

# City of Manteca Transit Asset Management Plan

## Juan Portillo, Transit Manager, Accountable Executive

Last modified by Juan Portillo on 26 Dec 24 at 10:39

### Introduction

The City of Manteca provides Manteca Transit, which is a fixed route, dial-a-ride and ADA paratransit service operating solely within the City of Manteca. The City is located in the Central Valley of San Joaquin County. The City serves a population base of 86,000.

### Performance Targets & Measures

Asset Category - Performance Measure	Asset Class	2025 Target
<b>REVENUE VEHICLES</b>		
<b>Age - % of revenue vehicles within a particular asset class that have met or exceeded their Useful Life Benchmark (ULB)</b>	<b>AB - Articulated Bus</b>	N/A
	<b>AO - Automobile</b>	N/A
	<b>BR - Over-the-road Bus</b>	N/A
	<b>BU - Bus</b>	0%
	<b>CU - Cutaway Bus</b>	0%
	<b>DB - Double Decked Bus</b>	N/A
	<b>FB - Ferryboat</b>	N/A
	<b>MB - Mini-bus</b>	N/A
	<b>MV - Mini-van</b>	N/A
	<b>RT - Rubber-tire Vintage Trolley</b>	N/A
	<b>SB - School Bus</b>	N/A
	<b>SV - Sport Utility Vehicle</b>	N/A
	<b>TB - Trolleybus</b>	N/A
	<b>VN - Van</b>	N/A
<b>Custom 1</b>	N/A	
<b>Custom 2</b>	N/A	
<b>Custom 3</b>	N/A	
<b>EQUIPMENT</b>		
<b>Age - % of vehicles that have met or exceeded their Useful Life Benchmark (ULB)</b>	<b>Non Revenue/Service Automobile</b>	0%
	<b>Steel Wheel Vehicles</b>	N/A
	<b>Trucks and other Rubber Tire Vehicles</b>	N/A
	<b>Custom 1</b>	N/A
	<b>Custom 2</b>	N/A
<b>Custom 3</b>	N/A	
<b>FACILITIES</b>		
<b>Condition - % of facilities with a condition rating below 3.0 on the FTA Transit Economic Requirements Model (TERM) Scale</b>	<b>Administration</b>	N/A
	<b>Maintenance</b>	N/A
	<b>Parking Structures</b>	N/A
	<b>Passenger Facilities</b>	0%
	<b>Custom 1</b>	N/A
<b>Custom 2</b>	N/A	
<b>Custom 3</b>	N/A	

## Target Setting Methodology

Our targets have been set by using our bus replacement schedule that includes age, vehicle milage, and then determining the number of vehicles we would need to replace on a yearly basis to continue to provide the same level of service, while operating within FTA guidelines.

## TAM Vision

Manteca City Public Works Transit Division firmly believes that by implementing this Transit Asset Management (TAM), that it will allow Manteca Transit to meet its mission and offer safe, efficient, reliable public transportation to the public.

## TAM and SGR Policy

Transit Division staff has developed this TAM plan to aide in: (1) Assessment of the current condition of capital assets; (2) determine what condition and performance of its assets should be in according to FTA regulations if not currently in a SGR; (3) identify risks including safety risks, in continuing to use the assets if it is not in SGR; (4) deciding how to best balance and prioritize funding (revunues from all funding sources) to improve asset conditions and maintain performance standards within those fiduciary confines.

## TAM Goals and/or Objectives

Goals	Objectives
<b>Replace assets identified in this plan within one year after it has met its useful life</b>	Review transit assets annually.
	Program replacement of transit assets at the minimum one year prior to the anticipated retirement date of the asset.
<b>Reduce overall revenue vehicle breakdowns</b>	Maintain vehicle in safe operating condition. Adhere to a strict preventative maintenance schedule.
	City staff working along with the Transit operator for Capital Project Planning.
<b>Decrease in maintenance costs</b>	Use Warranty Tracker First
	Follow Maintenance Scheduled

## About the TAM Plan

The TAM Plan covers the period of January 1, 2025 to December 30, 2030. This plan is considered a "living" document and it is important to review and revise it annually.

## Roles and Responsibilities

Department/Individual	Role (Title and/or Description)	Subrecipient
Public Works/Juan Portillo	leadership, resources, strategic support, and a	City of Manteca
Public Works/Celine Barber	Administrative Analyst	City of Manteca

## Capital Asset Inventory

Please see Appendix A (Asset Register) for the asset inventory listing.

### Asset Inventory Summary

Asset Category	Total Number	Avg Age	Avg Mileage	Avg Value
<b>Revenue Vehicles</b>	<b>12</b>	<b>4.3</b>	<b>119,093</b>	<b>\$294,941.31</b>
<i>AB - Articulated Bus</i>	0	-	-	-
<i>AO - Automobile</i>	0	-	-	-
<i>BR - Over-the-road Bus</i>	0	-	-	-
<i>BU - Bus</i>	3	1.0	37,312	\$694,870.37
<i>CU - Cutaway Bus</i>	9	5.3	146,353	\$161,631.63
<i>DB - Double Decked Bus</i>	0	-	-	-
<i>FB - Ferryboat</i>	0	-	-	-
<i>MB - Mini-bus</i>	0	-	-	-
<i>MV - Mini-van</i>	0	-	-	-
<i>RT - Rubber-tire Vintage Trolley</i>	0	-	-	-
<i>SB - School Bus</i>	0	-	-	-
<i>SV - Sport Utility Vehicle</i>	0	-	-	-
<i>TB - Trolleybus</i>	0	-	-	-
<i>VN - Van</i>	0	-	-	-
<i>Custom 1</i>	0	-	-	-
<i>Custom 2</i>	0	-	-	-
<i>Custom 3</i>	0	-	-	-
<b>Equipment</b>	<b>1</b>	<b>10.0</b>	<b>16,000</b>	<b>\$35,000.00</b>
<i>Non Revenue/Service Automobile</i>	1	10.0	16,000	\$35,000.00
<i>Steel Wheel Vehicles</i>	0	-	-	-
<i>Trucks and other Rubber Tire Vehicles</i>	0	-	-	-
<i>Custom 1</i>	0	-	-	-
<i>Custom 2</i>	0	-	-	-
<i>Custom 3</i>	0	-	-	-
<b>Facilities</b>	<b>1</b>	<b>11.0</b>	<b>N/A</b>	<b>\$5,000,000.00</b>
<i>Administration</i>	0	-	N/A	-
<i>Maintenance</i>	0	-	N/A	-
<i>Parking Structures</i>	0	-	N/A	-
<i>Passenger Facilities</i>	1	11.0	N/A	\$5,000,000.00
<i>Custom 1</i>	0	-	N/A	-
<i>Custom 2</i>	0	-	N/A	-
<i>Custom 3</i>	0	-	N/A	-

## Condition Assessment

Please see Appendix B (Asset Condition Data) for individual asset condition listing.

### Asset Condition Summary

Asset Category	Total Number	Avg Age	Avg Mileage	Avg TERM Condition	Avg Value	% At or Past ULB
<b>Revenue Vehicles</b>	<b>12</b>	<b>4.3</b>	<b>119,093</b>	<b>N/A</b>	<b>\$294,941.31</b>	<b>0%</b>
<i>AB - Articulated Bus</i>	0	-	-	N/A	-	-
<i>AO - Automobile</i>	0	-	-	N/A	-	-
<i>BR - Over-the-road Bus</i>	0	-	-	N/A	-	-
<i>BU - Bus</i>	3	1.0	37,312	N/A	\$694,870.37	0%
<i>CU - Cutaway Bus</i>	9	5.3	146,353	N/A	\$161,631.63	0%
<i>DB - Double Decked Bus</i>	0	-	-	N/A	-	-
<i>FB - Ferryboat</i>	0	-	-	N/A	-	-
<i>MB - Mini-bus</i>	0	-	-	N/A	-	-
<i>MV - Mini-van</i>	0	-	-	N/A	-	-
<i>RT - Rubber-tire Vintage Trolley</i>	0	-	-	N/A	-	-
<i>SB - School Bus</i>	0	-	-	N/A	-	-
<i>SV - Sport Utility Vehicle</i>	0	-	-	N/A	-	-
<i>TB - Trolleybus</i>	0	-	-	N/A	-	-
<i>VN - Van</i>	0	-	-	N/A	-	-
<i>Custom 1</i>	0	-	-	N/A	-	-
<i>Custom 2</i>	0	-	-	N/A	-	-
<i>Custom 3</i>	0	-	-	N/A	-	-
<b>Equipment</b>	<b>1</b>	<b>10.0</b>	<b>16,000</b>	<b>N/A</b>	<b>\$35,000.00</b>	<b>100%</b>
<i>Non Revenue/Service Automobile</i>	1	10.0	16,000	N/A	\$35,000.00	100%
<i>Steel Wheel Vehicles</i>	0	-	-	N/A	-	-
<i>Trucks and other Rubber Tire Vehicles</i>	0	-	-	N/A	-	-
<i>Custom 1</i>	0	-	-	N/A	-	-
<i>Custom 2</i>	0	-	-	N/A	-	-
<i>Custom 3</i>	0	-	-	N/A	-	-
<b>Facilities</b>	<b>1</b>	<b>11.0</b>	<b>N/A</b>	<b>5.0</b>	<b>\$5,000,000.00</b>	<b>N/A</b>
<i>Administration</i>	0	-	N/A	-	-	N/A
<i>Maintenance</i>	0	-	N/A	-	-	N/A
<i>Parking Structures</i>	0	-	N/A	-	-	N/A
<i>Passenger Facilities</i>	1	11.0	N/A	5.0	\$5,000,000.00	N/A
<i>Custom 1</i>	0	-	N/A	-	-	N/A
<i>Custom 2</i>	0	-	N/A	-	-	N/A
<i>Custom 3</i>	0	-	N/A	-	-	N/A

## Decision Support

### Investment Prioritization

Manteca intends to do on-going investment Prioritization analysis in order to; (1) SAFETY - issues that concern safety or security critical assets or initiatives. This applies to the safety of both riders and employees. (2) COMPLIANCE - Issues that are necessary to fulfill regulatory compliance requirements. (3) MAINTENANCE - Issues for maintenance of existing assets, including State of Good Repair (SGR) projects. (4) ENHANCEMENT - Issues that enhance or expand assets to improve services. The Short Range Transit Plan process will determine the priority of assets that need to be replaced based off the capital plan replacement schedule and financial plan.

### Decision Support Tools

The following tools are used in making investment decisions:

Process/Tool	Brief Description
Spreadsheet through the use of the TAM Plan	Spreadsheet to track and manage assets used by the transit system.
Coordinate Asset Management with Finance Department	Reconcile the asset management spreadsheet with the Finance Department's asset management system to ensure that assets are being tracked.
Bus Replacement Schedule	Spreadsheet forecasting future replacement of revenue vehicles
Manteca Transit Center Facility Maintenance Plan	Facility Maintenance Plan to formalize the goals and objects of facilities maintenance program for the Transit Center and prescribe a schedule for preventive maintenance and related inventory controls.
Electronic Software - Asset Works	Fleet Maintenance Management Solutions, tracking and managing vehicles

### Risk Management

Risk	Mitigation Strategy
Loss of significant amounts of federal funds	Decrease dependence on federal funds for capital
Contractor not maintaining assets properly	Monitor contractor maintenance on assets
Vehicle Repairs	Conduct Preventative Maintenance Inspections on the original equipment manufacturer (OEM) recommended Mileage Basis

### Maintenance Strategy

Asset Category	Asset Class	Maintenance Activity	Frequency	Avg Duration (Hrs)	Cost
Revenue Vehicles	CU - Cutaway Bus	Preventative Maintenance	45 Days or 4,000 miles	2	\$3,500

Equipment	Non Revenue/Service Automobile	Preventative Maintenance	Every 3,000 miles	1	\$500
Facilities	Passenger Facilities	Preventative Maintenance	Every Quarter and proactive response to repairs and modifications	3	\$500
RevenueVehicles	BU - Bus	Preventative Maintenance	45 Days or 4,000 miles	2	\$3,500

### Unplanned Maintenance Approach

Additional funds have been budgeted for facility maintenance. In regard to vehicle maintenance, the contractor is responsible for all vehicle maintenance and rehabilitation as part of their fixed and variable rate. City monitors their performance to ensure assets are being maintained properly. Contractor should review the warranty terms and conditions before considering any repairs. Contractor should establish procedures for recording, tracking and pursuing warranty claims.

### Overhaul Strategy

Asset Category	Asset Class	Overhaul Strategy
RevenueVehicles	CU - Cutaway Bus	These buses do not go through a midlife overhaul. They are replaced at the 7 year or 200,000 mile mark or the ULB. The City will start planning 1 year prior to replace the asset.
Equipment	Non Revenue/Service Automobile	The car does not go through a midlife overhaul. They are replaced at the 10 year or 100,000 mile mark. The City will start planning 1 year prior to replace the asset.
Facilities	Maintenance	The bus parking area is repaved every 10 years.
Facilities	Passenger Facilities	The Transit Center is renovated every 10 years. Cost is about \$200,000 to update and refresh the facility. The bus shelters and bus benches are replaced every 20 years and the cost is about \$25,000.
RevenueVehicles	BU - Bus	These buses do not go through a midlife overhaul. They are replaced at the 12 year or 500,000 mile mark. The City will start planning 1 year prior to replace the asset.

### Disposal Strategy

Asset Category	Asset Class	Disposal Strategy
----------------	-------------	-------------------

Revenue Vehicles	CU - Cutaway Bus	Buses at the end of their useful lives (10 years) of (14 years for GILLIG) are retired according to three options: (i) salvage sale; (ii) ready reserve fleet placement; and (iii) disposal (Auction through Public Surplus). Buses designated for ready reserve fleet placement will be delivered to the storage lot and salvage sale buses will be prepared according the City procedures on the salvage sale or disposal of assets.
Equipment	Non Revenue/Service Automobile	Cars at the end of their useful lives (10 years) are retired according to three options: (i) salvage sale and (ii) disposal.
Facilities	Passenger Facilities	The parking lot is repaved every 10 years.
Facilities	Passenger Facilities	The Transit Center is renovated every 10 years. The bus shelters and bus benches are replaced every 20 years.
Revenue Vehicles	BU - Bus	Buses at the end of their useful lives (12 years for GILLIG) are retired according to three options: (i) salvage sale; (ii) ready reserve fleet placement; and (iii) disposal (Auction through Public Surplus). Buses designated for ready reserve fleet placement will be delivered to the storage lot and salvage sale buses will be prepared according the City procedures on the salvage sale or disposal of assets.

#### Acquisition and Renewal Strategy

Asset Category	Asset Class	Acquisition and Renewal Strategy
Revenue Vehicles	CU - Cutaway Bus	Future bus purchases will transition to heavy duty buses with longer life span and the process will start one year before replacement.
Equipment	Non Revenue/Service Automobile	Future automobile replacement will occur one year before replacement.
Facilities	Passenger Facilities	Planning of repaving of the bus parking area will occur 1 year before the project needs to occur.
Facilities	Passenger Facilities	Planning of bus shelter replacement will occur one year before replacement.

## Investment Prioritization

The list of prioritized investment projects is provided in Appendix C.

## Capital Investment Activity Schedules

Document Name	File Extension
Investment Priorization	Excel

### Appendices

[Appendix A](#)

Asset Register

[Appendix B1](#)

Revenue Vehicle (Rolling Stock) Condition Data

[Appendix B2](#)

Equipment Condition Data

[Appendix B3](#)

Facilities Condition Data

[Appendix C](#)

Proposed Investment Project List

[Appendix D](#)

Fleet Replacement Module Output

Appendix A: Asset Register

Asset Category	Asset Class	Asset Name	Make	Model	Count	ID/Serial No.	Asset Owner	Acquisition Year	Vehicle Mileage	Replacement Cost/Value
Equipment	Non Revenue/Service Automobile	01-1174	Fusion	Ford	1	3FA6POLUXER104187	City of Manteca	2014	16,000	\$35,000.00
Facilities	Passenger Facilities	Manteca Transit Center	N/A	N/A	1	N/A	City of Manteca	2013	N/A	\$5,000,000.00
RevenueVehicles	BU - Bus	15-1182	GILLIG	Low Floor	1	15GGB3111M3197095	City of Manteca	2021	106,906	\$551,758.48
RevenueVehicles	BU - Bus	15-1183	GILLIG	Low Floor	1	15GGE3117R3094570	City of Manteca	2024	2,880	\$766,426.31
RevenueVehicles	BU - Bus	15-1184	GILLIG	Low Floor	1	15GGE3119R3094571	City of Manteca	2024	2,150	\$766,426.31
RevenueVehicles	CU - Cutaway Bus	15-1174	Champion	LF270FP	1	1FDPE4FS8HDC62229	City of Manteca	2018	97,577	\$166,015.39
RevenueVehicles	CU - Cutaway Bus	15-1175	Champion	LF270FP	1	1FDPE4FS4HDC62230	City of Manteca	2018	86,636	\$166,015.39
RevenueVehicles	CU - Cutaway Bus	15-1176	Champion	LF270FP	1	1FDPE4FS6HDC62231	City of Manteca	2018	109,807	\$166,015.39
RevenueVehicles	CU - Cutaway Bus	15-1177	Champion	LF270FP	1	1FDPE4FS8HDC62232	City of Manteca	2018	196,065	\$169,152.70
RevenueVehicles	CU - Cutaway Bus	15-1178	Champion	LF270FP	1	1FDPE4FSXHDC62233	City of Manteca	2018	209,840	\$169,152.70
RevenueVehicles	CU - Cutaway Bus	15-1179	Champion	LF270FP	1	1FDPE4FS1HDC62234	City of Manteca	2018	210,104	\$169,152.70
RevenueVehicles	CU - Cutaway Bus	15-1180	Champion	LF270FP	1	1FDPE4FS3HDC62235	City of Manteca	2018	220,036	\$169,152.70
RevenueVehicles	CU - Cutaway Bus	15-1181	Champion	LF270FP	1	1FDPE4FS5HDC62236	City of Manteca	2018	186,253	\$169,152.70
RevenueVehicles	CU - Cutaway Bus	15-1185	Ford	Transit	1	3FA6POLUXER104187	City of Manteca	2024	859	\$110,875.01

## Appendix B: Asset Condition Data

### B1: Revenue Vehicle Assets

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	Vehicle Mileage	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
RevenueVehicles	BU - Bus	15-1182	1	15GGB3111M3197095	3	106,906	\$551,758.48	14	No
RevenueVehicles	BU - Bus	15-1183	1	15GGE3117R3094570		2,880	\$766,426.31	10	No
RevenueVehicles	BU - Bus	15-1184	1	15GGE3119R3094571		2,150	\$766,426.31	10	No
RevenueVehicles	CU - Cutaway Bus	15-1174	1	1FDFE4FS8HDC62229	6	97,577	\$166,015.39	10	No
RevenueVehicles	CU - Cutaway Bus	15-1175	1	1FDFE4FS4HDC62230	6	86,636	\$166,015.39	10	No
RevenueVehicles	CU - Cutaway Bus	15-1176	1	1FDFE4FS6HDC62231	6	109,807	\$166,015.39	10	No
RevenueVehicles	CU - Cutaway Bus	15-1177	1	1FDFE4FS8HDC62232	6	196,065	\$169,152.70	10	No
RevenueVehicles	CU - Cutaway Bus	15-1178	1	1FDFE4FSXHDC62233	6	209,840	\$169,152.70	10	No
RevenueVehicles	CU - Cutaway Bus	15-1179	1	1FDFE4FS1HDC62234	6	210,104	\$169,152.70	10	No
RevenueVehicles	CU - Cutaway Bus	15-1180	1	1FDFE4FS3HDC62235	6	220,036	\$169,152.70	10	No
RevenueVehicles	CU - Cutaway Bus	15-1181	1	1FDFE4FS5HDC62236	6	186,253	\$169,152.70	10	No
RevenueVehicles	CU - Cutaway Bus	15-1185	1	3FA6POLUXER104187		859	\$110,875.01	8	No

## Appendix B: Asset Condition Data

### B2: Equipment Assets

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	Vehicle Mileage	Replacement Cost/Value	Useful Life Benchmark (Yrs)	Past Useful Life Benchmark
Equipment	Non Revenue/Service Automobile	01-1174	1	3FA6POLUXER104187	10	16,000	\$35,000.00	10	Yes

## Appendix B: Asset Condition Data

### B3: Facilities Assets

Asset Category	Asset Class	Asset Name	Count	ID/Serial No.	Age (Yrs)	TERM Scale Condition	Replacement Cost/Value
Facilities	Passenger Facilities	Manteca Transit Center	1	N/A	11	5	\$5,000,000.00

Appendix C: Proposed Investment Project List

Project Year	Project Name	Asset/Asset Class	Cost	Priority
2025	(3) Cutaway Buses Fixed Route	RevenueVehicles	\$800,000.00	High
2026	(3) Cutaway Buses DAR	RevenueVehicles	\$800,000.00	Medium

Appendix D: Fleet Replacement Module Output

<b>Total in Current Year \$</b>		<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>	
<b>Total in Year of Expenditure \$</b>		<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>	
		<b>2025</b>	<b>2026</b>		<b>2027</b>		<b>2028</b>		<b>2029</b>	
<b>Fleet Type (Year/Make/Model)</b>	<b>Number</b>	<b>Cost in 2024 \$</b>								