



Transit Asset Management Plan

MnDOT Office of Transit and Active Transportation

Version 3, October 1, 2018

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Version Tracking

Version 1.0, Date: 2014, Purpose – Original document

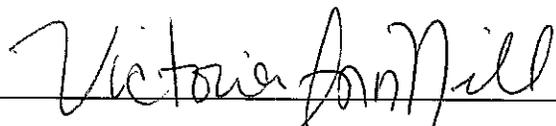
Version 2.0, Date: 2017, Purpose – Update original with proposed TAM rule making direction

Version 3.0, Date: October 1, 2018, Purpose – Update Version 2 for compliance with TAM final rules

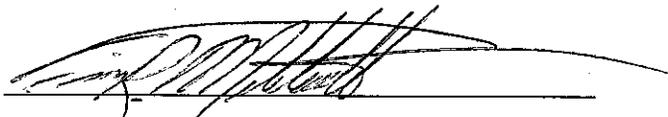
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Signature Page

Minnesota Department of Transportation
Office of Transit and Active Transportation (OTAT)



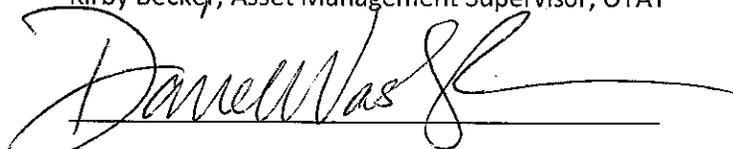
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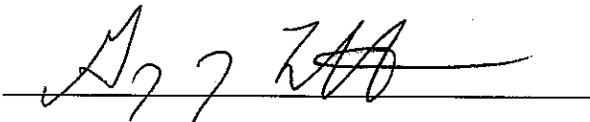
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Transit Asset Management Program

The Moving Ahead for Progress in the 21st Century Act (MAP-21) of 2012 identified Transit Asset Management (TAM) as a priority. TAM is 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 useful life, for the purpose of safe, cost-effective, and reliable public transportation.

TAM in MnDOT's Office of Transit and Active Transportation (OTAT) provides consistent, accountable, and transparent program guidance for all Greater Minnesota transit providers. It aids in the decision making process of balancing asset needs and demands for rolling stock, facilities, and equipment. For OTAT, rolling stock mainly includes revenue bus vehicles and no rail vehicles. Equipment mainly includes non-revenue service vehicles. Facilities range from General Purpose Maintenance – Overnight Storage Facilities to combined Administrative and Maintenance Facilities – including service and inspection.

Transit Asset Management Regulations

The Federal Fixing America's Surface Transportation (FAST) Act of 2015, following the expiration of MAP-21, establishes further direction and support for TAM. Additionally, the FAST Act establishes a Federal Transit Administration (FTA) TAM Final Rule – 49 CFR 625 (Appendix A) requires establishment of a National Transit Asset Management System to monitor and manage public transportation capital assets to improve safety, and increase reliability and performance. The TAM Final Rule also requires the establishment of a transit system TAM Plan.

State of Good Repair, which is the mechanism identified in the FAST Act for monitoring and managing public transportation capital assets, is the condition at which capital assets are able to perform their designed function without posing unacceptable safety risks to users. Assets, something that has potential or actual value, include rolling stock, facilities, and equipment. While all equipment is tracked in OTAT, equipment monitored and reported will include only those assets valued at \$50,000 or greater.

Transit Asset Management Applicability

While every transit system in Minnesota has an Asset Management Plan, some categorizing and clarity is needed to define what is required of the different transit systems. Greater Minnesota has transit systems that are defined as Sections 5307 – Small Urbanized Areas, 5311 – Rural Areas, and 5310 – Enhanced Mobility of Seniors and Individuals with Disabilities. Public Transportation, as defined in 49 USC 5302, 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.

All 5307 Transit Systems have declared that they will submit their own TAM Plans directly to the FTA. All 5310 Transit Systems are not Public Transportation, as per the definitions defined in the TAM Final Rule, and thus will not be part of the MnDOT sponsored Group TAM Plan, nor will they be submitting a TAM Plan. All 5311 Tribal Transits Systems are now FTA direct reports and will also not be part of the MnDOT sponsored Group TAM Plan.

All thirty 5311 Transit Systems were asked and agreed to be part of the MnDOT-sponsored Group TAM Plan. The map identifies seven (7) Section 5307 and thirty (30) Section 5311 Transit Systems that provide service in Greater Minnesota. Reviews, as required and as warranted, will continue to determine who is and who is not a participant in the MnDOT sponsored Group TAM Plan.

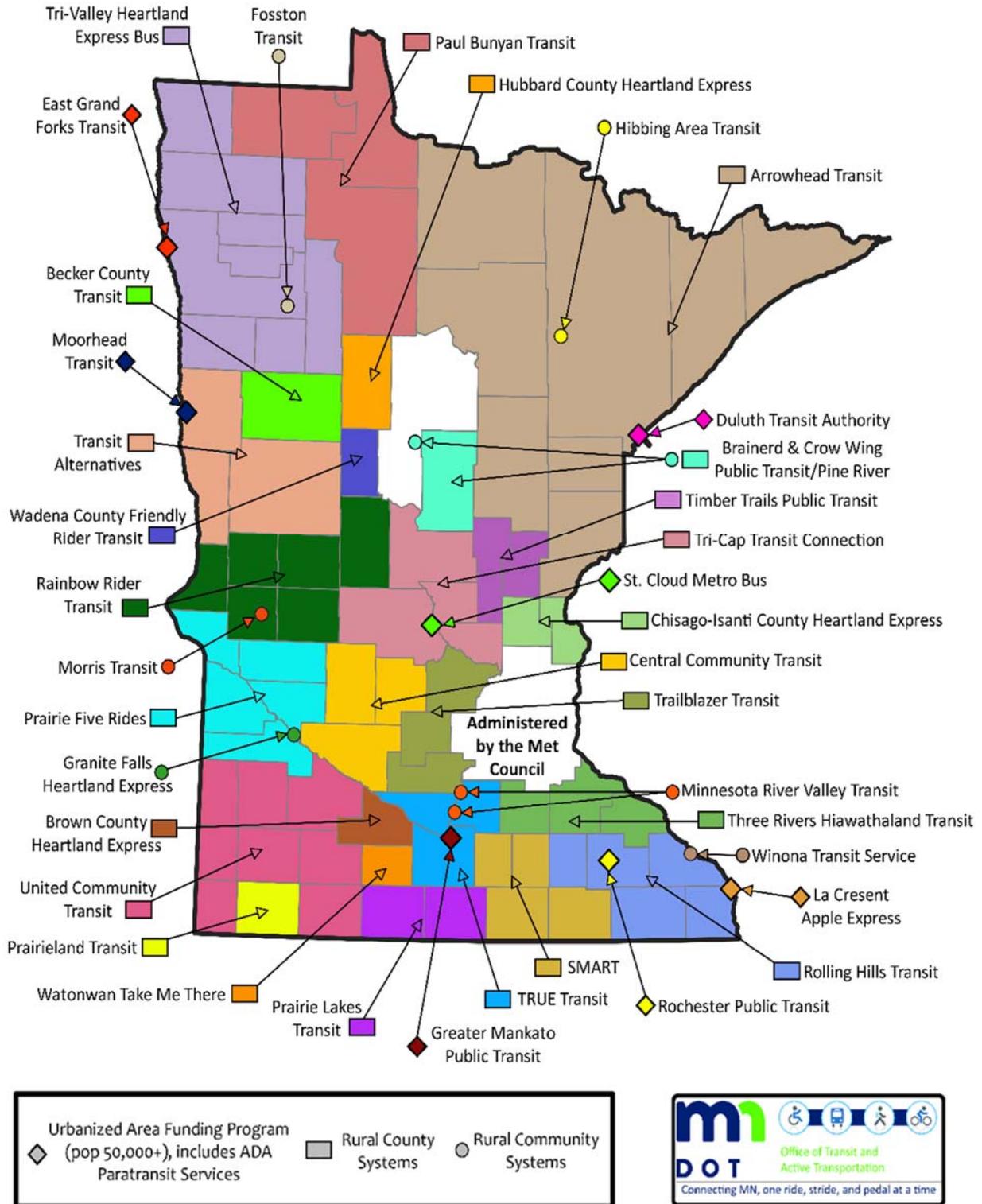


Table 1 – Current Section 5311: Rural MnDOT Group TAM Plan Transit System Participants

Transit System	Initial Contact	Current Contact	Status
Group TAM Plan Sponsor – MnDOT			Sponsor
Arrowhead Economic Opportunity Agency	1/1/2017	6/1/2018	Participant
Becker County Transit	1/1/2017	6/1/2018	Participant
Brown County Human Services	1/1/2017	6/1/2018	Participant
Cedar Valley Services, Inc. – SMART	1/1/2017	6/1/2018	Participant
Central Community Transit Joint Powers Board	1/1/2017	6/1/2018	Participant
City of Brainerd	1/1/2017	6/1/2018	Participant
City of Fosston	1/1/2017	6/1/2018	Participant
City of Granite Falls	1/1/2017	6/1/2018	Participant
City of Hibbing	1/1/2017	6/1/2018	Participant
City of Morris	1/1/2017	6/1/2018	Participant
City of Winona	1/1/2017	6/1/2018	Participant
Faribault-Martin County Transit Board	1/1/2017	6/1/2018	Participant
Hubbard County	1/1/2017	6/1/2018	Participant
Isanti County	1/1/2017	6/1/2018	Participant
Kanabec County	1/1/2017	6/1/2018	Participant
Minnesota River Valley Transit	1/1/2017	6/1/2018	Participant

Transit System	Initial Contact	Current Contact	Status
Paul Bunyan Transit	1/1/2017	6/1/2018	Participant
Prairie Five CAC, Inc.	1/1/2017	6/1/2018	Participant
Productive Alternatives Inc.	1/1/2017	6/1/2018	Participant
Rainbow Rider Transit Board	1/1/2017	6/1/2018	Participant
Semcac	1/1/2017	6/1/2018	Participant
Southwestern Minnesota Opportunity Council, Inc.	1/1/2017	6/1/2018	Participant
Three Rivers Community Action, Inc.	1/1/2017	6/1/2018	Participant
Trailblazer Joint Powers Board	1/1/2017	6/1/2018	Participant
Tri-County Action Program, Inc.	1/1/2017	6/1/2018	Participant
Tri-Valley Opportunity Council, Inc.	1/1/2017	6/1/2018	Participant
United Community Action Partnership, Inc.	1/1/2017	6/1/2018	Participant
Vine Faith In Action	1/1/2017	6/1/2018	Participant
Wadena County Highway Department	1/1/2017	6/1/2018	Participant
Watsonwan County	1/1/2017	6/1/2018	Participant

Table 2 – Current Minnesota Section 5307: Small Urbanized Areas Transit Systems in Minnesota

Transit System	Initial Contact	Current Contact	Status
City of East Grand Forks	1/1/2017	6/1/2018	Own Plan
City of La Crescent	1/1/2017	6/1/2018	Own Plan
City of Mankato	1/1/2017	6/1/2018	Own Plan
City of Moorhead	1/1/2017	6/1/2018	Own Plan
City of Rochester	1/1/2017	6/1/2018	Own Plan
Duluth Transit Authority	1/1/2017	6/1/2018	Own Plan
St Cloud Metropolitan Transit Commission	1/1/2017	6/1/2018	Own Plan

Transit Asset Management Performance Measures and Targets

MnDOT’s Office of Transit and Active Transportation (OTAT) oversees Transit Systems with rolling stock – buses as summarized in Table 3. No Transit Systems currently have rail rolling stock. Transit Systems facilities are also summarized in Table 4. Facilities range in size from 1-2 bus General Purpose Maintenance Storage to 30+ bus Combined Administrative and Maintenance Facilities – including service and inspection. Currently no Service Equipment, mainly non-revenue service vehicles, greater than \$50,000 exist in the Transit Systems. However, all Service Equipment assets are part of the inventory records kept by MnDOT OTAT to be discussed later in this TAM Plan.

Table 3 – Minnesota Transit System Vehicles: Typical Characteristics, Minimum Service Life and Useful Life Benchmark

Category	MnDOT Category	Length (feet)	GVWR (Approx. - lb.)	Seats	Average Costs (2018)	Minimum Life (Years/ Miles)	Useful Life Benchmark (Years)
Heavy-Duty Large Bus	700	35 – 48 and 60 Articulating	33,000 – 40,000	27 - 40	\$524,000	12/500,000	14
Heavy-Duty Small Bus	600	25 – 35	26,000 – 32,000	20 - 42	\$227,000	10/350,000	14
Medium-Duty and Purpose-Built Bus	500	25 – 35	16,500 – 26,000	22 – 38	\$155,000 – \$174,000	7/200,000	10
Light-Duty Mid-sized Bus	400	20 – 26	12,300 – 14,500	10 – 20	\$81,000 – \$206,000	5/150,000	10
Light-Duty Small Bus	300	16 – 23	10,360 – 12,300	10 – 12	\$70,000	4/100,000	10
Vans, Support Vehicles	200	16 – 23	2,800 – 8,000	4 – 15	\$20,000 – \$40,000	4/100,000	10

Table 4 – Minnesota Transit Facilities: Usage, Minimum Service Life and Useful Life Benchmark

Category (Currently in use)	Usage	Minimum Life (Years)	Useful Life Benchmark (Years)
Maintenance Facility (Service and Inspection)	Facility where preventative, corrective maintenance, and/or wash activities are performed, may also include overnight storage	40	40
General Purpose Maintenance Facility/Depot	Facility where basic service readiness tasks, including hand wash tasks, are performed, usually includes overnight storage	40	40
Combined Administrative and Maintenance Facility	Facilities where administrative operations, including dispatching, of the transit system are performed, may also include maintenance tasks in other parts of the facility as well, may also include overnight storage	40	40
Passenger or Parking	Typically include parking spaces as well as a central hub building for users and employees of the transit system	20	20

At the time of first writing the MnDOT OTAT TAM Plan, OTAT established a joint committee with representation from MnDOT and the Transit Systems. The committee looked at inventory records to review useful life benchmarks (ULBs) to help establish performance targets. The committee decided to use FTA’s default ULBs for rolling stock and equipment. The FTA Transit Economics Requirements Model (TERM) will be used for facilities. Thus, while the FTA established Performance Measures, MnDOT and Transit Systems developed the following Performance Targets:

- All Rolling Stock: No more than 10% exceeding their Useful Life Benchmark
 - Cutaway Buses (CU): 10 year ULB
 - Bus (BU): 14 year ULB
- Facilities: No more than 10% rated less than 3 on TERM Scale (1-5)
 - State of Good Repair being considered as 2.5 or greater
- Equipment (\$50,000 or more): No more than 10% exceeding ULB

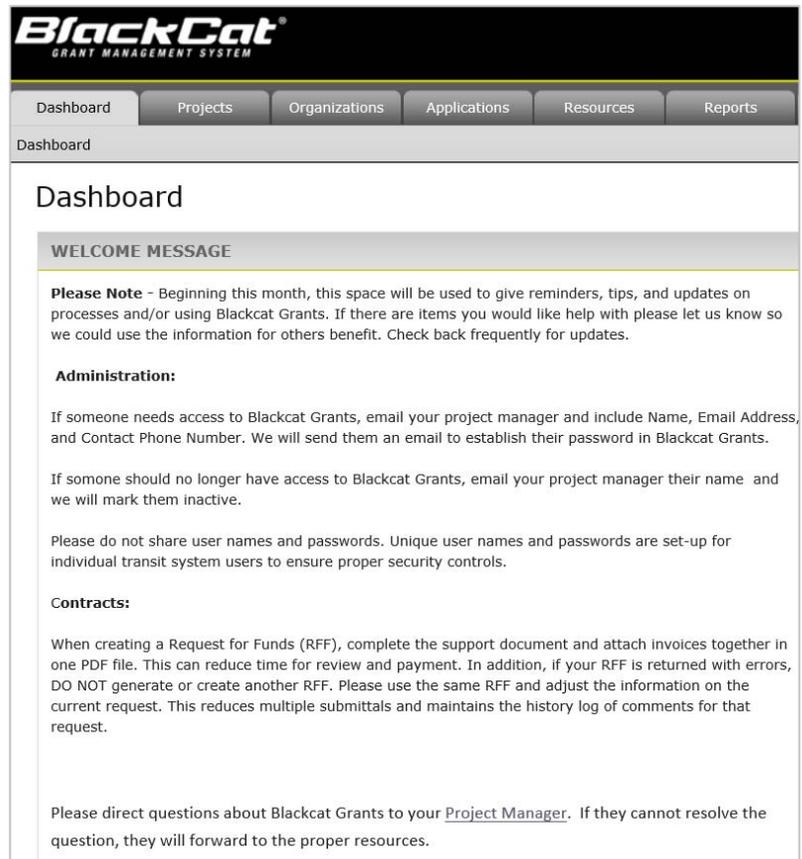
MnDOT OTAT also discussed with the Transit Systems the understanding that Performance Targets may change in the future depending on many key factors, including but not limited to, future funding, changing investment prioritizations, and overall aging of the transit assets.

Asset Inventory

The MnDOT OTAT has maintained asset inventories of rolling stock, facilities, and equipment for many years (Appendix B and C). More recently the asset inventories have been moved to an electronic web-based data management system. MnDOT OTAT uses the BlackCat – Grant Management System to keep up to date inventories of assets. This is critically important to knowing what inventories are at any given time. Asset acquisitions and dispositions are also able to be tracked using this database. All Greater Minnesota Transit Systems have access to this database, and can review and coordinate with the MnDOT OTAT to ensure data accuracy. This includes coordinating on database edits.

Recently the BlackCat – Grant Management System added a module, Transit Asset Management, for the MnDOT OTAT. This module allows even greater tracking of detail for assets. Data about transit assets can be downloaded into reports that OTAT uses for uploading the required data sets into the National Transit Database.

While Asset Inventory is always changing, due to acquisitions and dispositions, mainly for rolling stock inventories more so than transit facilities, Table 5 and 6 provide a snap-shot of current 5311 transit assets maintained within the MnDOT OTAT. Currently no Equipment meets the greater than \$50,000 threshold for reporting.



BlackCat
GRANT MANAGEMENT SYSTEM

Dashboard Projects Organizations Applications Resources Reports

Dashboard

Dashboard

WELCOME MESSAGE

Please Note - Beginning this month, this space will be used to give reminders, tips, and updates on processes and/or using Blackcat Grants. If there are items you would like help with please let us know so we could use the information for others benefit. Check back frequently for updates.

Administration:

If someone needs access to Blackcat Grants, email your project manager and include Name, Email Address, and Contact Phone Number. We will send them an email to establish their password in Blackcat Grants.

If someone should no longer have access to Blackcat Grants, email your project manager their name and we will mark them inactive.

Please do not share user names and passwords. Unique user names and passwords are set-up for individual transit system users to ensure proper security controls.

Contracts:

When creating a Request for Funds (RFF), complete the support document and attach invoices together in one PDF file. This can reduce time for review and payment. In addition, if your RFF is returned with errors, DO NOT generate or create another RFF. Please use the same RFF and adjust the information on the current request. This reduces multiple submittals and maintains the history log of comments for that request.

Please direct questions about Blackcat Grants to your [Project Manager](#). If they cannot resolve the question, they will forward to the proper resources.

MnDOT BlackCat – Grants Management System

Table 5 – Minnesota 5311 Transit Vehicles Inventory

Category	MnDOT Vehicle Class	Seats	Average Costs (2018)	Quantity
Heavy-Duty Large Bus	700	27 - 40	\$524,000	*
Heavy-Duty Small Bus	600	20 - 42	\$227,000	*
Medium-Duty and Purpose-Built Bus	500	22 – 38	\$155,000 – \$174,000	124
Light-Duty Mid-sized Bus	400	10 – 20	\$81,000 – \$206,000	421
Light-Duty Small Bus	300	10 – 12	\$70,000	11
Vans, Support Vehicles	200	4 – 15	\$20,000 – \$40,000	22

NOTE: *While currently not in the 5311 inventory, Class does exist in 5307 inventories.

Table 6 – Minnesota 5311 Transit Facilities Inventory

Category (Currently in use)	Usage	Quantity
Maintenance Facility (Service and Inspection)	Facility where preventative, corrective maintenance, and/or wash activities are performed, may also include overnight storage	2
General Purpose Maintenance Facility/Depot	Facility where basic service readiness tasks, including hand wash tasks, are performed, usually includes overnight storage	15
Combined Administrative and Maintenance Facility	Facilities where administrative operations, including dispatching, of the transit system are performed, may also include maintenance tasks in other parts of the facility as well, may also include overnight storage	23
Passenger or Parking	Typically include parking spaces as well as a central hub building for users and employees of the transit system	1

Asset Condition Assessment

Rolling Stock

The MnDOT Office of Transit and Active Transportation uses the following process for rolling stock condition assessments. Within BlackCat, each transit systems has access to the Vehicle Condition Assessment Rating (VCAR) form. Data collected on this form includes the following:

- Chassis Year
- Unit Number
- Odometer
- First Day in Service
- Original Purchase Price
- Preventative Maintenance (PM) Costs
- Corrective Maintenance (CM) Costs
- Costs Estimates for Future Work (within a given time frame)

Beyond the typical age and miles of a vehicle, MnDOT also tracks Preventative and Corrective Maintenance Costs (Appendix D). This will be explained further in the Decision Support section later in this TAM Plan.

Once the transit systems have compiled all this data for their fleet, this form is uploaded into BlackCat. Within BlackCat, a Vehicle Statistics Report (VSR) is then generated (Appendix D). Once the VSR is completed for any given transit system, all vehicle data for any given transit system is all in one report for review by the Transit System and the MnDOT OTAT.

VCAR Inputs and Calculations

Vehicle Statistics

Becker County Transit

Reporting Period

Year: 2018 Period: Status: Approved

Mark this reporting component as complete

Vehicles

VIN	SUN	Agency ID	Current Condition	Current Mileage	Preventive Vehicle Maintenance Cost	Corrective Vehicle Maintenance Cost	In Use?	Is Backup?	Total Vehicle Maintenance Cost
1FD4E45S38DB23571	B080111		Fair	192635	\$7.33	\$1,034.16	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$1,041.49
1FDFE45S89DA06529	B090160		Good	152504	\$45.13	\$1,145.81	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$1,190.94
1FDFE4F55FDA09804	B140111		Excellent	65589	\$21.67	\$1,857.40	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$1,879.07
1FDFE4F56HDC16575	B160113		Excellent	36924	\$14.62	\$658.93	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$673.55
1FDFE4FSXDC06444	B170167		Excellent	4289	\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00
1FDWE3FLXCDAB2620	B120107		Excellent	78800	\$14.34	\$471.37	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$485.71
Total					\$103.09	\$5,162.67			\$5,270.76

Save Cancel

Vehicle Statistics Report

Table 7 - Minnesota 5311 Transit System Vehicle Condition Ratings

Category	MnDOT Vehicle Class	Quantity	Condition Excellent	Condition Good	Condition Adequate	Condition Marginal	Condition Poor
Heavy-Duty Large Bus	700	*					
Heavy-Duty Small Bus	600	*					
Medium-Duty and Purpose-Built Bus	500	124	51 8.8%	44 7.6%	23 4.0%	5 0.9%	1 0.2%
Light-Duty Mid-sized Bus	400	421	182 31.5%	137 23.7%	60 10.4%	39 6.7%	3 0.5%
Light-Duty Small Bus	300	11	3 0.5%	2 0.3%	4 0.7%	2 0.3%	0 0.0%
Vans, Support Vehicles	200	22	6 1.0%	3 0.5%	6 1.0%	5 0.9%	2 0.3%

NOTE: *Current 5311 Transit Systems rolling stock inventory does not include Class 600 and 700 buses, only the 5307 Transit Systems do.

Facilities

The MnDOT Office of Transit and Active Transportation uses the following process for facility condition assessments. Each year MnDOT does an Annual Facility Review of each facility. During this review, each facility is reviewed in person with MnDOT and Transit System personnel. The following Components (as applicable) are reviewed and rated from 1 – 5 on the Transit Economics Requirements Model (TERM) Scale (Appendix E). Facility Maintenance Plans are included as one of the components and will be explained further in the Decision Support section later in this TAM Plan.

- Substructure
- Shell
- Interiors
- Conveyance
- Plumbing
- HVAC/Mechanical
- Fire Protection
- Electrical
- Equipment
- Site
- Facility Maintenance Plan

All components rating are then used to compute the overall facility condition rating. The Annual Facility Review Checklist summarizes this information and is uploaded into BlackCat.

Within BlackCat's TAM Module, facility information data necessary for completing the NTD Facilities A-15 form is compiled. Reports within BlackCat can then summarize this data by transit system for aiding in the uploading of facility data into the National Transit Database (NTD).

Table 8 - Minnesota 5311 Transit System Facility Condition Ratings

Category (Currently in use)	Usage	Quantity	Condition Ratings
Maintenance Facility (Service and Inspection)	Facility where preventative, corrective maintenance, and/or wash activities are performed, may also include overnight storage	2	4.4 – 4.7
General Purpose Maintenance Facility/Depot	Facility where basic service readiness tasks, including hand wash tasks, are performed, usually includes overnight storage	15	3.7 – 4.5
Combined Administrative and Maintenance Facility	Facilities where administrative operations, including dispatching, of the transit system are performed, may also include maintenance tasks in other parts of the facility as well, may also include overnight storage	23	3.8 – 4.6
Passenger or Parking	Typically include parking spaces as well as a central hub building for users and employees of the transit system	1	4.7

Equipment

All equipment in the inventory follows the same process as the rolling stocks condition rating process as described above. Currently, no equipment meets the greater than \$50,000 threshold for reporting.

Decision Support

Within MnDOT's Office of Transit and Active Transportation, many different tools and procedures are used in the decision making process. Many inputs from the Transit Systems as well are used in the decision making process. All of these decision tools ultimately lead to a prioritization of how assets are maintained and/or replaced.

Decision Support Tools

- Annual Rolling Stock (Vehicle) Inspections
- Annual Facility Inspections
- Annual National Transit Database (NTD) Data Tracking – asset inventory and performance reporting
- Facility Application Procedure
- Facility Inspection Checklist
- Facility Inventory and Condition
- Facility Maintenance Plans
- Rolling Stock Inventory and Condition
- Rolling Stock (Vehicle) Condition Assessment Reports (VCARs)
- Rolling Stock (Vehicle) Disposition and Transfer Procedure
- Rolling Stock (Vehicle) Disposition and Transfer Technical Memorandum
- Rolling Stock (Vehicle) Maintenance Plans
- Rolling Stock (Vehicle) Statistic Reports (VSRs)
- Transit Systems 10-year Capital Plans
- Transit Systems 5-year Operating and Capital Plans (currently in development)

Transit System maintain and update 10 year capital plans. These plans are one of many items needed for the annual submission of Transit System grant applications submitted to MnDOT each year and provide a key understanding of what systems are planning for their respective transit system. More recently, Transit Systems are also compiling data for submitting 5 year Operating and Capital Plans, giving even more detail about what they are looking at accomplishing in the near term. While both of these plans are looking ahead, the current condition of existing assets must be known for making these plans.

Another key tool for making decisions about assets is the annual inspections conducted by MnDOT OTAT personnel. For rolling stock, MnDOT visits each transit system and targets 10 percent (minimum) of the systems fleet to run through an inspection process. This not only helps MnDOT understand that systems are maintaining their respective fleets per their Vehicle Maintenance Plans, is also lets MnDOT see firsthand the condition of the fleet in the field. The inspection also aids in keeping MnDOT in the loop of what issues the transit systems are facing in regards to their fleet. Likewise, for transit facilities, MnDOT visits each federally funded facility as well as State funded facility and conducts an annual facility review. This allows MnDOT to verify that transit systems are maintaining their facility per their Facility Maintenance Plan and allows MnDOT to verify any issues with a respective facility.

As noted earlier in the Asset Condition Assessment section, Maintenance Plans for both facilities and vehicles are key to understanding and documenting how transit systems are maintaining their assets. Thus having updated and relevant maintenance plans that are specific to the asset have been identified as a key component. This key component has been built into the Facility Condition Rating for Facilities.

Also as noted earlier in the Asset Condition Assessment section above, beyond the typical age and miles of a vehicle, MnDOT/Transit Systems also track Preventative (PM) and Corrective (CM) Maintenance costs for each vehicle. The MnDOT and Transit System joint committee discussed the need for this and what benefits could be had from the additional data. Costs for PM and CM show more of what is happening with a given vehicle than just age and miles. PM and CM data also helps the decision making process by providing additional detail to distinguish between assets that might otherwise be rated very similar. As an example, two Class 400 buses may be the same in age and even miles due to time of purchase and routes driven, but if one bus needs (or has had) significantly more Corrective Maintenance than the other, the reasoning to replace the one bus sooner than the other can definitely aid in the decision process.

Investment Prioritization

MnDOT’s Office of Transit and Active Transportation prioritization decisions are guided by Federal TAM Rules, including ULB’s and State of Good Repair measures and targets, State Statutes and Rules, and Office Procedure and Policy.

Federal Asset Management Direction

Federal asset management direction establishes support for TAM and sets the stage for asset management investment prioritization. This federal direction includes the TAM Final Rule – 49 CFR 625, which requires establishment of a National Transit Asset Management System and a transit system TAM Plan to better monitor and manage public transportation capital assets. This Rule provides a framework for how capital facility, rolling stock and service vehicles are monitored, managed, and replaced to ensure appropriate asset life-cycle management. The ultimate goal is improve traveler safety, increase reliability and performance, and meet performance targets for ULB’s and SGR.

Federal Register / Vol. 81, No. 143 /
Tuesday, July 26, 2016 /
Rules and Regulations

DEPARTMENT OF TRANSPORTATION

Federal Transit Administration

49 CFR Parts 625 and 630

[Docket No. FTA–2014–0020]

RIN 2132–AB07

Transit Asset Management; National Transit Database

AGENCY: Federal Transit Administration (FTA), Department of Transportation (DOT).

ACTION: Final rule.

Minnesota Statute and Rules

Minnesota Administration Rule, while not specific to asset management, it does provide a high-level framework for what is required for Greater Minnesota transit investment priorities and how operating and capital needs are funded. It does not speak to how capital assets should be maintained and replaced based on ULB’s or State of Good Repair. That is where the TAM Final Rule provides the needed additional direction.

The screenshot shows the website for the Office of the Revisor of Statutes. At the top, there is a dark red navigation bar with white text for various sections: House, Senate, Joint, Schedules, Legislators, Committees, Bills, Law, Multimedia, and Publications. Below this is a banner image of the Minnesota State Capitol building with the text "THE OFFICE OF THE REVISOR OF STATUTES" overlaid. Underneath the banner is a search bar with a dropdown menu set to "Rules" and a search icon. To the right of the search bar are links for "Statutes", "Laws", "Rules", "Court Rules", "Constitution", "Revisor's Office", and "Search Law by Keyword". At the bottom of the screenshot, the breadcrumb trail reads: "Rules > Transportation Department > Chapter 8835 > Part 8835.0265".

Minnesota Administrative Rule 8835.0260: Management Plan, establishes what is needed to be submitted by the Transit System as part of its application for financial assistance. This includes providing a capital plan that describes the major capital assets of the transit system with an outline of how they will be maintained, improved, or replaced. *Minnesota Administrative Rule 8835.0270: Financial Assistance*, describes allocation and identifies financial assistance priorities. The first priority for financial assistance is operating costs for existing public transit systems followed by capital costs for existing public transit systems. The last priority is funding operating and capital costs for services not currently served in a community by public transit. *Minnesota Administrative Rule 8835.0320: Capital Assistance*, establishes what is needed to be submitted by the Transit System specific to capital costs for a vehicle(s), facility(s), or equipment.

MnDOT Procedures and Policy

MnDOT OTAT also has established guidelines for acquiring and disposing of a Transit Facility. Included by reference in this TAM Plan is the OTAT Facility Application Procedure (Appendix F) detailing how a Transit System, based on many factors, acquires a Transit Facility. Additionally, OTAT has also established guidelines for disposing and transferring rolling stock and how Transit Systems can accomplish this within the BlackCat Grants Management System (Appendix G). Both procedures and associated processes and outcomes connect directly to TAM ULB's and process for disposal upon replacement.

The screenshot shows the BlackCat Grant Management System interface. The top navigation bar includes 'Dashboard', 'Projects', 'Organizations', 'Applications', 'Resources', 'Reports', 'Review', 'Contracts', and 'Grants'. The current page is 'Organization Details' for the 'Arrowhead Economic Opportunity Agency'. The organization information includes the address '702 3rd Street South, Virginia MN 55792' and website 'www.arrowheadtransit.com'. Below this, there are sections for 'Pending Dispositions' (empty) and 'Archive Dispositions' (table).

	VIN	Agency Vehicle ID #	Last Action	Disposition Status
Disposition Form	1HVBTAAM17H354963		07/28/2016 11:07:39	Disposed
Disposition Form	1GBESV1G47F424583		07/28/2016 11:10:06	Disposed
Disposition Form	1HVBEABM4YH303788		10/31/2016 08:34:22	Disposed
Disposition Form	1GBESV1216F415150		10/31/2016 08:41:00	Disposed
Disposition Form	1HVBTAAM67H354957		10/31/2016 08:45:02	Disposed
Disposition Form	1GBESV1G69F402443		10/31/2016 08:48:49	Disposed
Disposition Form	1HVBTAAM17H517658		10/31/2016 08:52:21	Disposed

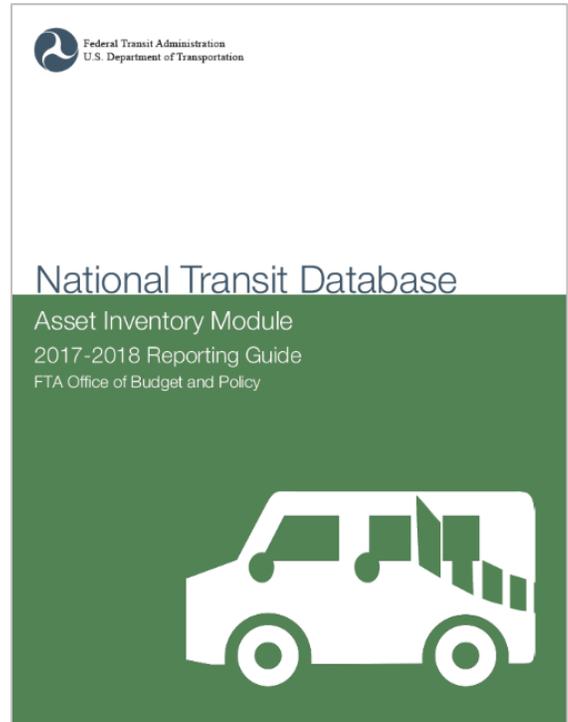
BlackCat Vehicle Dispositions Tracking

Future Direction

While OTAT has a lot of data and many tools to support appropriate asset management, efficiencies can always be made to realize better data and investment decisions. As a result, the following recommendations have been identified to further elevate and improve transit capital asset management at MnDOT.

Recommendation – Report Annually Asset Inventory and Performance Measures and Targets to FTA’s National Transit Database

MnDOT’s Office of Transit and Active Transportation will submit an annual data report to FTA’s National Transit Database (NTD) that reflects the SGR performance targets for the following year and condition information for the provider’s public transportation system. Additionally, an annual narrative report to the NTD will provide a description of any change in the condition of the provider’s transit system from the previous year and describe the progress made during the year to meet the performance targets set in the previous reporting year. As a result, MnDOT OTAT (as the Sponsor) will submit one consolidated annual data report and one consolidated annual narrative report, on behalf of its participants.



Recommendation – Update the TAM Plan Annually to Reflect Inventory, Performance, and Investment Changes

MnDOT’s Office of Transit and Active Transportation will, if needed, update the TAM Plan annually. The Plan will be updated to reflect enhancements (i.e. TAM investment scenarios), changes in general Transit System structures, additions or changes in inventory, performance, and measures and targets, implementation outcomes.

Recommendation – Reconvene Transit Asset Management Workgroup to Review and Revise Rolling Stock (Vehicle) Condition Assessment Rating (VCAR)

MnDOT’s Office of Transit and Active Transportation will reconvene the Transit Asset Management Workgroup to review and revise the VCAR to better align condition ratings with ULB’s. Both preventative and corrective maintenance are important to the overall life-cycle costs for rolling stock yet there may be opportunity to rethink how maintenance, age, and mileage directly connect to vehicle condition rating outputs.

Recommendation – Explore a Facility and Rolling Stock Asset Management Needs Assessment, Including Investment Outlay

MnDOT's Office of Transit and Active Transportation will look at all decision support tools, including 10-year Capital Plans and 5-year Capital and Operating plans and discuss with staff and Transit Systems the need to build off current capital investment guidance and expand asset management. This would include staying in alignment with ULB's but incorporating a potential, new approach to rolling stock condition ratings.

Recommendation – Develop Rolling Stock Replacement Schedule Prior to Each Annual Application

MnDOT's Office of Transit and Active Transportation will develop a rolling stock replacement schedule based on ULB's and State of Good Repair measures and targets. This information will be communicated and provided to Transit Systems prior to annual application development and submittal. The data will identify rolling stock that meets both FTA's age and mileage minimums, while also considering State of Good Repair condition assessments. Coordination meetings will occur with each Transit System to discuss and collectively determine most appropriate assets for replacement. Additional considerations could include other performance metrics such as route length, service hours and type, and ridership.

Appendix A

Transit Asset Management Final Rule

49 Code of Federal Regulations, Part 625

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Subpart A - General Provisions

§ 625.1 Purpose.

This part carries out the mandate of 49 U.S.C. 5326 for transit asset management. This part establishes a National Transit Asset Management (TAM) System to monitor and manage public transportation capital assets to enhance safety, reduce maintenance costs, increase reliability, and improve performance.

§ 625.3 Applicability.

This part applies to all recipients and sub recipients of Federal financial assistance under 49 U.S.C. Chapter 53 that own, operate, or manage capital assets used for providing public transportation.

§ 625.5 Definitions.

All terms defined in 49 U.S.C. Chapter 53 are incorporated into this part by reference. See definitions section in this TAMPS

Subpart B - National Transit Asset Management System

§ 625.15 Elements of the National Transit Asset Management System.

The National TAM System includes the following elements:

- (a) The definition of state of good repair, which includes objective standards for measuring the condition of capital assets, in accordance with subpart D of this part;
- (b) Performance measures for capital assets and a requirement that a provider and a group TAM plan sponsor establish performance targets for improving the condition of capital assets, in accordance with subpart D of this part;
- (c) A requirement that a provider develop and carry out a TAM plan, in accordance with subpart C of this part,
- (d) Reporting requirements in accordance with subpart E of this part; and
- (e) Analytical processes and decision support tools developed or recommended by FTA.

§ 625.17 State of good repair principles.

- (a) A capital asset is in a state of good repair if it is in a condition sufficient for the asset to operate at a full level of performance. In determining whether a capital asset is in a state of good repair, a provider must consider the state of good repair standards under subpart D of this part.
- (b) 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 a state of good repair.

(c) A provider's Accountable Executive must balance transit asset management, safety, day-to-day operations, and expansion needs in approving and carrying out a TAM plan and a public transportation agency safety plan.

Subpart C - Transit Asset Management Plans

§ 625.25 Transit Asset Management Plan requirements.

(a) General.

(1) Each tier I provider must develop and carry out a TAM plan that includes each element under paragraph (b) of this section.

(2) Each tier II provider must develop its own TAM plan or participate in a group TAM plan. A tier II provider's TAM plan and a group TAM plan only must include elements under paragraphs (b)(1) through (4) of this section.

(3) A provider's Accountable Executive is ultimately responsible for ensuring that a TAM plan is developed and carried out in accordance with this part.

(b) Transit asset management plan elements. Except as provided in paragraph (a)(3) of this section, a TAM plan must include the following elements:

(1) An inventory of the number and type of capital assets. The inventory must include all capital assets that a provider owns, except equipment with an acquisition value under \$50,000 that is not a service vehicle. An inventory also must include third-party owned or jointly procured exclusive-use maintenance facilities, passenger station facilities, administrative facilities, rolling stock, and guideway infrastructure used by a provider in the provision of public transportation. The asset inventory must be organized at a level of detail commensurate with the level of detail in the provider's program of capital projects;

(2) A condition assessment of those inventoried assets for which a provider has direct capital responsibility. A condition assessment must generate information in a level of detail sufficient to monitor and predict the performance of the assets and to inform the investment prioritization;

(3) A description of analytical processes or decision-support tools that a provider uses to estimate capital investment needs over time and develop its investment prioritization;

(4) A provider's project-based prioritization of investments, developed in accordance with § 625.33 of this part;

(5) A provider's TAM and SGR policy;

(6) A provider's TAM plan implementation strategy;

(7) A description of key TAM activities that a provider intends to engage in over the TAM plan horizon period;

- (8) A summary or list of the resources, including personnel, that a provider needs to develop and carry out the TAM plan; and
- (9) An outline of how a provider will monitor, update, and evaluate, as needed, its TAM plan and related business practices, to ensure the continuous improvement of its TAM practices.

§ 625.27 Group plans for transit asset management.

(a) Responsibilities of a group TAM plan sponsor

- (1) A sponsor must develop a group TAM plan for its tier II provider subrecipients, except those subrecipients that are also direct recipients under the 49 U.S.C. 5307 Urbanized Area Formula Grant Program. The group TAM plan must include a list of those subrecipients that are participating in the plan.
- (2) A sponsor must comply with the requirements of this part for a TAM plan when developing a group TAM plan.
- (3) A sponsor must coordinate the development of a group TAM plan with each participant's Accountable Executive.
- (4) A sponsor must make the completed group TAM plan available to all participants in a format that is easily accessible.

(b) Responsibilities of a group TAM plan participant.

- (1) A tier II provider may participate in only one group TAM plan.
- (2) A tier II provider must provide written notification to a sponsor if it chooses to opt-out of a group TAM plan. A provider that opts-out of a group TAM plan must either develop its own TAM plan or participate in another sponsor's group TAM plan.
- (3) A participant must provide a sponsor with any information that is necessary and relevant to the development of a group TAM plan.

§ 625.29 Transit asset management plan: horizon period, amendments, and updates.

- (a) Horizon period. A TAM plan must cover a horizon period of at least four (4) years.
- (b) Amendments. A provider may update its TAM plan at any time during the TAM plan horizon period. A provider should amend its TAM plan whenever there is a significant change to the asset inventory, condition assessments, or investment prioritization that the provider did not reasonably anticipate during the development of the TAM plan.
- (c) Updates. A provider must update its entire TAM plan at least once every four (4) years. A provider's TAM plan update should coincide with the planning cycle for the relevant Transportation Improvement Program or Statewide Transportation Improvement Program.

§ 625.31 Implementation deadline.

- (a) A provider's initial TAM plan must be completed no later than two years after October 1, 2016.
- (b) A provider may submit in writing to FTA a request to extend the implementation deadline. FTA must receive an extension request before the implementation deadline and will consider all requests on a case-by-case basis.

§ 625.33 Investment prioritization.

- (a) A TAM plan must include an investment prioritization that identifies a provider's programs and projects to improve or manage over the TAM plan horizon period the state of good repair of capital assets for which the provider has direct capital responsibility.
- (b) A provider must rank projects to improve or manage the state of good repair of capital assets in order of priority and anticipated project year.
- (c) A provider's project rankings must be consistent with its TAM policy and strategies.
- (d) When developing an investment prioritization, a provider must give due consideration to those state of good repair projects to improve that pose an identified unacceptable safety risk when developing its investment prioritization.
- (e) When developing an investment prioritization, a provider must take into consideration its estimation of funding levels from all available sources that it reasonably expects will be available in each fiscal year during the TAM plan horizon period.
- (f) When developing its investment prioritization, a provider must take into consideration requirements under 49 CFR 37.161 and 37.163 concerning maintenance of accessible features and the requirements under 49 CFR 37.43 concerning alteration of transportation facilities.

Subpart D - Performance Management

§ 625.41 Standards for measuring the condition of capital assets.

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

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

§ 625.43 SGR performance measures for capital assets.

- (a) Equipment: (non-revenue) service vehicles. The performance measure for non-revenue, support-service and maintenance vehicles equipment is the percentage of those vehicles that have either met or exceeded their ULB.
- (b) Rolling stock. The performance measure for rolling stock is the percentage of revenue vehicles within a particular asset class that have either met or exceeded their ULB.
- (c) Infrastructure: rail fixed-guideway, track, signals, and systems. The performance measure for rail fixed-guideway, track, signals, and systems is the percentage of track segments with performance restrictions.
- (d) Facilities. The performance measure for facilities is the percentage of facilities within an asset class, rated below condition 3 on the TERM scale.

§ 625.45 Setting performance targets for capital assets.

- (a) General.
 - (1) A provider must set one or more performance targets for each applicable performance measure.
 - (2) A provider must set a performance target based on realistic expectations, and both the most recent data available and the financial resources from all sources that the provider reasonably expects will be available during the TAM plan horizon period.
- (b) Timeline for target setting.
 - (1) Within three months after the effective date of this part, a provider must set performance targets for the following fiscal year for each asset class included in its TAM plan.
 - (2) At least once every fiscal year after initial targets are set, a provider must set performance targets for the following fiscal year.
- (c) Role of the accountable executive. A provider's Accountable Executive must approve each annual performance target.
- (d) Setting performance targets for group plan participants.
 - (1) A Sponsor must set one or more unified performance targets for each asset class reflected in the group TAM plan in accordance with paragraphs (a)(2) and (b) of this section.
 - (2) To the extent practicable, a Sponsor must coordinate its unified performance targets with each participant's Accountable Executive.
- (e) Coordination with metropolitan, statewide and non-metropolitan planning processes. To the maximum extent practicable, a provider and Sponsor must coordinate with States and Metropolitan Planning Organizations in the selection of State and Metropolitan Planning Organization performance targets.

Subpart E – Recordkeeping and Reporting Requirements for Transit Asset Management

§ 625.53 Recordkeeping for transit asset management.

- (a) At all times, each provider must maintain records and documents that support, and set forth in full, its TAM plan.
- (b) A provider must make its TAM plan, any supporting records or documents performance targets, investment strategies, and the annual condition assessment report available to a State and Metropolitan Planning Organization that provides funding to the provider to aid in the planning process.

§ 625.55 Annual reporting for transit asset management.

- (a) Each provider must submit the following reports:
 - (1) An annual data report to FTA's National Transit Database that reflects the SGR performance targets for the following year and condition information for the provider's public transportation system.
 - (2) An annual narrative report to the National Transit Database that provides a description of any change in the condition of the provider's transit system from the previous year and describes the progress made during the year to meet the performance targets set in the previous reporting year.
- (b) A Sponsor must submit one consolidated annual data report and one consolidated annual narrative report, as described in paragraph (a)(1) and (2) of this section, to the National Transit Database on behalf of its participants.

2.1 Performance Measures

The Group Plan will show that the State of Good Repair performance measure is:

- Equipment – (non-revenue) service vehicles. The performance measure for non-revenue, support-service and maintenance vehicles equipment is the percentage of those vehicles that have either met or exceeded their ULB.
- Rolling Stock Revenue Vehicles – The performance measure for rolling stock is the percentage of revenue vehicles within a particular asset class that have either met or exceeded their ULB.
- Facilities – The performance measure for facilities is the percentage of facilities within an asset class, rated below condition 3 on the TERM scale.

2.2 Record keeping

Each Transit Agency that falls under a Group Plan is required to provide all necessary documentation to the Sponsor of the plan in order to maintain compliance with Federal Regulation. Each provider is also required to submit a brief narrative describing changes in the Agency from the previous year that may be relevant to the State of Good Repair.

Appendix B

Rolling Stock Inventory

(Export from BlackCat Grants Management System, September 2018)

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Organization	VIN	Category	Class	Vehicle Year	FTA Min.	MnDOT Min.	FTA Max. Years	Useful Life	
					Years	Replacement	(Useful Life)	Years Remaining	Condition Rating
Arrowhead Economic Opportunity Agency	2C4RDGBG6G244864	Light-Duty Vans, Sedans or Buses	200	2016	4	7	10	10	5 Excellent
Arrowhead Economic Opportunity Agency	2C3CDXFG4GH163985	Light-Duty Vans, Sedans or Buses	200	2016	4	7	10	5 Excellent	
Arrowhead Economic Opportunity Agency	2C3CDXFG8GH175220	Light-Duty Vans, Sedans or Buses	200	2016	4	7	10	5 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F51EDB17433	Medium-Duty Bus	400	2014	5	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDFE4F54EDB17426	Medium-Duty Bus	400	2014	5	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDFE4F53EDB17434	Medium-Duty Bus	400	2014	5	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDFE4F56DDB36865	Medium-Duty Bus	400	2013	5	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDFE4F50DDB36862	Medium-Duty Bus	400	2013	5	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDFE4F59DDB36861	Medium-Duty Bus	400	2013	5	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDFE4F58DDB36866	Medium-Duty Bus	400	2013	5	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDFE4F54DDB36864	Medium-Duty Bus	400	2013	5	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDFE4F52DDB36863	Medium-Duty Bus	400	2013	5	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDFE4F58HDC17825	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F5XHDC17826	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F51HDC17827	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F56HDC60902	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F52HDC60900	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F54HDC60901	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F50HDC72088	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F52HDC72089	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F59HDC72090	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F50HDC72091	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F54HDC72093	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F52HDC72092	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F54GDC19005	Medium-Duty Bus	400	2016	5	7	10	5 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F55GDC19000	Medium-Duty Bus	400	2016	5	7	10	5 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F57GDC19001	Medium-Duty Bus	400	2016	5	7	10	5 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F56GDC19006	Medium-Duty Bus	400	2016	5	7	10	5 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F53GDC25958	Medium-Duty Bus	400	2016	5	7	10	5 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F55GDC25959	Medium-Duty Bus	400	2016	5	7	10	5 Excellent	
Arrowhead Economic Opportunity Agency	1FDFE4F51GDC25960	Medium-Duty Bus	400	2016	5	7	10	5 Excellent	
Arrowhead Economic Opportunity Agency	1FDGF5GY3DEA64437	Medium-Duty Bus	500	2013	7	7	10	2 Poor	
Arrowhead Economic Opportunity Agency	1GBE5V1G39F402402	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GBE5V1G39F402089	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GBE5V1G69F402507	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GBE5V1G79F402239	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GBE5V1G49F402330	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GBE5V1G19F402267	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GBE5V1GX9F402381	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GBE5V1GX9F402459	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GBE5V1G49F402229	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GBE5V1G09F404043	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GBE5V1G69F404077	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GBE5V1G29F404108	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GDE5C1G69F410750	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1GDE5C1G39F405845	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Arrowhead Economic Opportunity Agency	1FDUF5GY6EEA27475	Medium-Duty Bus	500	2014	7	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDUF5GYXEEA27480	Medium-Duty Bus	500	2014	7	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDUF5GY4EEA27474	Medium-Duty Bus	500	2014	7	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDUF5GY8EEA27476	Medium-Duty Bus	500	2014	7	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDUF5GY1EEA27478	Medium-Duty Bus	500	2014	7	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDUF5GY0EEA35720	Medium-Duty Bus	500	2014	7	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDUF5GY2EEA35718	Medium-Duty Bus	500	2014	7	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDUF5GYXEEA27477	Medium-Duty Bus	500	2014	7	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDUF5GY4EEA35719	Medium-Duty Bus	500	2014	7	7	10	3 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY5DEA24806	Medium-Duty Bus	500	2013	7	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY3DEA24805	Medium-Duty Bus	500	2013	7	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDAF5GY8DEA70281	Medium-Duty Bus	500	2013	7	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY5DEA40715	Medium-Duty Bus	500	2013	7	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY7DEA40716	Medium-Duty Bus	500	2013	7	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY2DEA40719	Medium-Duty Bus	500	2013	7	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GYXDEB30801	Medium-Duty Bus	500	2013	7	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDAF5GY8DEA62908	Medium-Duty Bus	500	2013	7	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY1DEB30802	Medium-Duty Bus	500	2013	7	7	10	2 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY8CEC46951	Medium-Duty Bus	500	2012	7	7	10	1 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY3CEB62424	Medium-Duty Bus	500	2012	7	7	10	1 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY3CEC46954	Medium-Duty Bus	500	2012	7	7	10	1 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GYXCEB62422	Medium-Duty Bus	500	2012	7	7	10	1 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY1CEC46953	Medium-Duty Bus	500	2012	7	7	10	1 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY1CEC27352	Medium-Duty Bus	500	2012	7	7	10	1 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GYXCEC46952	Medium-Duty Bus	500	2012	7	7	10	1 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY3BEB45847	Medium-Duty Bus	500	2011	7	7	10	0 Good	
Arrowhead Economic Opportunity Agency	1FDGF5GY8BEB33886	Medium-Duty Bus	500	2011	7	7	10	0 Good	
Arrowhead Economic Opportunity Agency	1BAKDCEH3KF348589	Medium-Duty Bus	500	2019	7	7	10	8 Excellent	
Arrowhead Economic Opportunity Agency	1BAKDCEH8KF348586	Medium-Duty Bus	500	2019	7	7	10	8 Excellent	
Arrowhead Economic Opportunity Agency	1BAKDCEHXKF348587	Medium-Duty Bus	500	2019	7	7	10	8 Excellent	
Arrowhead Economic Opportunity Agency	1BAKDCEHOKF348582	Medium-Duty Bus	500	2019	7	7	10	8 Excellent	
Arrowhead Economic Opportunity Agency	1BAKDCEHXKF348590	Medium-Duty Bus	500	2019	7	7	10	8 Excellent	
Arrowhead Economic Opportunity Agency	1BAKDCEH4KF348584	Medium-Duty Bus	500	2019	7	7	10	8 Excellent	

Organization	VIN	Category	Class	Vehicle Year	FTA Min.	MnDOT Min.	FTA Max. Years	Useful Life	
					Years	Replacement	(Useful Life)	Years Remaining	Condition Rating
Arrowhead Economic Opportunity Agency	1BAKDCEH1KF348588	Medium-Duty Bus	500	2019	7	7	10	8	Excellent
Arrowhead Economic Opportunity Agency	1BAKDCEH6KF348585	Medium-Duty Bus	500	2019	7	7	10	8	Excellent
Arrowhead Economic Opportunity Agency	1BAKDCEH2KF348583	Medium-Duty Bus	500	2019	7	7	10	8	Excellent
Arrowhead Economic Opportunity Agency	1BAKDCEH7JF342163	Medium-Duty Bus	500	2018	7	7	10	7	Excellent
Arrowhead Economic Opportunity Agency	1BAKDCEH5JF342162	Medium-Duty Bus	500	2018	7	7	10	7	Excellent
Arrowhead Economic Opportunity Agency	1BAKDCEH9JF342164	Medium-Duty Bus	500	2018	7	7	10	7	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY5GEB56906	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY6GEB80714	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY8GEB80715	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GYXGEB80716	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY3GEB80718	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY5GEB80719	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY1GEB80720	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY3GEB80721	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY5GEB80722	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY6FED21036	Medium-Duty Bus	500	2015	7	7	10	4	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY8FED21037	Medium-Duty Bus	500	2015	7	7	10	4	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GYXFED21038G	Medium-Duty Bus	500	2015	7	7	10	4	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY1FED21039	Medium-Duty Bus	500	2015	7	7	10	4	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY8FED21040	Medium-Duty Bus	500	2015	7	7	10	4	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY4FED21035	Medium-Duty Bus	500	2015	7	7	10	4	Excellent
Arrowhead Economic Opportunity Agency	1FDGF6GY0FED32811	Medium-Duty Bus	500	2015	7	7	10	4	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY2FED32812	Medium-Duty Bus	500	2015	7	7	10	4	Excellent
Arrowhead Economic Opportunity Agency	1FDGF5GY6FED46258	Medium-Duty Bus	500	2015	7	7	10	4	Excellent
Arrowhead Economic Opportunity Agency	1BAKDCEH4BF279764	Medium-Duty Bus	500	2011	7	7	10	0	Excellent
Arrowhead Economic Opportunity Agency	1BAKDCEH6BF279765	Medium-Duty Bus	500	2011	7	7	10	0	Excellent
Becker County Transit	1FDWE3FLXCD82620	Light-Duty Mid-Sized Bus	300	2012	4	7	10	-1	Excellent
Becker County Transit	1FD4E45S38DB23571	Medium-Duty Bus	400	2008	5	7	10	-3	Adequate
Becker County Transit	1FD4E45S89DA06529	Medium-Duty Bus	400	2009	5	7	10	-2	Good
Becker County Transit	1FD4E45S9DA06444	Medium-Duty Bus	400	2018	5	7	10	7	Excellent
Becker County Transit	1FD4E45S6HDC16575	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Becker County Transit	1FD4E45S5FDA09804	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Brown County Human Services	1FD4E45S99DA72426	Medium-Duty Bus	400	2009	5	7	10	-2	Marginal
Brown County Human Services	1FD4E45S0CDB38190	Medium-Duty Bus	400	2012	5	7	10	1	Adequate
Brown County Human Services	1FD4E45S88DB51379	Medium-Duty Bus	400	2008	5	7	10	-3	Adequate
Brown County Human Services	1FD4E45S8EDA94264	Medium-Duty Bus	400	2014	5	7	10	3	Good
Brown County Human Services	1FD4E45S1DDB32755	Medium-Duty Bus	400	2013	5	7	10	2	Good
Brown County Human Services	1FD4E45S2BDB18375	Medium-Duty Bus	400	2011	5	7	10	0	Good
Brown County Human Services	1FD4E45S8HDC60884	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Brown County Human Services	1FD4E45S4GDC10969	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Cedar Valley Services, Inc.	2C4RDGCG7DR820682	Light-Duty Vans, Sedans or Buses	200	2013	4	7	10	-1	Marginal
Cedar Valley Services, Inc.	2T3BFREV4HW646925	Light-Duty Vans, Sedans or Buses	200	2017	4	7	10	3	Excellent
Cedar Valley Services, Inc.	1FD4E45S2CDA19444	Medium-Duty Bus	400	2012	5	7	10	1	Adequate
Cedar Valley Services, Inc.	1FD4E45S5BDB26941	Medium-Duty Bus	400	2011	5	7	10	0	Adequate
Cedar Valley Services, Inc.	1FD4E45S39DA52849	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Cedar Valley Services, Inc.	1FD4E45S19DA57077	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Cedar Valley Services, Inc.	1FD4E45S3EDA09072	Medium-Duty Bus	400	2014	5	7	10	3	Good
Cedar Valley Services, Inc.	1FD4E45S8EDA13375	Medium-Duty Bus	400	2014	5	7	10	3	Good
Cedar Valley Services, Inc.	1FD4E45S4DDB27386	Medium-Duty Bus	400	2013	5	7	10	2	Good
Cedar Valley Services, Inc.	1FD4E45S7DDA20588	Medium-Duty Bus	400	2013	5	7	10	2	Good
Cedar Valley Services, Inc.	1FD4E45S6BDB05239	Medium-Duty Bus	400	2011	5	7	10	0	Good
Cedar Valley Services, Inc.	1FD4E45S0ADB00343	Medium-Duty Bus	400	2010	5	7	10	-1	Good
Cedar Valley Services, Inc.	1HA6GUBG5HN011495	Medium-Duty Bus	400	2018	5	7	10	7	Excellent
Cedar Valley Services, Inc.	1FD4E45S0HDC68221	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Cedar Valley Services, Inc.	1FD4E45S9HDC68220	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Cedar Valley Services, Inc.	1FD4E45S3HDC61831	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Cedar Valley Services, Inc.	1FD4E45S4HDC68223	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Cedar Valley Services, Inc.	1FD4E45S2HDC68222	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Cedar Valley Services, Inc.	1FD4E45S4GDC05265	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Cedar Valley Services, Inc.	1FD4E45S5GDC05260	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Cedar Valley Services, Inc.	1FD4E45S8HDC15427	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Cedar Valley Services, Inc.	1FD4E45S1HDC15429	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Cedar Valley Services, Inc.	1FD4E45S1HDC15432	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Cedar Valley Services, Inc.	1FD4E45S5HDC15434	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Cedar Valley Services, Inc.	1FD4E45S2HDC15441	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Cedar Valley Services, Inc.	1GB6G5BG5E1194592	Medium-Duty Bus	400	2014	5	7	10	3	Excellent
Cedar Valley Services, Inc.	1GB6G5BG0E1192765	Medium-Duty Bus	400	2014	5	7	10	3	Excellent
Cedar Valley Services, Inc.	1GB6G5BG4E1202035	Medium-Duty Bus	400	2014	5	7	10	3	Excellent
Cedar Valley Services, Inc.	1FDGF5GY3GEB56905	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Cedar Valley Services, Inc.	1FD4E45S59DA39133	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Cedar Valley Services, Inc.	1FD4E45S18DB51739	Medium-Duty Bus	400	2008	5	7	10	-3	Adequate
Cedar Valley Services, Inc.	1FD4E45S19DA57077	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Cedar Valley Services, Inc.	1FD4E45SXCDB35622	Medium-Duty Bus	400	2012	5	7	10	1	Good
Cedar Valley Services, Inc.	1FD4E45S4DDB27386	Medium-Duty Bus	400	2013	5	7	10	2	Good
Central Community Transit Joint Powers Board	1D4GP24303B215724	Light-Duty Vans, Sedans or Buses	200	2003	4	7	10	-11	Marginal
Central Community Transit Joint Powers Board	1GBHG31U271160004	Medium-Duty Bus	300	2007	4	7	10	-4	Adequate
Central Community Transit Joint Powers Board	1FD4E45P69DA21316	Medium-Duty Bus	400	2009	5	7	10	-2	Marginal
Central Community Transit Joint Powers Board	1FD4E45P79DA50159	Medium-Duty Bus	400	2009	5	7	10	-2	Marginal
Central Community Transit Joint Powers Board	1FD4E45S98DA50688	Medium-Duty Bus	400	2008	5	7	10	-3	Marginal

Organization	VIN	Category	Class	Vehicle Year	FTA Min.	MnDOT Min.	FTA Max. Years	Useful Life	
					Years	Replacement	(Useful Life)	Years Remaining	Condition Rating
Central Community Transit Joint Powers Board	1FD4E45P48DA91967	Medium-Duty Bus	400	2008	5	7	10	10	-3 Marginal
Central Community Transit Joint Powers Board	1FDXE45P37DA31870	Medium-Duty Bus	400	2007	5	7	10	10	-4 Marginal
Central Community Transit Joint Powers Board	1FDXE4FS0BDA22776	Medium-Duty Bus	400	2011	5	7	10	10	0 Adequate
Central Community Transit Joint Powers Board	1FDXE4FS48DB26767	Medium-Duty Bus	400	2011	5	7	10	10	0 Adequate
Central Community Transit Joint Powers Board	1FDXE4FS8BDB12225	Medium-Duty Bus	400	2011	5	7	10	10	0 Adequate
Central Community Transit Joint Powers Board	1FDXE4FS1HDC01583	Medium-Duty Bus	400	2017	5	7	10	10	6 Good
Central Community Transit Joint Powers Board	1FDXE4FSXHDC01582	Medium-Duty Bus	400	2017	5	7	10	10	6 Good
Central Community Transit Joint Powers Board	1FDXE4FS1GDC21892	Medium-Duty Bus	400	2016	5	7	10	10	5 Good
Central Community Transit Joint Powers Board	1FDXE4FS8FDA07089	Medium-Duty Bus	400	2015	5	7	10	10	4 Good
Central Community Transit Joint Powers Board	1FDXE4FS6FDA04238	Medium-Duty Bus	400	2015	5	7	10	10	4 Good
Central Community Transit Joint Powers Board	1FDXE4FS0EDB10280	Medium-Duty Bus	400	2014	5	7	10	10	3 Good
Central Community Transit Joint Powers Board	1GB6G5CG4E1174168	Light-Duty Mid-Sized Bus	400	2014	5	7	10	10	1 Good
Central Community Transit Joint Powers Board	1GB6G5CG6E114683	Light-Duty Mid-Sized Bus	400	2014	5	7	10	10	1 Good
Central Community Transit Joint Powers Board	1FDXE4FS3DDA70002	Medium-Duty Bus	400	2013	5	7	10	10	2 Good
Central Community Transit Joint Powers Board	1FDXE4FS3CDB38183	Medium-Duty Bus	400	2012	5	7	10	10	1 Good
Central Community Transit Joint Powers Board	1GB6G5CG0C1134683	Medium-Duty Bus	400	2012	5	7	10	10	1 Good
Central Community Transit Joint Powers Board	1FDXE4FS48DB29863	Medium-Duty Bus	400	2011	5	7	10	10	0 Good
Central Community Transit Joint Powers Board	1FD4E45P38DB23563	Medium-Duty Bus	400	2008	5	7	10	10	-3 Good
Central Community Transit Joint Powers Board	1FDXE4FS9HDC74096	Medium-Duty Bus	400	2017	5	7	10	10	6 Excellent
Central Community Transit Joint Powers Board	1FDXE4FS2HDC74098	Medium-Duty Bus	400	2017	5	7	10	10	6 Excellent
Central Community Transit Joint Powers Board	1FDXE4FS0HDC74097	Medium-Duty Bus	400	2017	5	7	10	10	6 Excellent
Central Community Transit Joint Powers Board	5WEASAA3EH017645	Medium-Duty Bus	500	2014	7	7	10	10	3 Adequate
Central Community Transit Joint Powers Board	1GB6G5V1958F411420	Medium-Duty Bus	500	2008	7	7	10	10	-3 Adequate
Central Community Transit Joint Powers Board	1FDGF5GY0GEB80711	Medium-Duty Bus	500	2016	7	7	10	10	5 Good
City of Brainerd	1GB6G5BL2B1189181	Medium-Duty Bus	300	2011	4	7	10	10	0 Marginal
City of Brainerd	1FDXE45P39DA61806	Medium-Duty Bus	400	2009	5	7	10	10	-2 Marginal
City of Brainerd	1FD4E45P18DB51719	Medium-Duty Bus	400	2008	5	7	10	10	-3 Marginal
City of Brainerd	1FDXE45P29DA72411	Medium-Duty Bus	400	2009	5	7	10	10	-2 Adequate
City of Brainerd	1GB6G5BGLXE119923	Medium-Duty Bus	400	2014	5	7	10	10	3 Good
City of Brainerd	1GB6G5BGL9E119963	Medium-Duty Bus	400	2014	5	7	10	10	3 Good
City of Brainerd	1GB6G5BL3D1116386	Medium-Duty Bus	400	2013	5	7	10	10	2 Good
City of Brainerd	1GB6G5BL2E1107129	Medium-Duty Bus	400	2013	5	7	10	10	2 Good
City of Brainerd	1FDXE4FS4JDC01479	Medium-Duty Bus	400	2018	5	7	10	10	7 Excellent
City of Brainerd	1GB6GUBL7G1317819	Medium-Duty Bus	400	2017	5	7	10	10	6 Excellent
City of Brainerd	1FDXE4FS1HDC60919	Medium-Duty Bus	400	2017	5	7	10	10	6 Excellent
City of Brainerd	5WEASAA2GH228273	Medium-Duty Bus	500	2016	7	7	10	10	5 Excellent
City of Fosston	1GB3G3BG1B1178196	Medium-Duty Bus	300	2011	4	7	10	10	0 Excellent
City of Granite Falls	1GB6G5BGG6E1117035	Medium-Duty Bus	400	2014	5	7	10	10	3 Good
City of Granite Falls	1FDXE45S16DB25166	Medium-Duty Bus	400	2006	5	7	10	10	-5 Good
City of Hibbing	1FDGF5GY7EEA99007	Medium-Duty Bus	500	2014	7	7	10	10	3 Adequate
City of Hibbing	1FDGF5GY9EEA99008	Medium-Duty Bus	500	2014	7	7	10	10	3 Adequate
City of Hibbing	1FDGF5GY7GEB88580	Medium-Duty Bus	500	2016	7	7	10	10	5 Excellent
City of Hibbing	1FDGF5GY1GEB64694	Medium-Duty Bus	500	2016	7	7	10	10	5 Excellent
City of Morris	1FDXE4FS5DDB30765	Medium-Duty Bus	400	2013	5	7	10	10	2 Good
City of Morris	1FDXE4FS5BDA80317	Medium-Duty Bus	400	2011	5	7	10	10	0 Good
City of Morris	1FDXE45S79DA88415	Medium-Duty Bus	400	2009	5	7	10	10	-2 Good
City of Morris	1FDXE4FS6HDC13790	Medium-Duty Bus	400	2017	5	7	10	10	6 Excellent
City of Morris	1FDXE4FSXHDC57145	Medium-Duty Bus	400	2017	5	7	10	10	6 Excellent
City of Morris	1FDXE4FS5GDC16226	Medium-Duty Bus	400	2016	5	7	10	10	5 Excellent
City of Winona	1FDXE4FS3HDC50702	Medium-Duty Bus	400	2017	5	7	10	10	6 Excellent
City of Winona	1FDAF5GY9FEB05624	Medium-Duty Bus	500	2015	7	7	10	10	4 Good
City of Winona	1FDAF5GY9FEB00830	Medium-Duty Bus	500	2015	7	7	10	10	4 Good
City of Winona	1FDAF5GYXEA62264	Medium-Duty Bus	500	2014	7	7	10	10	3 Good
City of Winona	1GBESV1GX9F410660	Medium-Duty Bus	500	2009	7	7	10	10	-2 Good
City of Winona	1GBESV1G69F410655	Medium-Duty Bus	500	2009	7	7	10	10	-2 Good
City of Winona	1BAKCEH8KF348591	Medium-Duty Bus	500	2019	7	7	10	10	8 Excellent
City of Winona	1FDGF5GY4GEC06873	Medium-Duty Bus	500	2016	7	7	10	10	5 Excellent
City of Winona	1FDGF5GY9GEC06867	Medium-Duty Bus	500	2016	7	7	10	10	5 Excellent
City of Winona	1FDGF5GY9GEC06870	Medium-Duty Bus	500	2016	7	7	10	10	5 Excellent
Faribault-Martin County Transit Board	1FDXE4FSBDB05335	Medium-Duty Bus	400	2011	5	7	10	10	0 Adequate
Faribault-Martin County Transit Board	1FDEE3FL2FDA07037	Medium-Duty Bus	400	2015	5	7	10	10	4 Good
Faribault-Martin County Transit Board	1FDXE4FSXEDA05696	Medium-Duty Bus	400	2014	5	7	10	10	3 Good
Faribault-Martin County Transit Board	1FDEE3FLOEDA05673	Medium-Duty Bus	400	2014	5	7	10	10	3 Good
Faribault-Martin County Transit Board	1GB6G5BG5D1114299	Medium-Duty Bus	400	2013	5	7	10	10	2 Good
Faribault-Martin County Transit Board	1FDXE4FS4HDC23377	Medium-Duty Bus	400	2017	5	7	10	10	6 Excellent
Faribault-Martin County Transit Board	1FDXE4FS7HDC74100	Medium-Duty Bus	400	2017	5	7	10	10	6 Excellent
Faribault-Martin County Transit Board	1FDXE4FS2GDC28256	Medium-Duty Bus	400	2016	5	7	10	10	5 Excellent
Faribault-Martin County Transit Board	1FDXE4FS6GDC22522	Medium-Duty Bus	400	2016	5	7	10	10	5 Excellent
Faribault-Martin County Transit Board	1FD4E45P88DB51720	Medium-Duty Bus	400	2008	5	7	10	10	-3 Adequate
Faribault-Martin County Transit Board	1FD4E45P78DB42992	Medium-Duty Bus	400	2008	5	7	10	10	-3 Good
Faribault-Martin County Transit Board	1FDXE45P29DA22849	Medium-Duty Bus	400	2009	5	7	10	10	-2 Adequate
Faribault-Martin County Transit Board	1FDEE3FL3BDB30520	Medium-Duty Bus	300	2011	4	7	10	10	0 Good
Hubbard County	1FDXE45P85HB31632	Medium-Duty Bus	400	2005	5	7	10	10	-6 Adequate
Hubbard County	1FDXE4FSXBD12288	Medium-Duty Bus	400	2011	5	7	10	10	0 Good
Hubbard County	1FDXE45S19DA72341	Medium-Duty Bus	400	2009	5	7	10	10	-2 Good
Hubbard County	1FDXE45S29DA57010	Medium-Duty Bus	400	2009	5	7	10	10	-2 Good
Hubbard County	1GB6GUBG0G1314179	Medium-Duty Bus	400	2016	5	7	10	10	5 Excellent
Hubbard County	1GB6G5BGXF1130145	Medium-Duty Bus	400	2015	5	7	10	10	4 Excellent
Isanti County	1FDXE45S69DA75249	Medium-Duty Bus	400	2009	5	7	10	10	-2 Poor

Organization	VIN	Category	Class	Vehicle Year	FTA Min.	MnDOT Min.	FTA Max. Years	Useful Life	
					Years	Replacement	(Useful Life)	Years Remaining	Condition Rating
Isanti County	1FDFE4FS8BDB36704	Medium-Duty Bus	400	2011	5	7	10	0	Marginal
Isanti County	1FDFE4S09DA60813	Medium-Duty Bus	400	2009	5	7	10	-2	Marginal
Isanti County	1FDFE4F55DDA41973	Medium-Duty Bus	400	2013	5	7	10	2	Adequate
Isanti County	1FDFE4F54CDA08042	Medium-Duty Bus	400	2012	5	7	10	1	Adequate
Isanti County	1FDFE4F54CDB04799	Medium-Duty Bus	400	2012	5	7	10	1	Adequate
Isanti County	1FDFE4F50ADA55498	Medium-Duty Bus	400	2010	5	7	10	-1	Adequate
Isanti County	1FDFE4F51DDB22193	Medium-Duty Bus	400	2013	5	7	10	2	Good
Isanti County	1FDFE4F50DDB22198	Medium-Duty Bus	400	2013	5	7	10	2	Good
Isanti County	1FDFE4F55JDC18615	Medium-Duty Bus	400	2018	5	7	10	7	Excellent
Isanti County	1GB6GUBGXG1309099	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Isanti County	1GB6GUBGXG1311368	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Isanti County	1FDFE4F55HDC52872	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Isanti County	1FDFE4F51HDC52867	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Isanti County	1FDFE4F50GDC05263	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Isanti County	1FDFE4F52GDC05264	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Isanti County	1FDFE4F53EDB05557	Medium-Duty Bus	400	2014	5	7	10	3	Excellent
Isanti County	1FDFE4F53EDB05543	Medium-Duty Bus	400	2014	5	7	10	3	Excellent
Kanabec County	1FDFE4F55DDA02882	Medium-Duty Bus	400	2013	5	7	10	2	Adequate
Kanabec County	1FD4E45S28DB23383	Medium-Duty Bus	400	2008	5	7	10	-3	Adequate
Kanabec County	1FDFE4F52HDC22261	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Kanabec County	1FDFE4F57HDC68331	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Kanabec County	1FDFE4F55HDC68330	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Kanabec County	1FDFE4F57HDC68328	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Kanabec County	1FDFE4F59HDC68329	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Kanabec County	1FDFE4F52EDB05565	Medium-Duty Bus	400	2014	5	7	10	3	Excellent
Kanabec County	1FDFE4F50DDB19382	Medium-Duty Bus	400	2013	5	7	10	2	Excellent
Kanabec County	1FDFE4F59DDB19381	Medium-Duty Bus	400	2013	5	7	10	2	Excellent
Minnesota River Valley Transit	1FD4E45S98DB51391	Medium-Duty Bus	400	2008	5	7	10	-3	Marginal
Minnesota River Valley Transit	1FDFE45SX9DA84570	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Minnesota River Valley Transit	1FD4E45S28DB42998	Medium-Duty Bus	400	2008	5	7	10	-3	Adequate
Minnesota River Valley Transit	1FDXE45F32HB22968	Medium-Duty Bus	400	2002	5	7	10	-9	Adequate
Minnesota River Valley Transit	1FDFE4F5XGDC25956	Medium-Duty Bus	400	2016	5	7	10	5	Good
Minnesota River Valley Transit	1FDFE4F53FDA09638	Medium-Duty Bus	400	2015	5	7	10	4	Good
Minnesota River Valley Transit	1FDFE4F57FDA02868	Medium-Duty Bus	400	2015	5	7	10	4	Good
Minnesota River Valley Transit	1FDFE4F59FDA02869	Medium-Duty Bus	400	2015	5	7	10	4	Good
Minnesota River Valley Transit	1FDFE4F54HDC22259	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Minnesota River Valley Transit	1FDFE4F57HDC77692	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Paul Bunyan Transit	1FBNE31LX6DA24412	Light-Duty Vans, Sedans or Buses	200	2006	4	7	10	-8	Good
Paul Bunyan Transit	1FDFE4F5XCDB21901	Medium-Duty Bus	400	2012	5	7	10	1	Adequate
Paul Bunyan Transit	1FD4E45S98DA26312	Medium-Duty Bus	400	2008	5	7	10	-3	Adequate
Paul Bunyan Transit	1FDFE4F51HDC07377	Medium-Duty Bus	400	2017	5	7	10	6	Good
Paul Bunyan Transit	1FDFE4F53HDC23371	Medium-Duty Bus	400	2017	5	7	10	6	Good
Paul Bunyan Transit	1FDFE4F58FDA34986	Medium-Duty Bus	400	2015	5	7	10	4	Good
Paul Bunyan Transit	1FDFE4F56EDB10283	Medium-Duty Bus	400	2014	5	7	10	3	Good
Paul Bunyan Transit	1FDFE4F50EDB10277	Medium-Duty Bus	400	2014	5	7	10	3	Good
Paul Bunyan Transit	1FDEE3F54DDB03336	Medium-Duty Bus	400	2013	5	7	10	2	Good
Paul Bunyan Transit	1FDFE4F51DDB30830	Medium-Duty Bus	400	2013	5	7	10	2	Good
Paul Bunyan Transit	1FDFE4F52CDB04798	Medium-Duty Bus	400	2012	5	7	10	1	Good
Paul Bunyan Transit	1FDFE4F58BDB12287	Medium-Duty Bus	400	2011	5	7	10	0	Good
Paul Bunyan Transit	1FDFE45S39DA32603	Medium-Duty Bus	400	2009	5	7	10	-2	Good
Paul Bunyan Transit	1FDFE45S19DA32602	Medium-Duty Bus	400	2009	5	7	10	-2	Good
Paul Bunyan Transit	1GDJG31K781201087	Medium-Duty Bus	400	2008	5	7	10	-3	Good
Paul Bunyan Transit	1FDFE4F58HDC70766	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Paul Bunyan Transit	1FDFE4F57HDC52744	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Paul Bunyan Transit	1FDGF5GY5GEB08015	Medium-Duty Bus	500	2016	7	7	10	5	Good
Paul Bunyan Transit	1FDGF5GY9EA05161	Medium-Duty Bus	500	2013	7	7	10	2	Good
Paul Bunyan Transit	1FDGF5GYBEC07328	Medium-Duty Bus	500	2011	7	7	10	0	Good
Paul Bunyan Transit	1GDE5V1G59F409116	Medium-Duty Bus	500	2009	7	7	10	-2	Good
Prairie Five CAC, Inc.	1GBDX23E23D257582	Light-Duty Mid-Sized Bus	200	2003	4	7	10	-10	Poor
Prairie Five CAC, Inc.	1GBXV13W28D146627	Medium-Duty Bus	200	2008	4	7	10	-3	Marginal
Prairie Five CAC, Inc.	4GLDV13W17D196265	Light-Duty Vans, Sedans or Buses	200	2007	4	7	10	-7	Marginal
Prairie Five CAC, Inc.	1GBDV13L65D195380	Light-Duty Vans, Sedans or Buses	200	2005	4	7	10	-9	Marginal
Prairie Five CAC, Inc.	2D4RN4DE1AR498502	Light-Duty Vans, Sedans or Buses	200	2011	4	7	10	-3	Adequate
Prairie Five CAC, Inc.	1GBXV13W28D146627	Medium-Duty Bus	200	2008	4	7	10	-3	Adequate
Prairie Five CAC, Inc.	1GNDV23117D116238	Light-Duty Vans, Sedans or Buses	200	2007	4	7	10	-7	Adequate
Prairie Five CAC, Inc.	1GBDV13187D125381	Light-Duty Vans, Sedans or Buses	200	2007	4	7	10	-7	Adequate
Prairie Five CAC, Inc.	1GBDV13EX5D125334	Light-Duty Vans, Sedans or Buses	200	2005	4	7	10	-9	Adequate
Prairie Five CAC, Inc.	1FT7W2B66HED32016	Light-Duty Vans, Sedans or Buses	200	2017	4	7	10	3	Good
Prairie Five CAC, Inc.	1GBDX23E23D257582	Medium-Duty Bus	200	2003	4	7	10	-8	Excellent
Prairie Five CAC, Inc.	1FDFE45S59DA52853	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Prairie Five CAC, Inc.	1FDFE45S49DA47319	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Prairie Five CAC, Inc.	1FDXE45S6DA92362	Medium-Duty Bus	400	2006	5	7	10	-5	Adequate
Prairie Five CAC, Inc.	1FDXE45S05HB26607	Medium-Duty Bus	400	2005	5	7	10	-6	Adequate
Prairie Five CAC, Inc.	1FDXE45S25HB26608	Medium-Duty Bus	400	2005	5	7	10	-6	Adequate
Prairie Five CAC, Inc.	1FDFE4F51HDC23370	Medium-Duty Bus	400	2017	5	7	10	6	Good
Prairie Five CAC, Inc.	1FDFE4F52HDC19215	Medium-Duty Bus	400	2017	5	7	10	6	Good
Prairie Five CAC, Inc.	1FDFE4F54GDC22521	Medium-Duty Bus	400	2016	5	7	10	5	Good
Prairie Five CAC, Inc.	1FDFE4F56GDC24173	Medium-Duty Bus	400	2016	5	7	10	5	Good
Prairie Five CAC, Inc.	1FDFE4F52EDB13715	Light-Duty Mid-Sized Bus	400	2014	5	7	10	1	Good

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					Years	Replacement	(Useful Life)	Years Remaining	Condition Rating
Prairie Five CAC, Inc.	1FDDE4FS9DDA08488	Medium-Duty Bus	400	2013	5	7	10	2	Good
Prairie Five CAC, Inc.	1FDDE4FS0DDA08489	Medium-Duty Bus	400	2013	5	7	10	2	Good
Prairie Five CAC, Inc.	1FDDE4FS0DDB32813	Light-Duty Mid-Sized Bus	400	2013	5	7	10	0	Good
Prairie Five CAC, Inc.	1FDDE4FS4DDB32815	Light-Duty Mid-Sized Bus	400	2013	5	7	10	0	Good
Prairie Five CAC, Inc.	1FDDE4FS2DDB32814	Light-Duty Mid-Sized Bus	400	2013	5	7	10	0	Good
Prairie Five CAC, Inc.	1FDDE4FS6CDA26834	Medium-Duty Bus	400	2012	5	7	10	1	Good
Prairie Five CAC, Inc.	1FDDE4FS3CDA11675	Medium-Duty Bus	400	2012	5	7	10	1	Good
Prairie Five CAC, Inc.	1FDDE45S39DA67139	Medium-Duty Bus	400	2009	5	7	10	-2	Good
Prairie Five CAC, Inc.	1FDXE4FS7HDC70763	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Prairie Five CAC, Inc.	1FDXE4FS9HDC70764	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Prairie Five CAC, Inc.	1FDXE4FS0HDC70765	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Productive Alternatives Inc.	1GB3G3BG7C1180424	Medium-Duty Bus	300	2012	4	7	10	1	Adequate
Productive Alternatives Inc.	1GB6G5BG1B1175470	Medium-Duty Bus	300	2011	4	7	10	0	Adequate
Productive Alternatives Inc.	1GB6G5BG4B1176662	Medium-Duty Bus	300	2011	4	7	10	0	Good
Productive Alternatives Inc.	1FDDE45S99DA88450	Medium-Duty Bus	400	2009	5	7	10	-2	Marginal
Productive Alternatives Inc.	1FDDE45S89DA54628	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Productive Alternatives Inc.	1FDDE4FS6GDC05266	Medium-Duty Bus	400	2016	5	7	10	5	Good
Productive Alternatives Inc.	1GB6G5BG2E1109370	Medium-Duty Bus	400	2014	5	7	10	3	Good
Productive Alternatives Inc.	1GB6G5BG5E1110268	Medium-Duty Bus	400	2014	5	7	10	3	Good
Productive Alternatives Inc.	1GB6G5BG7E1194500	Medium-Duty Bus	400	2014	5	7	10	3	Good
Productive Alternatives Inc.	1GB6G5BG8E1193937	Medium-Duty Bus	400	2014	5	7	10	3	Good
Productive Alternatives Inc.	1GB6GUBG1H1129432	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Productive Alternatives Inc.	1HA6GUBG4HN001069	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Productive Alternatives Inc.	1HA6GUBG0HN007144	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Productive Alternatives Inc.	1HA6GUBG2HN007307	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Productive Alternatives Inc.	1HA6GUBG6HN007648	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Productive Alternatives Inc.	1FDDE4FS9GDC19002	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Productive Alternatives Inc.	1GB3G3BG2E1208083	Medium-Duty Bus	400	2014	5	7	10	3	Excellent
Productive Alternatives Inc.	1GDESV1G09F408651	Medium-Duty Bus	500	2009	7	7	10	-2	Adequate
Productive Alternatives Inc.	1GDESV1G29F408862	Medium-Duty Bus	500	2009	7	7	10	-2	Adequate
Productive Alternatives Inc.	1FDGF5GY2DEB80849	Medium-Duty Bus	500	2013	7	7	10	2	Good
Productive Alternatives Inc.	1FDGF5GY0CEC27052	Medium-Duty Bus	500	2012	7	7	10	1	Good
Rainbow Rider Transit Board	1GBDV13W08D146948	Light-Duty Vans, Sedans or Buses	200	2008	4	7	10	-6	Adequate
Rainbow Rider Transit Board	1GBDV13W68D154018	Light-Duty Vans, Sedans or Buses	200	2008	4	7	10	-6	Good
Rainbow Rider Transit Board	1FDDE4FS9ADA82425	Medium-Duty Bus	400	2010	5	7	10	-1	Marginal
Rainbow Rider Transit Board	1FDDE4FSXADA79215	Medium-Duty Bus	400	2010	5	7	10	-1	Marginal
Rainbow Rider Transit Board	1FDDE4FS8ADA55409	Medium-Duty Bus	400	2010	5	7	10	-1	Marginal
Rainbow Rider Transit Board	1FDDE45S49DA06236	Medium-Duty Bus	400	2009	5	7	10	-2	Marginal
Rainbow Rider Transit Board	1FDDE45SX9DA06239	Medium-Duty Bus	400	2009	5	7	10	-2	Marginal
Rainbow Rider Transit Board	1FDDE45S09DA17296	Medium-Duty Bus	400	2009	5	7	10	-2	Marginal
Rainbow Rider Transit Board	1FDDE4FS8CDB21900	Medium-Duty Bus	400	2012	5	7	10	1	Adequate
Rainbow Rider Transit Board	1FDDE4FSXADB01564	Medium-Duty Bus	400	2010	5	7	10	-1	Adequate
Rainbow Rider Transit Board	1FDDE4FS2ADA82427	Medium-Duty Bus	400	2010	5	7	10	-1	Adequate
Rainbow Rider Transit Board	1FDDE4FS9ADB01572	Medium-Duty Bus	400	2010	5	7	10	-1	Adequate
Rainbow Rider Transit Board	1FDDE4FS8ADA79214	Medium-Duty Bus	400	2010	5	7	10	-1	Adequate
Rainbow Rider Transit Board	1FDDE4FS0ADA82426	Medium-Duty Bus	400	2010	5	7	10	-1	Adequate
Rainbow Rider Transit Board	1FDDE45S49DA18631	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Rainbow Rider Transit Board	1FDDE45S69DA17299	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Rainbow Rider Transit Board	1FDDE4FSXHDC15459	Medium-Duty Bus	400	2017	5	7	10	6	Good
Rainbow Rider Transit Board	1FDDE4FS6HDC15460	Medium-Duty Bus	400	2017	5	7	10	6	Good
Rainbow Rider Transit Board	1FDDE4FS8HDC15461	Medium-Duty Bus	400	2017	5	7	10	6	Good
Rainbow Rider Transit Board	1FDDE4FS3GDC21893	Medium-Duty Bus	400	2016	5	7	10	5	Good
Rainbow Rider Transit Board	1FDDE4FS5GDC21894	Medium-Duty Bus	400	2016	5	7	10	5	Good
Rainbow Rider Transit Board	1FDDE4FS5GDC11222	Medium-Duty Bus	400	2016	5	7	10	5	Good
Rainbow Rider Transit Board	1FDDE4FS3GDC11221	Medium-Duty Bus	400	2016	5	7	10	5	Good
Rainbow Rider Transit Board	1FDDE4FS4FDA07087	Medium-Duty Bus	400	2015	5	7	10	4	Good
Rainbow Rider Transit Board	1FDDE4FS6FDA07088	Medium-Duty Bus	400	2015	5	7	10	4	Good
Rainbow Rider Transit Board	1FDDE4FSXEDB10285	Medium-Duty Bus	400	2014	5	7	10	3	Good
Rainbow Rider Transit Board	1FDDE4FS7DDA08490	Medium-Duty Bus	400	2013	5	7	10	2	Good
Rainbow Rider Transit Board	1FDDE4FS9DDA08491	Medium-Duty Bus	400	2013	5	7	10	2	Good
Rainbow Rider Transit Board	1FDDE4FS1DDA70001	Medium-Duty Bus	400	2013	5	7	10	2	Good
Rainbow Rider Transit Board	1FDDE4FS9DDA69999	Medium-Duty Bus	400	2013	5	7	10	2	Good
Rainbow Rider Transit Board	1FDDE4FS2DDB32781	Medium-Duty Bus	400	2013	5	7	10	2	Good
Rainbow Rider Transit Board	1FDDE4FS7HDC52873	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Rainbow Rider Transit Board	1FDDE4FS3HDC61828	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Rainbow Rider Transit Board	1FDDE4FS6HDC65968	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Rainbow Rider Transit Board	1FDDE4FS8HDC65969	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Rainbow Rider Transit Board	1GDJSV1969F412638	Medium-Duty Bus	500	2009	7	7	10	-2	Good
Semcac	1GB6G5BG7B1177482	Light-Duty Mid-Sized Bus	300	2011	4	7	10	-2	Good
Semcac	1FDXE45S26DB25158	Medium-Duty Bus	400	2006	5	7	10	-5	Adequate
Semcac	1FDDE4FS1CDB38182	Medium-Duty Bus	400	2012	5	7	10	1	Good
Semcac	1FDDE4FS5ADA75987	Medium-Duty Bus	400	2010	5	7	10	-1	Good
Semcac	1FDXE45S44HA91553	Medium-Duty Bus	400	2004	5	7	10	-7	Good
Semcac	1FDDE4FS5HDC61829	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Semcac	1FDDE4FS5HDC68327	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Semcac	1FDDE4FS7GDC05261	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Semcac	1FDDE4FS5FDA15862	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Semcac	1FDDE4FS5FDA15859	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Semcac	1FDDE4FS3FDA15861	Medium-Duty Bus	400	2015	5	7	10	4	Excellent

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Semcac	1FDDE4F51FDA15860	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Semcac	1FDDE4F56EDB17427	Light-Duty Mid-Sized Bus	400	2014	5	7	10	1	Excellent
Semcac	1FDDE4F588DB28375	Medium-Duty Bus	400	2011	5	7	10	0	Excellent
Southwestern Minnesota Opportunity Council, Ir	1FDXE45S95HB24306	Medium-Duty Bus	400	2005	5	7	10	-6	Adequate
Southwestern Minnesota Opportunity Council, Ir	1FDDE45S29DA64555	Medium-Duty Bus	400	2009	5	7	10	-2	Good
Southwestern Minnesota Opportunity Council, Ir	1FDXE4F55HDC22260	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Southwestern Minnesota Opportunity Council, Ir	1FDDE4F53DDA41972	Medium-Duty Bus	400	2013	5	7	10	2	Excellent
Three Rivers Community Action, Inc.	1FDWE35L17DB47667	Light-Duty Mid-Sized Bus	300	2007	4	7	10	-6	Adequate
Three Rivers Community Action, Inc.	1FDDE45S29DA42202	Medium-Duty Bus	400	2009	5	7	10	-2	Marginal
Three Rivers Community Action, Inc.	1FDDE45P09DA80961	Medium-Duty Bus	400	2009	5	7	10	-2	Marginal
Three Rivers Community Action, Inc.	1FDDE4F51BDB26936	Medium-Duty Bus	400	2011	5	7	10	0	Adequate
Three Rivers Community Action, Inc.	1FDDE4F51EDA05697	Medium-Duty Bus	400	2014	5	7	10	3	Good
Three Rivers Community Action, Inc.	1FDDE4F52DDB09680	Medium-Duty Bus	400	2013	5	7	10	2	Good
Three Rivers Community Action, Inc.	1FDDE4F55DDB30829	Medium-Duty Bus	400	2013	5	7	10	2	Good
Three Rivers Community Action, Inc.	1FDDE4F55CDB21904	Medium-Duty Bus	400	2012	5	7	10	1	Good
Three Rivers Community Action, Inc.	1FDDE4F57CDB38185	Medium-Duty Bus	400	2012	5	7	10	1	Good
Three Rivers Community Action, Inc.	1FDDE4F55CDB38184	Medium-Duty Bus	400	2012	5	7	10	1	Good
Three Rivers Community Action, Inc.	1GBG65BG9B1110902	Medium-Duty Bus	400	2011	5	7	10	0	Good
Three Rivers Community Action, Inc.	1FDDE4F588DB26394	Medium-Duty Bus	400	2011	5	7	10	0	Good
Three Rivers Community Action, Inc.	1FDDE45X8DB26935	Medium-Duty Bus	400	2011	5	7	10	0	Good
Three Rivers Community Action, Inc.	1FDDE45S28DB15106	Medium-Duty Bus	400	2008	5	7	10	-3	Good
Three Rivers Community Action, Inc.	1FDDE4F52JDC06423	Medium-Duty Bus	400	2018	5	7	10	7	Excellent
Three Rivers Community Action, Inc.	1FDDE4F54JDC06424	Medium-Duty Bus	400	2018	5	7	10	7	Excellent
Three Rivers Community Action, Inc.	1FDDE4F58GDC05317	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Three Rivers Community Action, Inc.	1FDDE4F54GDC05315	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Three Rivers Community Action, Inc.	1FDDE4F56GDC05316	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Three Rivers Community Action, Inc.	1FDDE4F5XGDC49190	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Three Rivers Community Action, Inc.	1FDDE4F51GDC49191	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Three Rivers Community Action, Inc.	1FDDE4F56FDA03090	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Three Rivers Community Action, Inc.	1FDDE4F5XFDA03089	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Three Rivers Community Action, Inc.	1FDDE4F5XEDA99143	Medium-Duty Bus	400	2014	5	7	10	3	Excellent
Three Rivers Community Action, Inc.	1GBG5V1909F412346	Medium-Duty Bus	500	2009	7	7	10	-2	Marginal
Three Rivers Community Action, Inc.	1GBE5V1207F405646	Medium-Duty Bus	500	2007	7	7	10	-4	Marginal
Three Rivers Community Action, Inc.	1GBG5V1967F421629	Medium-Duty Bus	500	2007	7	7	10	-4	Adequate
Three Rivers Community Action, Inc.	1FDGF5GY8GE888586	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Three Rivers Community Action, Inc.	1FDGF5GY0GE888596	Medium-Duty Bus	500	2016	7	7	10	5	Excellent
Three Rivers Community Action, Inc.	1FDGF5GY8EE03596	Medium-Duty Bus	500	2014	7	7	10	3	Excellent
Trailblazer Joint Powers Board	1FDDE45P29DA19949	Medium-Duty Bus	400	2009	5	7	10	-2	Marginal
Trailblazer Joint Powers Board	1FDDE4F59CDA03368	Medium-Duty Bus	400	2012	5	7	10	1	Adequate
Trailblazer Joint Powers Board	1FDDE4F56CDA02968	Medium-Duty Bus	400	2012	5	7	10	1	Adequate
Trailblazer Joint Powers Board	1FDDE4F54CDA02970	Medium-Duty Bus	400	2012	5	7	10	1	Adequate
Trailblazer Joint Powers Board	1GBG65BL7C1160373	Medium-Duty Bus	400	2012	5	7	10	1	Adequate
Trailblazer Joint Powers Board	1FDDE45P89DA15596	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Trailblazer Joint Powers Board	1FDDE4F57DDB32775	Medium-Duty Bus	400	2014	5	7	10	3	Good
Trailblazer Joint Powers Board	1FDDE4F5XDDDB36562	Medium-Duty Bus	400	2014	5	7	10	3	Good
Trailblazer Joint Powers Board	1FDDE4F58DDB36561	Medium-Duty Bus	400	2014	5	7	10	3	Good
Trailblazer Joint Powers Board	1FDDE4F53DDA50896	Medium-Duty Bus	400	2013	5	7	10	2	Good
Trailblazer Joint Powers Board	1FDDE4F51DDA50900	Medium-Duty Bus	400	2013	5	7	10	2	Good
Trailblazer Joint Powers Board	1FDDE4F55DDA50897	Medium-Duty Bus	400	2013	5	7	10	2	Good
Trailblazer Joint Powers Board	1GBG65BL8D1117615	Medium-Duty Bus	400	2013	5	7	10	2	Good
Trailblazer Joint Powers Board	1GBG66BL9E1128677	Medium-Duty Bus	400	2013	5	7	10	2	Good
Trailblazer Joint Powers Board	1FDDE4F54JDC01482	Medium-Duty Bus	400	2018	5	7	10	7	Excellent
Trailblazer Joint Powers Board	1FDDE4F5XJDC01485	Medium-Duty Bus	400	2018	5	7	10	7	Excellent
Trailblazer Joint Powers Board	1FDDE4F53JDC01487	Medium-Duty Bus	400	2018	5	7	10	7	Excellent
Trailblazer Joint Powers Board	1FDDE4F59HDC26551	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Trailblazer Joint Powers Board	1FDDE4F50HDC75931	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Trailblazer Joint Powers Board	1FDDE4F55HDC74080	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Trailblazer Joint Powers Board	1FDDE4F55GDC34399	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Trailblazer Joint Powers Board	1FDDE4F58GDC34400	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Trailblazer Joint Powers Board	1FDDE4F5XGDC34401	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Trailblazer Joint Powers Board	1FDDE4F51GDC34402	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
Trailblazer Joint Powers Board	1FDDE4F56FDA10606	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F50FDA10598	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F52FDA12076	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F55FDA12086	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F58FDA10607	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F54FDA12080	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F57FDA10601	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F56FDA15854	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F56FDA12078	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F5XFDA12083	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F5XFDA10608	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F58FDA12079	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F56FDA12081	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Trailblazer Joint Powers Board	1FDDE4F51FDA10612	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Tri-County Action Program Inc.	1FDDE4F57BDB36550	Medium-Duty Bus	400	2011	5	7	10	0	Adequate
Tri-County Action Program Inc.	1FDDE45S79DA84493	Medium-Duty Bus	400	2009	5	7	10	-2	Adequate
Tri-County Action Program Inc.	1FDXE4F50FDA07091	Medium-Duty Bus	400	2015	5	7	10	4	Good
Tri-County Action Program Inc.	1FDXE4F53CDB30461	Medium-Duty Bus	400	2012	5	7	10	1	Good

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Tri-County Action Program Inc.	1FDXE4F51CDB30460	Medium-Duty Bus	400	2012	5	7	10	10	1 Good
Tri-County Action Program Inc.	1FDFE4F52JDC06700	Medium-Duty Bus	400	2018	5	7	10	7 Excellent	
Tri-County Action Program Inc.	1FDFE4F54HDC17983	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Tri-County Action Program Inc.	1FDFE4F52HDC17982	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Tri-County Action Program Inc.	1FDFE4F59GDC36110	Medium-Duty Bus	400	2016	5	7	10	5 Excellent	
Tri-County Action Program Inc.	1FDXE4F52FDA07092	Medium-Duty Bus	400	2015	5	7	10	4 Excellent	
Tri-County Action Program Inc.	1FDXE4F59FDA07090	Medium-Duty Bus	400	2015	5	7	10	4 Excellent	
Tri-County Action Program Inc.	1GBE5V1918F407338	Medium-Duty Bus	500	2008	7	7	10	-3 Marginal	
Tri-County Action Program Inc.	1GBG5V1919F408645	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Tri-County Action Program Inc.	1GBG5V1969F408687	Medium-Duty Bus	500	2009	7	7	10	-2 Adequate	
Tri-County Action Program Inc.	4UZADRDU2ECFT3613	Medium-Duty Bus	500	2014	7	7	10	3 Good	
Tri-County Action Program Inc.	5WEXWSKK2DH321646	Medium-Duty Bus	500	2012	7	7	10	1 Good	
Tri-County Action Program Inc.	4UZADRFD3CJU3835	Medium-Duty Bus	500	2018	7	7	10	7 Excellent	
Tri-County Action Program Inc.	4UZADRFD2JCU3826	Medium-Duty Bus	500	2018	7	7	10	7 Excellent	
Tri-County Action Program Inc.	4UZADRDU6HCFJ0710	Medium-Duty Bus	500	2017	7	7	10	6 Excellent	
Tri-County Action Program Inc.	1FDGF5GY4GEB64818	Medium-Duty Bus	500	2016	7	7	10	5 Excellent	
Tri-County Action Program Inc.	4UZADRDU1GCHY0169	Medium-Duty Bus	500	2016	7	7	10	5 Excellent	
Tri-County Action Program Inc.	5WEASAAAM9DJ154189	Medium-Duty Bus	500	2013	7	7	10	2 Excellent	
Tri-Valley Opportunity Council, Inc.	1FD3E35L88DB38345	Light-Duty Mid-Sized Bus	300	2008	4	7	10	-5 Marginal	
Tri-Valley Opportunity Council, Inc.	1FDFE4F53BDB21298	Medium-Duty Bus	400	2011	5	7	10	0 Marginal	
Tri-Valley Opportunity Council, Inc.	1FDFE4F50ADA46302	Medium-Duty Bus	400	2010	5	7	10	-1 Marginal	
Tri-Valley Opportunity Council, Inc.	1FDFE45S29DA88408	Medium-Duty Bus	400	2009	5	7	10	-2 Marginal	
Tri-Valley Opportunity Council, Inc.	1GBKG31KX91174398	Medium-Duty Bus	400	2009	5	7	10	-2 Marginal	
Tri-Valley Opportunity Council, Inc.	1FD4E45S28DB32326	Medium-Duty Bus	400	2008	5	7	10	-3 Marginal	
Tri-Valley Opportunity Council, Inc.	1FDXE45S76HA12234	Medium-Duty Bus	400	2006	5	7	10	-5 Marginal	
Tri-Valley Opportunity Council, Inc.	1FDFE4F52CDB04784	Medium-Duty Bus	400	2012	5	7	10	1 Adequate	
Tri-Valley Opportunity Council, Inc.	1FDFE4F54CDB04785	Medium-Duty Bus	400	2012	5	7	10	1 Adequate	
Tri-Valley Opportunity Council, Inc.	1FDFE45SX9DA88442	Medium-Duty Bus	400	2009	5	7	10	-2 Adequate	
Tri-Valley Opportunity Council, Inc.	1FDXE45S76DA96143	Medium-Duty Bus	400	2006	5	7	10	-5 Adequate	
Tri-Valley Opportunity Council, Inc.	1FDXE45S66DB21128	Medium-Duty Bus	400	2006	5	7	10	-5 Adequate	
Tri-Valley Opportunity Council, Inc.	1FDXE45F03HB43133	Medium-Duty Bus	400	2003	5	7	10	-8 Adequate	
Tri-Valley Opportunity Council, Inc.	1FDFE4F58EDB05540	Medium-Duty Bus	400	2014	5	7	10	3 Good	
Tri-Valley Opportunity Council, Inc.	1FDFE4F5XEDB05541	Medium-Duty Bus	400	2014	5	7	10	3 Good	
Tri-Valley Opportunity Council, Inc.	1FDFE4F51EDB05542	Medium-Duty Bus	400	2014	5	7	10	3 Good	
Tri-Valley Opportunity Council, Inc.	1FDFE4F55DDB36503	Medium-Duty Bus	400	2013	5	7	10	2 Good	
Tri-Valley Opportunity Council, Inc.	1FDFE4F56DDB04840	Medium-Duty Bus	400	2013	5	7	10	2 Good	
Tri-Valley Opportunity Council, Inc.	1FDFE4F58HDC01267	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Tri-Valley Opportunity Council, Inc.	1FDFE4F5XHDC01268	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Tri-Valley Opportunity Council, Inc.	1FDFE4F51HDC01269	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Tri-Valley Opportunity Council, Inc.	1FDFE4F5XHDC52866	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Tri-Valley Opportunity Council, Inc.	1FDFE4F53HDC49159	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
Tri-Valley Opportunity Council, Inc.	1FDFE4F55GDC07168	Medium-Duty Bus	400	2016	5	7	10	5 Excellent	
Tri-Valley Opportunity Council, Inc.	1FDFE4F57GDC07169	Medium-Duty Bus	400	2016	5	7	10	5 Excellent	
Tri-Valley Opportunity Council, Inc.	1GDJ5V1918F408057	Medium-Duty Bus	500	2008	7	7	10	-3 Marginal	
Tri-Valley Opportunity Council, Inc.	1GDJ5V1987F420933	Medium-Duty Bus	500	2007	7	7	10	-4 Marginal	
Tri-Valley Opportunity Council, Inc.	4UZADRDU1GCHD6880	Medium-Duty Bus	500	2016	7	7	10	5 Good	
Tri-Valley Opportunity Council, Inc.	4UZADRDU8GCHK7839	Medium-Duty Bus	500	2016	7	7	10	5 Good	
Tri-Valley Opportunity Council, Inc.	4UZADRDU0HCHZ0080	Medium-Duty Bus	500	2016	7	7	10	5 Excellent	
United Community Action Partnership	1FMCU9G0JUA31074	Light-Duty Vans, Sedans or Buses	200	2018	4	7	10	4 Excellent	
United Community Action Partnership	1FDFE4F54BDB37543	Medium-Duty Bus	400	2011	5	7	10	0 Marginal	
United Community Action Partnership	1FDFE4F56BDB37544	Medium-Duty Bus	400	2011	5	7	10	0 Marginal	
United Community Action Partnership	1FDFE4F55ADA82289	Medium-Duty Bus	400	2010	5	7	10	-1 Marginal	
United Community Action Partnership	1FDFE45S49DA69210	Medium-Duty Bus	400	2009	5	7	10	-2 Marginal	
United Community Action Partnership	1FDFE45S89DA69209	Medium-Duty Bus	400	2009	5	7	10	-2 Marginal	
United Community Action Partnership	1FDFE45S79DA52854	Medium-Duty Bus	400	2009	5	7	10	-2 Marginal	
United Community Action Partnership	1FDFE45S39DA52852	Medium-Duty Bus	400	2009	5	7	10	-2 Marginal	
United Community Action Partnership	1FDFE45S29DA72428	Medium-Duty Bus	400	2009	5	7	10	-2 Marginal	
United Community Action Partnership	1FD3E35L88DB05369	Light-Duty Mid-Sized Bus	400	2008	5	7	10	-5 Marginal	
United Community Action Partnership	1GBJG31K681178068	Medium-Duty Bus	400	2008	5	7	10	-3 Marginal	
United Community Action Partnership	1FDXE45S66DB18665	Medium-Duty Bus	400	2006	5	7	10	-5 Marginal	
United Community Action Partnership	1FDXE45S66DB25165	Medium-Duty Bus	400	2006	5	7	10	-5 Marginal	
United Community Action Partnership	1FDFE4F52DDB32778	Light-Duty Mid-Sized Bus	400	2013	5	7	10	0 Adequate	
United Community Action Partnership	1FDFE4F50DDB32777	Light-Duty Mid-Sized Bus	400	2013	5	7	10	0 Adequate	
United Community Action Partnership	1FDFE4F52DDA08493	Medium-Duty Bus	400	2013	5	7	10	2 Adequate	
United Community Action Partnership	1GB6G5B80F1130476	Light-Duty Mid-Sized Bus	400	2015	5	7	10	2 Good	
United Community Action Partnership	1FDFE4F50DDB32780	Light-Duty Mid-Sized Bus	400	2013	5	7	10	0 Good	
United Community Action Partnership	1FDWE3F55DDA02987	Medium-Duty Bus	400	2013	5	7	10	2 Good	
United Community Action Partnership	1FDFE4F54DDB32779	Light-Duty Mid-Sized Bus	400	2013	5	7	10	0 Good	
United Community Action Partnership	1GB6G5BLXD1120516	Medium-Duty Bus	400	2013	5	7	10	2 Good	
United Community Action Partnership	1HA6GUBGXHN011248	Medium-Duty Bus	400	2018	5	7	10	7 Excellent	
United Community Action Partnership	1HA6GUBG0HN011212	Medium-Duty Bus	400	2018	5	7	10	7 Excellent	
United Community Action Partnership	1FDFE4F54HDC10192	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
United Community Action Partnership	1GB6GUBG8H1142808	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
United Community Action Partnership	1GB6GUBG7H1131668	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
United Community Action Partnership	1GB6GUBG7H1130777	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
United Community Action Partnership	1FDFE4F58HDC23382	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
United Community Action Partnership	1GB6GUBG9H1130697	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
United Community Action Partnership	1HA6GUBG0HN008472	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	
United Community Action Partnership	1HA6GUBGXHN008530	Medium-Duty Bus	400	2017	5	7	10	6 Excellent	

Organization	VIN	Category	Class	Vehicle Year	FTA Min.	MnDOT Min.	FTA Max. Years	Useful Life	
					Years	Replacement	(Useful Life)	Years Remaining	Condition Rating
United Community Action Partnership	1FD4E4F57GDC21895	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
United Community Action Partnership	1FD4E4F52GDC19004	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
United Community Action Partnership	1FD4E4F59GDC21896	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
United Community Action Partnership	1FD4E4F58GDC25955	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
United Community Action Partnership	1FD4E4F52GDC10979	Medium-Duty Bus	400	2016	5	7	10	5	Excellent
United Community Action Partnership	1FD4E4F5XFDA07093	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
United Community Action Partnership	1FD4E4F55FDA03369	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
United Community Action Partnership	1FD4E4F51FDA37597	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
United Community Action Partnership	1GB6G5BLSF1138084	Light-Duty Mid-Sized Bus	400	2015	5	7	10	2	Excellent
United Community Action Partnership	1GB6G5BG7E1200831	Light-Duty Mid-Sized Bus	400	2014	5	7	10	1	Excellent
United Community Action Partnership	1GB6G5BG2D1157336	Light-Duty Mid-Sized Bus	400	2013	5	7	10	0	Excellent
United Community Action Partnership	1GB6G5BG0C1180435	Medium-Duty Bus	400	2012	5	7	10	1	Excellent
Vine Faith In Action	1GBHG31K591166445	Medium-Duty Bus	300	2009	4	7	10	-2	Excellent
Vine Faith In Action	1FD4E4F51HDC61830	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Vine Faith In Action	1FD4E4F55HDC61832	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Vine Faith In Action	1FD4E4F55HDC75911	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Vine Faith In Action	1FD4E4F59HDC77693	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Vine Faith In Action	1FD4E4F53FDA23863	Medium-Duty Bus	400	2015	5	7	10	4	Excellent
Wadena County Highway Department	1FD4E455S8DA16019	Medium-Duty Bus	400	2008	5	7	10	-3	Adequate
Wadena County Highway Department	1FD4E455S93HA62676	Medium-Duty Bus	400	2003	5	7	10	-8	Adequate
Wadena County Highway Department	1FD4E4F56BDB12272	Medium-Duty Bus	400	2011	5	7	10	0	Good
Wadena County Highway Department	1FD4E45569DA50142	Light-Duty Mid-Sized Bus	400	2009	5	7	10	-2	Good
Wadena County Highway Department	1FD4E4F52HDC06576	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Wadena County Highway Department	1FD4E4F54HDC06577	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Wadena County Highway Department	1FD4E4F57DDB28922	Medium-Duty Bus	400	2013	5	7	10	2	Excellent
Wadena County Highway Department	4UZADRFD1JCJ4819	Medium-Duty Bus	500	2018	7	7	10	7	Excellent
Watsonwan County	1D4GP24R95B427753	Light-Duty Vans, Sedans or Buses	200	2005	4	7	10	-9	Poor
Watsonwan County	1FD4E4F57DDB30380	Light-Duty Mid-Sized Bus	400	2013	5	7	10	0	Adequate
Watsonwan County	1FD4E4F59EDB17566	Light-Duty Mid-Sized Bus	400	2014	5	7	10	1	Good
Watsonwan County	1FD4E4F53HDC17828	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Watsonwan County	1FD4E4F59HDC70761	Medium-Duty Bus	400	2017	5	7	10	6	Excellent
Watsonwan County	1FD4E4F59HDC70761	Medium-Duty Bus	400	2017	5	7	10	6	Excellent

Appendix C
Facility Inventory

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Sub-Recipient	Facility ID	Name	Federal Funding	Street	City	State	Zip	Condition Assessment	Est. Date of Condition Assessment	Primary Mode	Facility Type	Year Built or Reconstructed as New	Square Feet	Transit Agency Capital Responsibility (%)	Notes
Cedar Valley Services, Inc.	3346	Austin	Yes	2801 West Oakland Avenue	Austin	MN	55912	4	9/22/2017	DR - Demand Response	Combined Administrative and Maintenance Facility (describe in Notes)	2010	13,093	100%	Dispatching and Office Staff in Office Area; General Purpose Maintenance and Overnight Storage in Garage Area
Cedar Valley Services, Inc.	3347	Albert Lea	Yes	905 East 16th Street	Albert Lea	MN	56007	5	9/22/2017	DR - Demand Response	Combined Administrative and Maintenance Facility (describe in Notes)	2013	7,520	100%	Office Staff and Training in Office Area; General Purpose Maintenance and Overnight Storage in Garage Area, Bus Wash Bay
Three Rivers CAP	3349	Plainview - North	Yes	55049 241st Avenue	Plainview	MN	55964	4	9/18/2017	MB - Bus	Combined Administrative and Maintenance Facility (describe in Notes)	2005	6,845	100%	Dispatching and Office Staff in Office Area; General Purpose Maintenance and Overnight Storage in Garage Area
Three Rivers CAP	3350	Northfield	No	1730 Riverview Drive	Northfield	MN	55057	4	9/18/2017	MB - Bus	Combined Administrative and Maintenance Facility (describe in Notes)	2002	6,600	100%	Office Staff and Training in Office Area; General Purpose Maintenance and Overnight Storage in Garage Area
Three Rivers CAP	3351	Red Wing Garage	No	237 Tyler Road North	Red Wing	MN	55066	4	9/18/2017	MB - Bus	General Purpose Maintenance Facility/Depot	1999	5,616	100%	General Purpose Maintenance and Overnight Storage
Three Rivers CAP	3352	Red Wing HUB	Yes	675 Withers Harbor Drive	Red Wing	MN	55066	5	9/18/2017	MB - Bus	Other, Passenger or Parking (describe in Notes)	2013	22,500	100%	Building has an office and indoor waiting area with restrooms: 900 sf; Parking Lot: 21,600 SF
United CA	3353	Luverne	Yes	1110 North Blue Mound Avenue	Luverne	MN	56156	5	8/9/2017	DR - Demand Response	Combined Administrative and Maintenance Facility (describe in Notes)	2009	5,368	100%	Dispatching and Office Staff in Office Area; General Purpose Maintenance and Overnight Storage in Garage Area
United CA	3354	Marshall - North	No	720 Kossuth Avenue	Marshall	MN	56258	4	7/25/2017	DR - Demand Response	Combined Administrative and Maintenance Facility (describe in Notes)	2007	11,632	100%	Dispatching and Office Staff in Office Area; General Purpose Maintenance and Overnight Storage in Garage Area
United CA	3355	Marshall - South	No	720 Kossuth Avenue	Marshall	MN	56258	4	7/25/2017	DR - Demand Response	General Purpose Maintenance Facility/Depot	2009	3,844	100%	Storage for additional buses and equipment, all maintenance is done in other facility at this location.
United CA	3356	Ivanhoe	No	512 Division Street	Ivanhoe	MN	56142	4	7/25/2017	DR - Demand Response	General Purpose Maintenance Facility/Depot	2000	1,800	100%	General Purpose Maintenance and Overnight Storage.
Isanti County	3348	Cambridge	Yes	245 2nd Avenue Southeast	Cambridge	MN	55008	4	9/29/2017	MB - Bus	Combined Administrative and Maintenance Facility (describe in Notes)	2007	5,827	100%	Office Staff in Office Area, Maintenance (Service and Inspection) complete in Maintenance Area and Overnight Storage.
AEOA	3357	Gilbert	Yes	1001 South Arrowhead Drive	Gilbert	MN	55741	4	10/23/2017	MB - Bus	Combined Administrative and Maintenance Facility (describe in Notes)	1990	24,644	100%	Primary Maintenance Facility for the Transit System as well as Main Office for the Transit System.
AEOA	3358	Two Harbors	Yes	2124 10th Street	Two Harbors	MN	55616	4	10/23/2017	MB - Bus	Combined Administrative and Maintenance Facility (describe in Notes)	2002	9,726	100%	A transit office and primarily general purpose maintenance with overnight storage, also a wash bay which can be used for additional overnight parking.
AEOA	3359	International Falls	Yes	1526 6th Avenue	International Falls	MN	56649	4	10/23/2017	MB - Bus	Combined Administrative and Maintenance Facility (describe in Notes)	2008	4,000	100%	Primarily general purpose maintenance with overnight storage, also an office area for transit staff.
AEOA	3360	Grand Rapids	No	421 Southeast 13th Street	Grand Rapids	MN	55744	4	10/20/2017	MB - Bus	Combined Administrative and Maintenance Facility (describe in Notes)	1994	11,838	100%	A transit office and primarily general purpose maintenance with overnight storage, also a wash bay.
Paul Bunyan	3366	Bemidji - North	Yes	706 Railroad Street	Bemidji	MN	56601	5	10/24/2017	DR - Demand Response	Combined Administrative and Maintenance Facility (describe in Notes)	2001	8,460	100%	Primarily transit office with some indoor bus storage on back of building.
Paul Bunyan	3367	Bemidji - South	Yes	706 Railroad Street	Bemidji	MN	56601	5	10/24/2017	DR - Demand Response	Maintenance Facility (Service and Inspection)	2010	10,496	100%	Maintenance Bays, Indoor Bus overnight parking, and drive-thru bus wash bay.
Paul Bunyan	3368	Roseau	No	215 South Main Street	Roseau	MN	56751	4	10/24/2017	DR - Demand Response	Combined Administrative and Maintenance Facility (describe in Notes)	2005	4,158	100%	Transit Staff office area and general purpose maintenance with overnight storage.
Becker County	3369	Detroit Lakes	Yes	1320 Rossman Avenue	Detroit Lakes	MN	56501	4	10/12/2017	DR - Demand Response	Combined Administrative and Maintenance Facility (describe in Notes)	2006	4,680	100%	Office Staff in Office Area; General Purpose Maintenance and Overnight Storage in Garage Area

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Appendix D

Sample Rolling Stock (Vehicle) Condition Rating Form and Rolling Stock (Vehicle) Statistics Report

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Sample BlackCat Vehicle Statistics Report

Vehicle Statistics

Becker County Transit

Reporting Period

Year: 2018 Period: Status: Approved

Mark this reporting component as complete

Vehicles

VIN	SUN	Agency ID	Current Condition	Current Mileage	Preventive	Corrective	In Use?	Is Backup?	Total
					Vehicle Maintenance Cost	Vehicle Maintenance Cost			Vehicle Maintenance Cost
 1FD4E45S38DB23571	B080111		Fair	192635	\$7.33	\$1,034.16	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$1,041.49
 1FD4E45S89DA06529	B090160		Good	152504	\$45.13	\$1,145.81	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$1,190.94
 1FD4E45S5FDA09804	B140111		Excellent	65589	\$21.67	\$1,857.40	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$1,879.07
 1FD4E45S6HDC16575	B160113		Excellent	36924	\$14.62	\$658.93	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$673.55
 1FD4E45SXJDC06444	B170167		Excellent	4289	\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00
 1FDWE3FLXCDA82620	B120107		Excellent	78600	\$14.34	\$471.37	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$485.71
Total					\$103.09	\$5,167.67			\$5,270.76

Save Cancel

Appendix E
Facility Checklist & Condition Rating Form

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2018 Annual Facility Review Checklist

Agency: _____

Facility Name and Location: _____

Checklist Category		Comments
A. Substructure		
_____ Foundations/Floors		_____
_____ Basement		_____
B. Shell		
_____ Superstructure/Structural Frame		_____
_____ Building Envelope		_____
_____ Windows		_____
_____ Doors (Entrance/Overhead)		_____
_____ Roof		_____
C. Interiors		
_____ Floors/Walls/Ceilings		_____
_____ Stairs		_____
_____ Finishes		_____
_____ Emergency Exits		_____
D. Conveyance		
_____ Elevators/Lifts		_____
E. Plumbing		
_____ Distribution/Drainage		_____
_____ Water/Sewer/Rain		_____
_____ Fixtures		_____
F. HVAC/Mechanical		
_____ Heating System(s)		_____
_____ Venting System(s)		_____
_____ Cooling System(s)		_____
G. Fire Protection		
_____ Sprinklers/Alarms		_____
_____ Fire Extinguishers		_____

H. Electrical

- Service and Distribution
- Lighting
- Panels
- Generators

I. Equipment

- Major Pieces for Bus Maintenance
- Major Pieces for Facility Maintenance

J. Site

- Driveways/Aprons/Curbs
- Parking Lots
- Sidewalks/Ramps
- Fences/Walls
- Landscaping

K. Facility Maintenance Plan

- Program Overview
- Facility Inventory
- Preventative Maintenance
- Inspection Reports

Facility Condition Rating

Comments:

Transit Facility Project Manager: _____

(Signature)

(Date)

Asset Condition Rating and Remaining Useful Life

Asset Condition Measurement Example - Table 1

Asset Rating Score	Asset Age	Asset Condition	Asset Performance	Level of Maintenance	Asset Condition Rating	
	Percent of Useful Life Remaining	(Quality, Level of Required Maintenance)	(Reliability, Ambience, Safety)	Level of PM and CM ↕	Rating Description	Scoring range
5	Asset new or nearly new	Asset new or like new; no visible defects	Asset meets or exceeds all performance and reliability metrics, industry standards	Only routine PM needed.	Excellent	4.8 to 5.0
4	Asset just under new or nearly new	Asset showing minimal signs of wear; some slight defects or deterioration	Asset generally meets performance and reliability metrics, industry standards	Good working order; requires infrequent CM (more than 6 months between repairs)	Good	4.0 to 4.7
3	Asset nearing or at its midlife point	Some moderately defective or deteriorated components	Occasional performance and reliability issues; may be sub-standard in some areas	Requires frequent minor CM or infrequent > 6 mos. major CMs	Adequate	3.0 to 3.9
2	Asset nearing or at end of its useful life	Increasing number of defects; deteriorating components; growing maintenance needs	Performance and reliability problems becoming more serious; sub-standard elements	Requires frequent CM (less than 6 months between repairs)	Marginal	2.0 to 2.9
1	Asset is past useful life	Asset in need of replacement; may have critically damaged components	Frequent performance and reliability problems; does not meet industry standards	Continued use present excessive CM costs and potential service interruption	Poor	1.0 to 1.9
0	Asset non-operable	Asset non-operable	Asset non-operable	Asset non-operable	Asset non-operable	

In SGR
>2.5

SGR
2.5

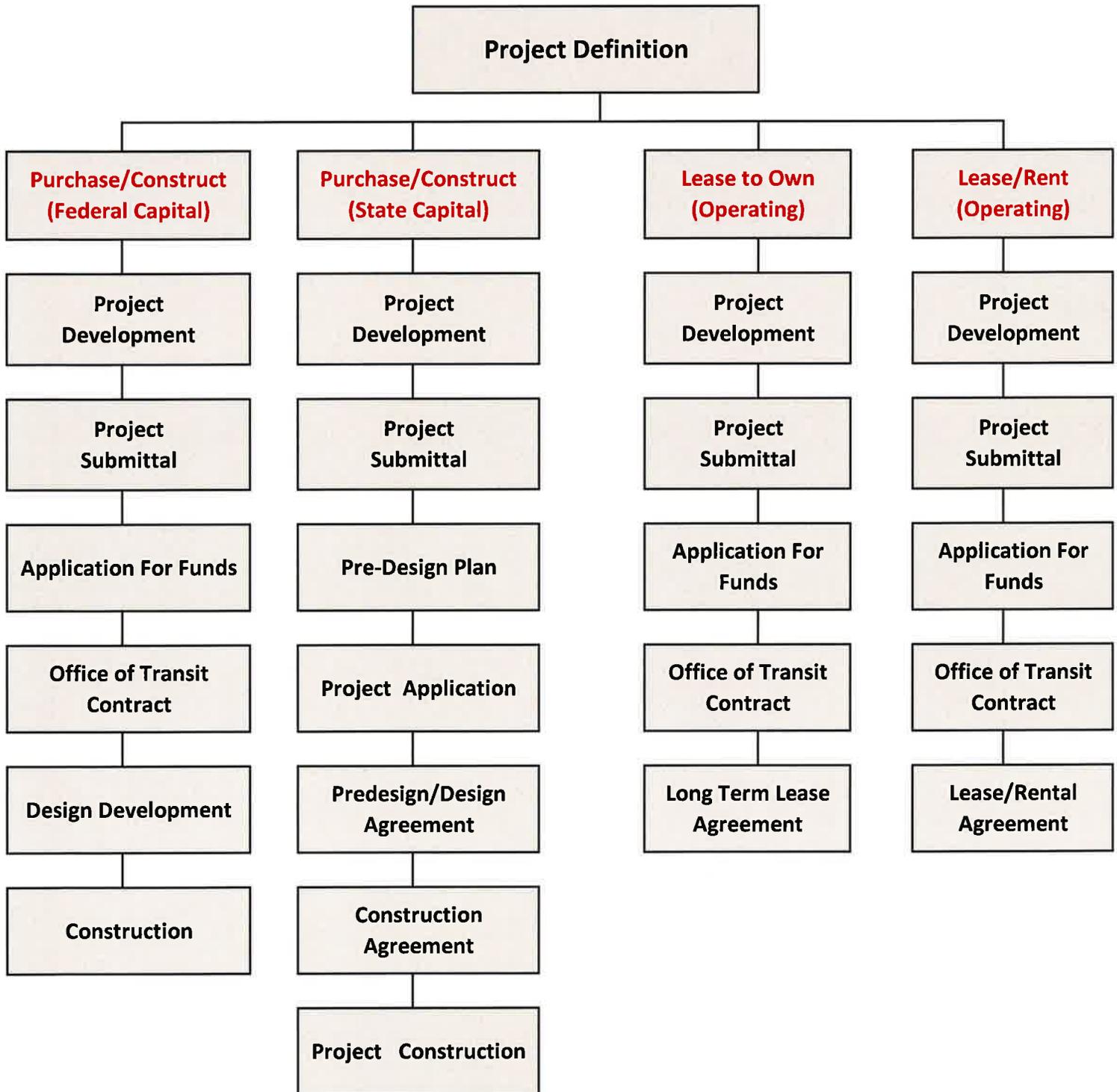
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Appendix F
Facility Application Procedure

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OTAT - FACILITY APPLICATION PROCESS



Project Definition

Project Definition is the initial discussion with local government units (LGU) and other potential coordinating transit systems to document the need for a project. State's Transit Project Manager (TPM) will work with the transit system to screen proposed projects for consideration. This initial phase is used to define which type of project whether constructed, purchased, renovated or Rent/Lease will be pursued.

1.1 Documentation of Need –

The transit system needs to document current conditions to determine the need for a new or renovated facility and provide a description of the proposed project. The transit system must also document how the project improves current conditions such as storage, in-house maintenance, or reducing operational costs.

Documents

1. Project Need and Justification Worksheet (1).

1.2 Initial Meetings –

Once the transit system has documented the need for a new or renovated facility, an initial meeting with its LGU should be held. The goal of this initial meeting is to determine support for the project and investigate partnering opportunities. These initial meeting will also discuss any opportunities for leasing or purchasing an existing facility for renovation, any land available for new construction, or opportunities to share a facility with other transit agencies.

Documents

1. Meeting minutes
2. Letter of Board Approval
3. Formal Resolutions

1.3 Submit Project Definition

Once Documentation of Need and Initial Meetings have been completed, transit system will submit the initial concept documentation to its TPM as a complete package.

1.4 Review and Approval of Project Definition –

The Transit Project Manager will review Worksheet (1) and other submitted documents. The Office of Transit, in conjunction with TPM, determines if the project addresses a documented need. If Office of Transit does not agree with this projects need, transit system will be notified what options may be considered in order to move forward. If in agreement, appropriate funding sources will be determined and notification letter will be sent to the transit system advising to proceed to Project Development.

**Purchase/Construct
(Federal Capital)**

Project Development is more of an involved process than Project Definition. Project Development provides many more details of the project and uncovers any issues early on so there is time to resolve or adjust development of the project. Project Development should result in a facility project that is well thought out, viable and ready for implementation.

Note: The cost to perform the work under Project Development is to be locally funded. Any expenditure during Project Development will not qualify as “Local Match”.

**Project
Development**

2.1 Site Investigation and Selection

The evaluation of potential sites should quickly determine:

- What type and size of building is physically possible on this site, or
- What condition the existing building is in and what potential it has to meet the Transit System’s needs.
- Potential environmental issues.

Working with an architect or registered engineer, the Transit System must develop a conceptual site plan that includes the following:

1. Site boundary.
2. Lot area.
3. Identifications of any unusual conditions.
4. Building location/Zoning/Layout.
5. Existing Development Plans
6. Roadway access.
7. Available utilities.
8. A Phase I Environmental Site Assessment (ESA)

2.2 Conceptual Layout

TPM will confirm that the Transit System will work with an architect or registered engineer to develop a conceptual floorplan layout of the new facility or renovation.

2.3 Conceptual Cost Estimate

TPM will require the Transit System to work with an Architectural/Engineering firm to provide a regional estimated cost of the proposed facility or renovation, including any site work, to determine the appropriate construction funding request. The conceptual cost estimate will include reasonable contingency and professional fees.

TPM will require the system to document operating cost estimates such as:

- Capital Recovery
- Utility costs
- Labor costs.
- Maintenance.
- Support services.

2.4 Cost/Benefit Analysis

1. Vehicle Operating Cost Savings – Worksheet (3)
2. Cost/Benefit Analysis – Worksheet (4)
3. Buy/Lease Comparison – Worksheet (5)

2.5 Procurement Planning

1. Develop Independent Cost Estimate (ICE)

2.6 Concept Approval of LGU

1. Board/Council approval letter

2.7 Support Documentation

1. Transit System “Useful Life” letter – Worksheet (6)
2. Local Match Resolution.
3. Additional Resolutions
4. Project Readiness – Worksheet (7)

2.8 Capital Improvement Plan – 10 Year

- Transit system adds new facility or renovation project to anticipated year of 10 Year Capital Plan.

2.9 Screening

Transit System submits all Project Development phase worksheets and documents to the Transit Project Manager. The TPM reviews the information to confirm all necessary documents have been submitted. Once the Submittal is complete the TPM submits all to MnDOT, including a Project Summary Sheet for evaluation.

**Project
Submittal**

3.1 Review Submitted Projects and Sort by New or Renovation

3.2 Environmental Review

1. MnDOT submits appropriate project documents to FTA for determination of Categorical Exclusion (CE) classification per (FTA 23 CFR 771.118)
2. MnDOT receives FTA Finding of No Significant Impact (FONSI) for project
3. MnDOT receives SHPO concurrence

3.3 Real Estate – *(if purchasing real estate with Federal funds)*

1. Receive approval of FTA Real Estate Acquisition & Relocation (FTA C 5010.1E)

3.4 Organization Support

1. Organization Resolution supporting and agreeing to financial participation

Project Application

- 4.1 MnDOT prioritizes federally funded projects**
- 4.2 Recipient submits Black Cat Facility Application**
- 4.3 MnDOT Develops and submits FTA Grant Application**
- 4.4 MnDOT receives STIP project approval (Inclusion)**
- 4.5 MnDOT completes New Contract Checklist**

MnDOT Contract

- 5.1 Execute MnDOT/Recipient Capital Contract**
 - 1. Federal funded Capital Contract including appropriate and latest federal clauses

Design Development

- 6.1 Develop A&E Proposal – Third Party Contracting**
 - 1. System advertises RFP, with MnDOT approval and Office of Civil Rights (OCR) stated DBE Goal, seeking qualified Architectural Engineer for project Design Development and Construction

Management within a Design/Bid/Build or Design/Build solicitation scenario.

2. Upon approval of Most Qualified Response, Recipient drafts and executes, with MnDOT approval, Third Party contract for project Design Development and Construction Management within a Design/Bid/Build or Design/Build scenario.

6.2 Develop Construction Proposal

1. A&E organization, if a Design/Bid/Build solicitation, advertises with MnDOT approval, Construction IFB.
2. Recipient, if a Design/Build solicitation, advertises, with MnDOT approval, a Design/Build RFP.
3. Conduct Pre-Bid meeting
4. Open construction IFB/RFP to determine apparent Low Bidder or Most Qualified Proposal
5. Following review and OCR Affidavit of Good Faith Effort, MnDOT approves systems execution of Third Party Construction contract
6. System submits complete list of subcontractors to MnDOT and A&E assembles all for Pre-Construction meeting

Construction

7.1 Project Construction

1. As a function of Construction Management, A&E directs construction and conducts monthly progress meetings with Recipient, Prime Contractor and MnDOT
2. Prime Contractor and Recipient submit timely and complete contract required documents to appropriate MnDOT agencies.

Facility Application Checklist

Purchase/Construct (Federal Capital)

ORGANIZATION INFORMATION

Organization:

Address:

Contact Name:

Telephone:

E-Mail Address:

1.0 Project Definition

(X)

<input checked="" type="checkbox"/>	1.1	Project Need & Justification Worksheet (1)	Recipient
<input checked="" type="checkbox"/>	1.2	Meeting Minutes - Board Approval - Resolutions	Recipient
<input checked="" type="checkbox"/>	1.3	Recipient - submit project definition documents for review	Recipient/TPM
<input checked="" type="checkbox"/>	1.4	Determine appropriate funding source(s)	MnDOT
<input checked="" type="checkbox"/>	1.5	MnDOT - review and approve	MnDOT

2.0 Project Development

<input checked="" type="checkbox"/>	2.1	Site Investigation & Selection	Recipient
<input checked="" type="checkbox"/>	2.2	Scope-of-Work	Recipient
<input checked="" type="checkbox"/>	2.3	Conceptual Floorplan Layout	Recipient
<input checked="" type="checkbox"/>	2.4	Conceptual Cost Estimate	Recipient
<input checked="" type="checkbox"/>	2.5	Cost Benefit Analysis	Recipient
<input checked="" type="checkbox"/>	2.6	Procurement Planning Documents	Recipient
<input checked="" type="checkbox"/>	2.7	Local Governmental Unit Concept Approval	Recipient
<input checked="" type="checkbox"/>	2.8	Support Documentation - Application Guidance	Recipient
<input checked="" type="checkbox"/>	2.9	10 Yr. Capital Improvement Plan	Recipient
<input checked="" type="checkbox"/>	2.10	Submission & Review of Project Development Package	Recipient/MnDOT

3.0 Project Submission

3.1	Review & Classify Project	MnDOT
3.2	Environmental Review (NEPA) <u>23 CFR 771.118</u>	MnDOT
3.3	Real Estate Acquisition & Relocation documentation <u>FTA C 5010.1E</u>	Recipient
3.4	Develop organization support documentation	Recipient/TPM

4.0 Application For Funds

4.1	Receive/Approve complete Project Document package	MnDOT
4.2	Prioritize pending Federally funded projects	MnDOT
4.3	Complete Black Cat Facility Application	Recipient
4.4	Request & Receive STIP Approval	MnDOT
4.5	Apply For FTA Grant	MnDOT

5.0 MnDOT Contract

5.1	Complete/Submit New Contract Document (Kick-off)	MnDOT
5.2	Execute Appropriate MnDOT Contract	Recipient/MnDOT

6.0 Design Development

6.1	Develop and advertise (A&E) RFP proposal	Recipient/MnDOT
6.2	Select and approve response	Recipient
6.3	Execute (A&E) Third Party Contract	Recipient/MnDOT
6.4	A&E completes Design Development	Recipient/A&E
6.5	A&E develops and advertises IFB/RFP construction proposal	Recipient/MnDOT
6.6	Conduct Pre-Bid Meeting	Recipient/A&E
6.7	Execute Construction Contract following OCR and MnDOT approval	Recipient/MnDOT
6.8	Conduct Pre-Construction Meeting	Recipient/A&E

7.0 Construction

7.1 A&E directs project construction and conducts monthly progress meetings with Recipient, Prime Contractor and MnDOT.

7.2 Prime Contractor and Recipient submit timely and complete documents to appropriate MnDOT Agencies.

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Appendix G
Rolling Stock Disposition/Transfer Procedure and
Technical Memorandum

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MN Department of Transportation - Office of Transit

VEHICLE DISPOSITION/TRANSFER PROCEDURES

INTRODUCTION

The Minnesota Department of Transportation (MnDOT) Office of Transit retains an interest in all capital assets funded in whole or in part with Federal Transit Administration (FTA) program funds or the State of Minnesota transit assistance programs.

All vehicle disposition/transfer requests will be processed through the Office of Transit's Black Cat Grants Management System. Dispositions/transfers will be directed to the MnDOT Transit Project Manager responsible for the area of the state in which the vehicle is operated. **MnDOT must approve all requests electronically prior to any disposition/transfer activities occurring.**

DISPOSAL

I. Initiating Vehicle Disposition Process

The vehicle disposition process may be initiated when one of the following events has occurred:

- a. Useful life criteria for the vehicle have been met. Criteria are outlined in the Vehicle Classification/Replacement Guidelines (Attachment I) as life years and life miles, or life years ceiling; or
- b. Safe operation of a vehicle is questionable due to excessive wear, corrosion, structural integrity problems, or safety inspection issues; or
- c. Cost of significant body repairs and/or replacement of major drive train components exceeds 50 percent of the fair market value of the vehicle; or
- d. Vehicle has a Condition Rating of 2.0 or less; or
- e. Vehicle no longer meets Recipient's needs; or
- f. Recipient discontinues transit services.

NOTE: A current Vehicle Safety Inspection Form, dated within 60 days of request for disposal of a vehicle, may also be required (Attachment II).

II. Considerations

When Recipient requests a vehicle be disposed, the Vehicle Disposition process must be completed and submitted to the appropriate Transit Project Manager through the Black Cat Grants Management System. The Transit Project Manager will determine if:

- a. Vehicle meets one or more of the conditions outlined in Section I, A through E.
- b. Vehicle can be transferred to another eligible organization.
- c. Vehicle has been properly maintained as indicated by the required reports.

III. Fair Market Value Definitions

In determining fair market value of the vehicle, auxiliary equipment, which is integral to the operation of the vehicle, shall be included. Equipment included with the original purchase, that can be removed

and deployed elsewhere, is not included in the fair market value.

Recipient must obtain a minimum of two appraisals from qualified vehicle appraisers, **one of which must be a bus vendor**. The appraisals must be on company letterhead that indicates the name, address, and organizational affiliation of the appraiser. Copies of the appraisals are to be uploaded into Black Cat Grants Management System as part of each vehicle disposition electronic request.

Fair market value is based on the average of the two appraisals. In the event of a discrepancy of more than 50% between the two values, a third appraisal is required.

IV. MnDOT Relinquishes Interest in the Vehicle

If fair market value of the vehicle is determined to be less than 10% of the original purchase price (excluding removable equipment, taxes and licensing), MnDOT will relinquish its interest in the vehicle. Prior to any disposal activities, Recipient must receive electronic confirmation of the released interest from their Transit Project Manager.

Disposal options include selling the vehicle, retaining the vehicle for other uses, or using the vehicle for parts. Section 5310 Recipients have no conditions imposed upon the use of the proceeds from the sale of a vehicle. Section 5311 Recipients must put the proceeds from the sale into their Public Transit Account. Recipient will submit the actual date of disposition of the vehicle in writing to the Transit Project Manager. Recipient will retain vehicle records for a minimum of six years following the sale of the vehicle, per Minnesota Statutes Section 16C.05, subdivision 5.

MnDOT reserves the right to waive its interest in any vehicle that has reached its minimum useful life. If MnDOT exercises this right, Recipient will be notified in writing that interest in the vehicle is waived. Recipient may continue to use the vehicle for transit purposes. Per Minnesota Statutes Section 16C.05, subdivision 5, Recipient will retain vehicle records for a minimum of six years following the State's waiving its interest in the vehicle.

V. MnDOT Retains Interest in the Disposition of a Vehicle

When fair market value of the vehicle exceeds 10% of the original purchase price, MnDOT retains an interest in the disposition of the vehicle.

If Recipient wishes to free itself from any further obligation to MnDOT's interest in the vehicle, they have the option to purchase the State's proportional interest based on the fair market value. For example, if the vehicle is valued at \$10,000 and MnDOT originally contributed 80% of the purchase price, then Recipient can buy the vehicle for \$8,000. **MnDOT's interest in the vehicle must be purchased before the vehicle can be used in any manner other than that expressly stated in the recipients approved Management Plan.**

Steps for purchasing MnDOT's interest in the vehicle are:

- a. Recipient submits the following in Black Cat Grants Management System to their Transit Project Manager:
 1. Letter requesting approval to purchase MnDOT's interest in vehicle.
 2. History of vehicle maintenance costs.
 3. Electronic Vehicle Disposition/Transfer completion.
 4. Required appraisals.

- b. Transit Project Manager reviews the request.
- c. If approved, Recipient remits to the Commissioner of Transportation a check reflecting the same proportion of the fair market value as MnDOT contributed to the original purchase price of the vehicle.

VI. Selling a Vehicle

A vehicle whose fair market value exceeds 10% of the original purchase price (excluding taxes and licensing) may be sold through a competitive bid process. MnDOT retains the right to refuse all bids that are lower than the fair market value of the vehicle.

Steps for selling a vehicle are:

- a. Recipient submits the following in Black Cats Grant Management System to their Transit Project Manager:
 - 1. Letter requesting approval to sell the vehicle.
 - 2. History of vehicle maintenance costs.
 - 3. Electronic Vehicle Disposition/Transfer completion.
 - 4. Required appraisals.
 - 5. If required by Transit Project Manager, completed Vehicle Safety Inspection Form (Attachment II).
- b. Transit Project Manager reviews the request.
- c. If approved, Recipient advertises for bids. Bidding information can be obtained from Transit Project Manager.
- d. The award is made to the highest responsive bidder provided more than one bid has been received. If only one bid has been received, contact the Transit Project Manager for further instructions.
- e. Section 5311 Recipients must place the proceeds from the sale in their Public Transit Account and may only allocate the proceeds for public transit purposes.
- f. Section 5310 Recipients retain the same percentage of the proceeds as were contributed to the original purchase price of the vehicle. Recipient may retain \$100 or 10% of the sale price, whichever is less, to cover the costs of disposition. The remainder of the proceeds is remitted to the Commissioner of Transportation.

NOTE: If this is a Section 5310 Recipient's only vehicle, Recipient relinquishes the benefits of participation in the Rural Transit Assistance Program once the vehicle is sold.

VII. Trading in a Vehicle

Trading in a vehicle is not an option for any purchase made under the State Cooperative Procurement Process. The only instance in which this option may be exercised is when a Recipient purchases a vehicle outside the State's procurement process. Recipients must confer with their Transit Project Manager and submit the same documents required in Section VI., Item a. If the request to trade in a vehicle is approved, bids received for the replacement vehicle will identify the value of the vehicle to be traded in. Both Recipient's and MnDOT's share of the cost of the new vehicle is proportionately reduced.

TRANSFER

I. Transferring a Primary Vehicle to Back-up Vehicle Status

Occasionally a Recipient may desire to change the status of a vehicle from primary to back-up. MnDOT retains an interest in back-up vehicles until they are officially disposed.

Steps for transferring a vehicle to back-up status are:

- a. Recipient identifies back-up vehicles in Black Cat Grants Management System's semi-annual statistics report.
- b. Transit Project Manager reviews the semi-annual statistics report.

II. Transferring a Vehicle to an Eligible Organization

In certain circumstances, a Recipient may transfer a vehicle to another eligible organization. This does not preclude Recipient from obtaining other vehicles. When a vehicle is transferred from one eligible organization to another, MnDOT retains an interest in the vehicle.

Steps for transferring a vehicle are:

- a. Recipient submits the following in Black Cats Grant Management System to their Transit Project Manager:
 1. Letter requesting approval to transfer the vehicle. The letter explains the desired financial and settlement arrangements for the transfer which may include auxiliary equipment that was part of the original purchase.
 2. History of vehicle maintenance costs.
 3. Electronic Vehicle Disposition/Transfer completion.
 4. Required appraisals.
 5. Required Vehicle Safety Inspection Form (Attachment II).
- b. Transit Project Manager reviews the transfer request materials and determines whether the vehicle has remaining useful life.

IF NO USEFUL LIFE REMAINS, Transit Project Manager approves the transfer (skip to c).

IF USEFUL LIFE REMAINS:

1. MnDOT's Office of Transit prepares and submits an amended program of projects to FTA for the federal grant containing the identified vehicle.
2. If applicable, Transit Project Manager submits a STIP amendment request to the appropriate ATP.
3. If applicable, FTA notifies MnDOT that the amended program of projects is approved.
4. Transit Project Manager approves the transfer.
5. Office of Transit prepares a vehicle contract or contract amendment for organization receiving the transferred vehicle.
- c. The governing body of the transferring Recipient organization submits a resolution approving the transfer to their Transit Project Manager.
- d. The governing body of the receiving organization submits a resolution stating their willingness to accept the vehicle and all obligations to Recipient's Transit Project Manager.

- e. The receiving organization remits to the transferring Recipient organization the same percentage of the vehicle's fair market value as was contributed to the original purchase of the vehicle.

MAJOR INCIDENT

I. Vehicle Involved in a Major Incident

Steps to be taken:

- a. Determine what the fair market value of vehicle would have been prior to the **Major Incident**.
Note: This is the value used to determine 10% of purchase price in Steps c and d.
- b. Determine cost to repair vehicle.
- c. If vehicle is totaled:
 - 1. Fair market value is less than 10% of purchase price – See DISPOSAL Section IV.
 - 2. Fair market value is more than 10% of purchase price – See DISPOSAL Section V.
- d. If vehicle is NOT totaled:
 - 1. Vehicle is repaired.
 - 2. If Recipient elects not to repair vehicle, see DISPOSAL Section V.

Definitions

For the purposes of this document, terms have the following meanings:

RECIPIENT – An organization that receives Federal or State program funding administered through MnDOT's Office of Transit.

ELIGIBLE ORGANIZATION - Is a current recipient of FTA or State program funds. In vehicle transfer situations:

SECTION 5310 VEHICLES – A statewide notice is sent to current Section 5310 vehicle recipients alerting them to the availability of a "transfer" vehicle. If no Section 5310 recipient expresses interest in the "transfer" vehicle, it is offered to Section 5311 (Public Transit) recipients. If no eligible recipient expresses interest, the vehicle may be transferred to a non-recipient organization. In the latter instance, both Recipient and MnDOT receive the same percentage of the vehicle's fair market value as was contributed to the original purchase of the vehicle.

SECTION 5311 (PUBLIC TRANSIT) VEHICLES – A statewide notice is sent to public transit systems that receive Section 5311 (Public Transit) funding to advise them about the availability of a "transfer" vehicle. If no Section 5311 (Public Transit) recipient expresses interest in the "transfer" vehicle, it is offered to Section 5310 recipients. If no eligible recipient expresses interest, the vehicle may be transferred to a non-recipient organization. In the latter instance, both Recipient and MnDOT receive the same percentage of the vehicle's fair market value as was contributed to the original purchase of the vehicle.

INCIDENTS - Are unforeseen collisions, personal casualties, non-arson fires and transit property damage associated with transit agency revenue vehicles. A MAJOR INCIDENT includes, but is not limited to, property damage equal to or exceeding \$25,000.



Minnesota Department of Transportation
 Office of Transit
 395 John Ireland Boulevard, MS 430
 Saint Paul, MN 55155

TRANSIT ALERT

Beginning September 1, 2016

MnDOT Office of Transit and Active Transportation will Dispose and Transfer Vehicles using BlackCat Grants.

This ALERT will provide instructions on how to dispose and transfer vehicles. Vehicle Disposition/Transfer can be initiated by project manager or authorized agent of the transit system.

How to initiate a Disposition/Transfer

Disposition /Transfer is initiated by opening BlackCat Grants, going to the Organization Tab, opening the Vehicle Tab.

- Choose the vehicle you wish to Dispose/Transfer.
- The profile page will open. At the top left, you will see links to Dispose or Transfer.
- Select the link and complete the fields labeled:
 - Justification- (drop down)
 - Method – (drop down) if other, add Narrative
 - Mileage
 - Mileage as of Date
 - Maintenance costs (to date)
 - Market Value – (this is calculated by averaging two cost appraisals)
 - Comments

Note: Funding Program and Cost fields will self-populate if the information is available.

Hit the save Button. Use the save button until the information is ready for submittal.

In the **additional documents section** attach:

- Two appraisals (one must be from a Bus Vendor/ Manufacturer)
- Documents that show extraordinary repairs were made.
- Bus Inspection Certification

Note: The Disposal/Transfer Process can be delayed if required documents are not submitted.

- When information is complete hit submit. This will:
 - Lock the page
 - Notify Project Manager by email
 - Display on the Dashboard Section listed Pending Vehicle Dispositions / Transfers.

Project Manager Responsibility

Upon notification, the project manager will open the disposal / transfer record one of two ways:

- Click on the vehicle on dashboard
- OR
- Go to the organization tab > vehicle tab > choose either disposition or transfer link.

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- After choosing the link:
The [View Link](#) displays the submitted paperwork
The [Vin Link](#) displays the Vehicle Profile.
- Review the information and choose the button for approve or disapprove.

Disapproving the paper work returns information to the Initiating User*.

*([Initiating User](#): anyone initiating the disposal process, typically a Transit System or Project Manager)

Approving the paper work moves information to the Vehicle Procurement Coordinator for review.

Vehicle Procurement Coordinator Responsibility

The Vehicle Procurement Coordinator will review the paperwork and approve or disapprove.

If approved, an email will notify the Transit System, the Project Manager, and, if transfer vehicle, Grant Manager.

If disapproved, an email will notify the project manager to disapprove and instruct the initiator to modify the paperwork.

The project manager will disapprove. An email will notify the initiating user to make modifications and resubmit.

