

## Office of Transit and Active Transportation

### Transit Fleet Vehicle Replacement Eligibility Policy

**Effective Date:** 06/21/2019; Version 2 – updated 5/15/2020

#### Introduction

The Minnesota Department of Transportation (MnDOT) Office of Transit and Active Transportation (OTAT) *Transit Fleet Vehicle Replacement Eligibility Policy* (Policy) establishes the minimum number of years or miles, or maximum numbers of years (referred to as ceiling life) that transit fleet vehicles purchased with state or federal funds must be in service before they will be considered eligible for replacement. Transit fleet vehicles includes buses, vans, and service vehicles.

Under the previous Policy, transit fleet vehicles were required to meet both minimum age and miles, or have reached the maximum number of years to be considered eligible for replacement.

The revised Policy aligns with the Federal Transit Administration rolling stock replacement requirements and allows for transit fleet vehicles to be considered eligible for replacement if the vehicles meet minimum age *or* miles or have reached the maximum number of years. This change allows greater flexibility for OTAT and Greater Minnesota Transit Systems (Systems) to better manage transit fleet vehicles.

#### Required Transit Fleet Information and Replacement Process

1. Transit fleet vehicle replacement status is managed centrally by OTAT using the BlackCat Grant Management System. Vehicles funded through OTAT and requested to be replaced under this Policy will be managed and processed through the BlackCat Grants Management System (BlackCat).
2. To assist with fleet vehicle management, Vehicle Condition Assessment Reports (VCARs) should be submitted annually by Section 5311 (rural) Systems which contain valuable information on maintenance costs, fleet condition, age, and miles. Information from VCARs is then used by the Systems to populate and submit Vehicle Statistic Reports (VSRs) twice a year. Similar to 5311 Systems, Section 5310 (mobility of seniors and individuals with disabilities) and 5307 (small urban) providers are also required to submit VSRs twice a year. Section 5307 and 5310 Providers are not required to submit VCARs.
3. Starting in Calendar Year 2020, after all year end VSRs have been received by Systems/Providers and approved by OTAT Transit Project Managers, OTAT Asset Management staff will analyze and produce eligible replacement fleet inventories for each System/Provider.
4. Transit Systems/Providers will identify and communicate during the OTAT the Capital Fleet Application Process how many of the eligible vehicles are needed for replacement.
5. During the OTAT Capital Transit Fleet Application Process, Vehicle Identification Numbers (VINs) of fleet vehicles being replaced will be added to new fleet projects in BlackCat resulting in replacement VINs being locked for future replacement. This is a new security measure to ensure vehicles are not being replaced more than once.

#### Transit Fleet Vehicle Disposition

Transit fleet vehicles that are replaced will continue to be transferred or disposed of in accordance with OTAT's *Vehicle Disposition/Transfer Procedures*. Vehicles to be disposed or transferred will be directed to the MnDOT Transit Project Manager responsible for the System in which the vehicle is/was operated. MnDOT must approve all requests electronically prior to any disposition/transfer activities occurring.

**Note:** The replacement and disposal/transfer guidelines are similar. Separate policies were created to delineate between process and procedures for replacement and disposal/transfer – each is unique.

---

Approved by:  
Director, Office of Transit and Active Transportation

## Vehicle Size/Classification & Replacement Eligibility Guidelines

<p><b>Van or Support Vehicle</b> <b>(Less than 12,500 GVWR)</b> <i>Approximately 16' and shorter</i> Car, Pick-up truck, van, other passenger vehicle</p> <p>Minimum Revenue Service Life Years = 4 <i>OR</i> Minimum Revenue Service Life Miles = 100,000</p>	<p><b>Class 200</b></p>	
<p><b>Small Light-Duty Transit Bus</b> <b>(Up to 12,500 GVWR)</b> <i>Approximately 16' – 22'</i> Raised roof w/single or dual rear wheels</p> <p>Minimum Revenue Service Life Years = 4 <i>OR</i> Minimum Revenue Service Life Miles = 100,000</p>	<p><b>Class 300</b></p>	
<p><b>Medium-Size Light-Duty Transit Bus</b> <b>(12,300 – 16,000 GVWR)</b> <i>Approximately 20' – 30'</i> Raised roof/dual rear wheels</p> <p>Minimum Revenue Service Life Years = 5 <i>OR</i> Minimum Revenue Service Life Miles = 150,000</p>	<p><b>Class 400</b></p>	
<p><b>Medium-Size Medium-Duty Transit Bus</b> <b>(17,000 – 24,000 GVWR)</b> <i>Approximately 25' – 40'</i></p> <p>Minimum Revenue Service Life Years = 7 <i>OR</i> Minimum Revenue Service Life Miles = 200,000</p>	<p><b>Class 500</b></p>	
<p><b>Medium-Size Heavy-Duty Transit Bus</b> <b>(21,000 – 32,000 GVWR)</b> <i>Approximately 25' – 40'</i></p> <p>Minimum Revenue Service Life Years = 10 <i>OR</i> Minimum Revenue Service Life Miles = 350,000</p>	<p><b>Class 600</b></p>	
<p><b>Large Heavy-Duty Transit Bus/Over-the-Road Bus</b> <b>(Over 30,000 GVWR)</b> <i>Approximately 30' and longer</i> Includes articulated buses and simulated trolleys</p> <p>Minimum Revenue Service Life Years = 12 <i>OR</i> Minimum Revenue Service Life Miles = 500,000</p>	<p><b>Class 700</b></p>	