOGR) based on age and mileage parameters; and
- Calculates the SOGR percentage based on the recommended fleet size.

INVESTMENT PRIORITIZATION

Once vehicles have exceeded their useful life, they will not be replaced. All future vehicle replacement will be the responsibility of the third party transportation service provider.

APPENDICES

Appendix A: Asset Portfolio

Appendix B: Condition Assessment

Appendix A: Asset Portfolio:

ID Number	Acquisition Date	In Service Date	Cost	Federal Percentage	Funding Type	Fund Amount	Grant Number	Useful Life	Location	Use and Condition	Disposition Action	Vested Title	SGR
1473	12/15/14	1/19/2015	\$135,000	85%	5307/5339	\$80,654/ \$33677	TX-90-Y049-00, TX-34-0006	7 years / 200K miles	Conroe	Purchased New 2014	In service	City of Conroe	100%
1474	12/15/14	1/19/2015	\$135,000	85%	5307/5339	\$80,654/ \$33677	TX-90-Y049-00, TX-34-0006	7 years / 200K miles	Conroe	Purchased New 2014	In service	City of Conroe	100%
1475	12/15/14	1/19/2015	\$135,000	85%	5307/5339	\$80,654/ \$33677	TX-90-Y049-00, TX-34-0006	7 years / 200K miles	Conroe	Purchased New 2014	In service	City of Conroe	100%
1476	12/15/14	1/19/2015	\$135,000	85%	5307/5339	\$80,654/ \$33677	TX-90-Y049-00, TX-34-0006	7 years / 200K miles	Conroe	Purchased New 2014	In service	City of Conroe	100%
1603	12/12/15	3/28/2016	\$58,046	0%	State of Texas Appropriation	\$58,046	Brazos Transit District Subrecipient	4 years / 100K miles	Conroe	Purchased New 2015	In service	City of Conroe / TxDOT Lien	100%
1604	12/12/15	3/28/2016	\$58,046	0%	State of Texas Appropriation	\$58,046	Brazos Transit District Subrecipient	4 years / 100K miles	Conroe	Purchased New 2015	In service	City of Conroe / TxDOT Lien	100%

Appendix B: Condition Assessment

	Fleet Needs			Year	Year	Year	Year	Year
	Vehicle #	Current	Active	2017	2018	2019	2020	2021
Conroe Connection Fixed Route		4	4		Mileage Projections			
Type 11	1473			18,789	37,536	56,283	75,030	93,777
Type 11	1474			18,324	37,071	55,818	74,565	93,312
Type 11	1475			18,324	37,071	55,818	74,565	93,312
Type 11	1476			19,550	38,297	57,044	75,791	94,538
Total Vehicles for Replacement				0	0	0	0	0
Fleet Size				4	4	4	4	4
Vehicles in SOGR				4	4	4	4	4
Percent Vehicles in SOGR				100%	100%	100%	100%	100%
Conroe Complementary ADA Paratransit		2	2					
Type 7	1603			6,996	17,244	27,493	37,741	47,990
Type 7	1604			13,501	23,749	33,998	44,246	54,495
Total Vehicles for Replacement				0	0	0	0	0
Fleet Size				2	2	2	2	2
Vehicles in SOGR				2	2	2	2	2
Percent Vehicles in SOGR				100%	100%	100%	100%	100%