



TAM PLAN



Santa Fe Trails/City of Santa Fe Transit Asset Management Plan

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TAM Plan Type:	Tier II
Account Executive Name:	Thomas Martinez
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Table of Content

Chapter 1	TAM Overview	
1.1	TAMP Elements	4
1.2	Agency Overview and Service Area.....	4
1.3	Accountable Executive	4
Chapter 2	Asset Inventory	
2.1	Data Collection/Asset Inventory Summary	5
2.2	Asset Inventory Information	5
2.2.1	Rolling Stock	6
2.2.1	Equipment Inventory	6
2.2.3	Facility Inventory.....	6
Chapter 3	Asset Condition Assessment	
3.1	Asset Condition Assessment Overview	10
3.2	State of Good Repair/SGR.....	10
3.3	Condition Assessment by Asset Category	11
3.3.1	Rolling Stock Condition Assessment.....	11
3.3.2	Equipment Condition Assessment	11
3.3.3	Facilities Condition Assessment	11
3.4	Asset Condition Assessment Results	12
3.4.1	Revenue/Non-Revenue Condition Assessment Results.....	12
3.4.2	Revenue/Non-Revenue State of Good Repair Summary	13
3.4.3	Equipment Condition Assessment Results	17
3.4.4	Facility Condition Assessment Results.....	17
Chapter 4	Decision Support Tool	
4.1	Management Approach to Asset Management	18
4.1.1	Acquisition Strategy (Design/Procurement)	18
4.1.2	Maintenance Strategy	19
4.1.3	Disposal Strategy	19
Chapter 5	Investment Prioritization	
5.1	Investment Prioritization Process	20
5.1.1	Replacement Cost Strategy	20
5.1.2	Capital Budget	20
5.1.3	Revenue/Non-Revenue Replacement Strategy/SGR Strategy	20
5.1.4	Equipment Replacement Prioritization	23
5.1.5	Facility Replacement Prioritization	23
5.2	Asset Replacement Prioritization Summary/Budget.....	23
Chapter 6	Annual Performance	24
Chapter 7	National Transit Database Reporting.....	25
Chapter 8	Plan Updates	25

Table of Contents

Tables

Table 2.1	Asset Inventory Summary.....	5
Table 2.2	Fixed Route Rolling Stock Inventory.....	7
Table 2.3	Paratransit Vehicle Inventory.....	8
Table 2.4	Shuttle Vehicle Inventory.....	8
Table 2.5	Service Vehicle Inventory.....	9
Table 2.6	Facility Inventory.....	9
Table 3.1	FTA TERM Rating Scale.....	10
Table 3.2	Fixed Route Vehicle Condition Assessment.....	14
Table 3.2	Paratransit Vehicle Condition Assessment.....	15
Table 3.4	Shuttle Vehicle Condition Assessment.....	15
Table 3.5	Service Vehicle Condition Assessment.....	16
Table 3.6	Facilities Condition Assessment.....	16
Table 4.1	Decision Support and Capital Asset Investment Planning Process.....	18
Table 5.1	Estimated Replacement Cost by Asset Class.....	20
Table 5.2	Strategy to Achieve SGR for Revenue Vehicle Fleet.....	21
Table 5.3	Strategy to Achieve SGR for Non-Revenue Vehicle Fleet.....	22
Table 5.4	Asset Replacement/Prioritization Five Year Budget.....	23

Appendix

Appendix A	Rolling Stock Inspection Form.....	26
Appendix B	Facility Inspection Form.....	28

CHAPTER ONE TAM OVERVIEW

1.1 TAMP Elements

As a Tier II public transportation provider, the City of Santa Fe operating the Santa Fe Trails Transit has developed and implemented a TAMP containing the following elements:

1. Elements/Overview
2. Asset Inventory
3. Asset Condition
4. Asset Condition Assessment
5. Asset Condition Results
6. Decision Support Tools
7. Investment Prioritization
8. Annual Performance Targets
9. NTD Reporting
10. Plan Updates

This TAM Plan has been developed to document asset management processes, project future performance of assets given expected funding and develop recommendation for transit asset management improvement. This document will cover a horizon period of five years (2022 through 2026) beginning with the completion of this document in March 2022. This TAMP will be amended during this five-year period when there are notable changes to staff, assets, and/or operation of the Santa Fe Trails

1.2 Agency Overview/Service Ares

Transit service operates as a fixed route serving six city routes seven days a week. Four Commuter/College Routes operates weekdays with limited Saturday service. Santa Fe Pick-up Shuttle provides service around Downtown and to Museum Hill and Canyon Road. Connections to the Santa Fe Depot Rail Runner Station are also scheduled. Curb to curb transportation service for persons with disabilities who cannot use the regular service is available. All vehicles in the fleet are wheelchair accessible and all stops provide access for mobility devices.

1.3 Accountable Executive

As part of the TAMP process, each agency must designate an “Accountable Executive.” The role of the Accountable Executive is defined as:

“a single, identifiable person who has the ultimate responsibility for carrying out the safety management system of a public transportation agency; responsibility for carrying out transit asset management practices; and control or direction over the human and capital resources needed to develop and maintain both the agency’s public transportation agency safety plan, in accordance with 49 USC 5329(d) and the agency’s transit asset management plan in accordance with 40 USC 5326.”

The City of Santa Fe has designated Thomas Martinez (or his successor), Transit Division Director, to be the Accountable Executive.

CHAPTER 2: ASSET INVENTORY

Asset inventory is defined as a register of capital assets and information about those assets. The capital assets owned, operated and under direct capital control the City of Santa Fe/Santa Fe Trails includes Rolling Stock, Equipment, and Facilities.

2.1 Data Collection

The staff of Santa Fe Trails completed data collection. Prior to collecting this data, the three components were defined as:

Rolling Stock: All owned and operated revenue service vehicles used in the provision of providing public transportation, and includes vehicles used to primarily transport passengers. The TAM rule also stipulates that any leased vehicles used in the providing of providing public transportation must be inventoried but not part of the condition assessment), but the City of Santa Fe has full ownership of all their vehicles.

Equipment: Equipment evaluated per FTA requirements in this TAMP, in all non-revenue service vehicles regardless of value, and any City of Santa Fe owned equipment with a cost of over \$50,000 in acquisition value. Equipment includes non-revenue service vehicles that are primarily used to support maintenance and repair work for a public transportation system, supervisory work, or with the delivery of material, equipment, or tools. The City of Santa Fe does not utilize or operate any third-party non-revenue service vehicle equipment assets.

Facilities: Facilities are any structure used in providing public transportation where the City of Santa Fe owns and has direct capital responsibility. Facilities utilized, but not necessarily owned by the City of Santa Fe include maintenance, administrative buildings, and passenger station that have an acquisition cost greater than \$50,000.

The data that was collected serves as the framework for developing this TAMP. Table 2.1 summarized this information.

Table 2.1 Asset Inventory Summary

Table 2.1		ASSET INVENTORY SUMMARY		
Asset Category	Total Number	Average Age	Average Mileage	Average Value
Revenue Vehicles	50	10.0	178,114	\$ 207,180
Fixed Route	28	8.0	264,318	\$ 424,486
Paratransit	18	10.1	126,353	\$ 49,185
Shuttle	4	12.0	143,671	\$ 147,868
Non-Revenue/Service Automobile	15	16.15	104,976	\$ 29,257
Non-Revenue Truck	9	16.4	143,606	\$ 36,783
Non-Revenue/Auto	6	15.9	66,346	\$ 21,731
Equipment				
No equipment with a cost over \$50,000 in acquisition value				
Facilities				
Admin/Operations Center	1	22	N/A	N/A

2.2 Asset Inventory Information

Rolling Stock Inventory

Equipment Inventory

Facility Inventory

2.2.1 Rolling Stock Inventory

Rolling stock is City of Santa Fe owned and operated revenue vehicles used in providing of providing public transportation and includes vehicles used to primarily transport passengers. The City of Santa Fe does not utilize or operate and third-party rolling stock. The Rolling Stock Inventory is detailed:

Table 2.2 Fixed Route Vehicle Inventory

Table 2.3 Paratransit Vehicle Inventory

Table 2.4 Shuttle Vehicle Inventory

Table 2.5 Service Vehicle Inventory

2.2.2 Equipment Inventory

Equipment evaluated per FTA requirements in this TAMP is all non-revenue vehicles regardless of value and any City of Santa Fe owned equipment with a cost of over \$50,000 in acquisition value. Equipment includes non-revenue service vehicles that are primarily used to support maintenance and repair work for a public transportation system, supervisory work, or for the delivery of material, equipment, or tools. The City of Santa Fe does not utilize or operate any third-party non-revenue service vehicles or equipment assets.

The City of Santa Fe/Santa Fe Trails does not have any equipment meeting this acquisition value threshold.

2.2.3 Facility Inventory

Facilities are any structure used in providing public transportation where the City of Santa Fe owns and has a direct capital responsibility. Facilities utilized, owned, or operated by the City of Santa Fe for the purposes of public transportation include administrative, passenger and maintenance facilities.

Santa Fe Trails operates out of combined administration and operations center at 2931 Rufina Street. All services including operations, administration, bus storage and fleet maintenance are headquartered in this building. A description of this building is shown in Table 2. 6.

Table 2.2 Fixed Route Vehicle Inventory

Santa Fe Trails Fixed Route Vehicle Roster 2/2022															
Vehicle #	Make	Model	Year	VIN #	Length	Fuel	Seat Cap.	ADA:Lift/ Ramp	Mileage	Status	Service Life	In Service	Month in Service as of 2/2022	Replace Date	Original Cost
801	Eldorado	Easy Rider II	2008	84195	30	CNG	27/14	Ramp	382,704	Active	12/500K	5/1/2008	153	5/1/2022	\$ 376,627
802	Eldorado	Easy Rider II	2008	84197	30	CNG	27/14	Ramp	294,575	Active	12/500K	5/1/2008	153	5/1/2022	\$ 376,627
803	Eldorado	Easy Rider II	2008	84198	30	CNG	27/14	Ramp	387,160	Active	12/500K	5/1/2008	153	5/1/2022	\$ 376,627
806	Eldorado	Easy Rider II	2008	84199	30	CNG	27/14	Ramp	387,273	Active	12/500K	5/1/2008	153	5/1/2022	\$ 376,627
807	Eldorado	Easy Rider II	2011	84103	30	CNG	27/14	Ramp	369,219	Active	12/500K	5/23/2011	129	5/23/2025	\$ 399,947
808	Eldorado	Easy Rider II	2011	84104	30	CNG	27/14	Ramp	313,563	Active	12/500K	5/23/2011	129	5/23/2025	\$ 399,947
809	Eldorado	Easy Rider II	2011	84105	30	CNG	27/14	Ramp	334,158	Active	12/500K	5/23/2011	129	5/23/2025	\$ 399,947
810	Eldorado	Easy Rider II	2011	84106	30	CNG	27/14	Ramp	347,855	Active	12/500K	5/23/2011	129	5/23/2025	\$ 399,947
811	Eldorado	Easy Rider II	2011	84107	30	CNG	27/14	Ramp	331,682	Active	12/500K	6/20/2011	128	6/20/2025	\$ 399,947
812	Eldorado	Easy Rider II	2011	84108	30	CNG	27/14	Ramp	292,824	Active	12/500K	6/15/2011	128	6/15/2025	\$ 399,947
1101	Gillig	29102LFCNG	2011	92262	29	CNG	25/28	Ramp	364,602	Active	12/500K	3/2/2012	119	3/2/2026	\$ 350,000
1102	Gillig	29102LFCNG	2012	92266	29	CNG	25/28	Ramp	323,571	Active	12/500K	5/14/2012	117	5/14/2026	\$ 410,826
1401	Gillig	35102LFCNG	2014	184289	35	CNG	31/32	Ramp	272,635	Active	12/500K	12/24/2014	86	12/24/2028	\$ 462,322
1402	Gillig	35102LFCNG	2014	184290	35	CNG	31/32	Ramp	247,938	Active	12/500K	12/24/2014	86	12/24/2028	\$ 462,322
1403	Gillig	35102LFCNG	2014	184291	35	CNG	31/32	Ramp	258,149	Active	12/500K	12/24/2014	86	12/24/2028	\$ 462,322
1404	Gillig	35102LFCNG	2014	184292	35	CNG	31/32	Ramp	247,499	Active	12/500K	12/24/2014	86	12/24/2028	\$ 462,322
1405	Gillig	Gillig	2014	184293	35	CNG	31/32	Ramp	244,350	Active	12/500K	12/24/2014	86	12/24/2028	\$ 462,322
1501	Gillig	Gillig	2015	184556	35	CNG	31/32	Ramp	241,594	Active	12/500K	12/24/2015	74	12/24/2029	\$ 463,274
1502	Gillig	Gillig	2015	184557	35	CNG	31/32	Ramp	235,165	Active	12/500K	12/24/2015	74	12/24/2029	\$ 463,274
1503	Gillig	Gillig	2015	184558	35	CNG	31/32	Ramp	250,726	Active	12/500K	12/24/2015	74	12/24/2029	\$ 463,274
1504	Gillig	Gillig	2015	184559	35	CNG	31/32	Ramp	239,498	Active	12/500K	12/24/2015	74	12/24/2029	\$ 463,274
1505	Gillig	Gillig	2015	184560	35	CNG	31/32	Ramp	244,377	Active	12/500K	12/24/2015	74	12/24/2029	\$ 463,274
1506	Gillig	Gillig	2015	184561	35	CNG	31/32	Ramp	210,177	Active	12/500K	12/24/2015	74	12/24/2029	\$ 463,274
1507	Gillig	Gillig	2015	184562	35	CNG	31/32	Ramp	226,571	Active	12/500K	12/24/2015	74	12/24/2029	\$ 463,274
1901	Gillig	Gillig	2019	93583	29	CNG	25/28	Ramp	79,145	Active	12/500K	12/7/2019	26	12/7/1933	\$ 416,016
1902	Gillig	Gillig	2019	93584	29	CNG	25/28	Ramp	92,885	Active	12/500K	12/7/2019	26	12/7/1933	\$ 416,016
1903	Gillig	Gillig	2019	93585	29	CNG	25/28	Ramp	91,780	Active	12/500K	12/7/2019	26	12/7/1933	\$ 416,016
1904	Gillig	Gillig	2019	93586	29	CNG	25/28	Ramp	89,222	Active	12/500K	12/7/2019	26	12/7/1933	\$ 416,016

Table 2.3 Paratransit Vehicle Inventory

Santa Fe Trails		Table 2.3		Paratransit Vehicle Roster						2/2022					
Vehicle #	Make	Model	Year	VIN #	LENGTH	Fuel	Seat Cap.	Lift/ Ramp	Mileage	Status	Service Life	In Service	Months in Service	Replace Date	Org. Cost
2132	Honda	Civic	2012	E003055	16	CNG	5	none	129766	Active	5/150K	12/20/2012	110	12/20/2017	\$26,460
2133	Honda	Civic	2012	E003236	16	CNG	5	none	140379	Active	5/150K	12/20/2012	110	12/20/2017	\$26,460
2134	Honda	Civic	2012	E003239	16	CNG	5	none	141255	Active	5/150K	12/20/2012	110	12/20/2017	\$26,460
2135	Honda	Civic	2012	E003447	16	CNG	5	none	148211	Active	5/150K	12/20/2012	110	12/20/2017	\$26,460
2136	VPG	MV-1	2012	100393	17	CNG	4	Ramp	147811	Active	5/150K	2/16/2012	120	2/16/2017	\$53,388
2137	VPG	MV-1	2012	100435	17	CNG	4	Ramp	125492	Active	5/150K	2/16/2012	120	2/16/2017	\$53,388
2138	Ford	VersaShuttle	2011	A02672	21	Unleaded	10	Lift	188971	Active	5/150K	11/15/2011	134	11/15/2016	\$36,274
2139	Ford	VersaShuttle	2011	A02673	21	Unleaded	10	Lift	201221	Active	5/150K	11/15/2011	134	11/15/2016	\$36,274
2146	VPG	MV-1	2012	101233	17	CNG	4	Ramp	159486	Active	5/150	11/20/2013	110	11/20/2018	\$54,950
2147	VPG	MV-1	2012	101546	17	CNG	4	Ramp	188522	Active	5/150	11/20/2013	110	11/20/2018	\$54,950
55679	VPG	MV1	2014	102108	17	CNG	4	Ramp	132905	Active	5/150K	11/20/2014	98	11/20/2022	\$53,388
55680	VPG	MV1	2014	102127	17	CNG	4	Ramp	137208	Active	5/150K	11/20/2014	98	11/20/2022	\$53,388
55681	VPG	MV1	2014	102109	17	CNG	4	Ramp	123975	Active	5/150K	11/20/2014	98	11/20/2022	\$53,388
55682	VPG	MV1	2014	102128	17	CNG	4	Ramp	116812	Active	5/150K	11/20/2014	98	11/20/2022	\$53,388
56415	Ford	Transit	2019	A24501	19	Unleaded	7	Lift	49725	Active	5/150K	7/1/2019	31	7/1/2027	69,178
56416	Ford	Transit	2019	A24502	19	Unleaded	7	Lift	45464	Active	5/150K	7/1/2019	31	7/1/2027	69,178
56417	Ford	Transit	2019	A24503	19	Unleaded	7	Lift	47540	Active	5/150K	7/1/2019	31	7/1/2027	69,178
56418	Ford	Transit	2019	A24504	19	Unleaded	7	Lift	49614	Active	5/150K	7/1/2019	31	7/1/2027	69,178
18								Average	126,353		Average	Years	10.1	Average	\$49,185

Table 2.4 Shuttle Vehicle Inventory

Santa Fe Trails		Table 2.4		Shuttle Vehicle Roster						2/2022					
Vehicle #	Make	Model	Year	VIN #	LENGTH	Fuel	Seat Cap.	ADA Lift/ Ramp	Mileage	Status	Service Life	In Service	Months in Service as of 2/2022	Replace Date	Cost
53983	GMC	HD4500	2008	1GDJG316781200458	24	Diesel	14	none	191,192	Active	5/150K	10/1/2008	156	10/1/2013	
2145	Chevy	4500	2013	1GB6G5BG7D1153038	24	CNG	6	none	131,520	Active	5/150K	10/2/2013	106	10/2/2018	\$147,868
55613	Chevy	4500	2015	1GB6G5BG9F1248235	26	CNG	20	Ramp	125,769	Active	5/150K	10/1/2008	156	10/1/2013	
55614	Chevy	4500	2015	1GB6G5BG3F1247419	24	CNG	14	Ramp	126,204	Active	5/150K	10/1/2008	156	10/1/2013	
4									143,671			Years	12		

Table 2.5 Service Vehicle Inventory

Service Vehicle Roster Table 2.5 2/2022												
Vehicle #	Make	Model	Year	VIN #	LENGTH	Fuel	Mileage	Status	Service Life	In Service	Months in Service as of 2/2022	Cost
Non Revenue Trucks												
9226	International	4700	1997	1HTSCAAM7VH478418	24	Diesel	23506	Active	8	6/1/1997	282	\$59,985
2181	Ford	F-350	2003	1FDWF37F73EA38736	21	Diesel	215200	Active	8	10/1/2002	243	\$28,710
2154	Ford	E350	2004	1FTSS34L74HB48646	21	Unleaded	179465	Active	8	9/29/2004	238	\$30,539
52059	Ford	E350	2004	1FDWF37F73EA88736	21	Unleaded	157632	Active	8	7/1/2004	240	\$32,539
53327	Ford	E350	2006	1FTSS34L06DA50052	21	Unleaded	150797	Active	8	8/2/2006	212	\$32,860
53328	Ford	E350	2006	1FTSS34L76DA92122	21	Unleaded	153782	Active	8	8/22/2006	212	\$32,860
53985	GMC	HD4500	2008	1GDJG316681200628	24	Diesel	144039	Active	10	10/1/2008	148	\$5,231
2182	Ford	F-350	2009	1FDWF37R79EA98177	21	Diesel	110173	Active	8	8/11/2009	157	\$37,343
2183	Ford	F-150	2013	1FTNF1EF7DKD70329	20	Unleaded	157861	Active	8	12/21/2017	37	\$20,977
Non Revenue Automobiles/SUV												
2192	Chevrolet	Blazer	2001	1GNDT13W61K173436	18	Unleaded	144639	Active	8	12/5/2000	253	\$22,592
29997	Chevrolet	Impala	2009	2GIWS57M291318531	16	Unleaded	136402	Active	8	11/1/2009	160	\$21,300
29992	Chevrolet	Impala	2009	2GIWS57M2(1318870	16	Unleaded	70151		8	11/1/2009	160	\$21,300
55087	Ford	Fusion	2014	3fa6p0uuxfr173400	16	Unleaded	16332	Active				
55089	Ford	Fusion	2014	3fa6p0uu2fr185170	16	Unleaded	15431	Active				
55088	Ford	Fusion	2014	3fa6p0uu4fr185171	16	Unleaded	15121	Active				
Trucks	9					Average	143606			Avg. Years	16.4	\$ 36,783
Autos	6					Average	66346			Avg. Years	15.9	\$ 21,761

Table 2.6 Facility Inventory

Table 2.6 Facility Inventory							
Facility Description	Asset Classification	Location	Year Built	Lot Size (Acres)	Building Size (Sq. Ft.)	Owner	Capital Responsibility
Admin/Operations Center	Administration Operations Bus Storage Bus Maintenance	2931 Rufina Street	2000	7.72	6881	City of Santa Fe	100%

CHAPTER THREE ASSET CONDITION ASSESSMENT

3.1 Asset Condition Assessment Overview

The City of Santa Fe assesses the condition of its assets on an annual basis utilizing the FTA TERM (Transit Economic Requirements Model) condition rating assessment scale. (Table 3.1 below) This rating scale assigns a numeric value or rank based on the physical conditions(s) presented by each individual assets through a life cycle. The rating scale is based on number 1.0 to 5.0, with five being new and one being poor. Assets with a rating of 2.0 or higher are in a State of Good Repair. All completed asset inspection forms are kept on file.

Table 3.1 FTA TERM Rating Scale

FTA TERM Rating Scale		
Rank	Category	Description
4.8-5.0	Excellent	New asset; no visible defects.
4.0-4.7	Good	Asset showing minimal signs of wear; some (slightly) defective or deteriorated component(s).
3.0-3.9	Adequate	Asset has reached its mid-life (condition 3.5); some moderately defective or deteriorated component(s).
2.0-2.9	Marginal	Asset reaching or just past the end of its use life; increasing number of defective or deteriorated component(s) and increasing maintenance needs.
1.0-1.9	Poor	Asset is past its useful life and needs immediate repair or replacement may have critically damaged component(s).

3.2 State of Good Repair

State of Good Repair (SGR) is defined as the condition in which a capital asset can operate at a full level of performance. An individual capital asset may operate at a full level of performance regardless of whether other capital assets within a public transportation system are in an SGR. Due to this, each asset is individually conditionally assessed. The SGR policy for the City of Santa Fe has determined that an asset is operating at full level of performance if the asset can answer YES to the questions below:

1. Are the assets able to perform its designed function?
2. Does the asset operate without any known unacceptable safety risk?
3. Does the asset have remaining useful Life (as determined in Chapter 5 of this plan)?

The TAM Final Rule established three performance measures which are a minimum national standard for transit operators. These performance measures are:

- Rolling Stock: The percentage of revenue vehicles (by type) that exceed the useful life benchmark (ULB)
- Equipment: The percentage of non-revenue service vehicles (by type) that exceed the ULB.
- Facilities: The percentage of facilities (by group) that are rated 2.0 or more on the TERM Scale.

The purpose of the City of Santa Fe TAM Plan is to keep our assets in SGR through setting these targets, an optimizing the capital investment plan to achieve these targets. Failure to achieve or maintain an SGR leads to:

- Safety risk for the users of public transit.
- Decreased system reliability, more road calls, and shorter distances between failures
- Higher maintenance costs.
- Lower system performance and eventually lower customer satisfaction.

3.3 Condition Assessment by Asset Category

3.3.1 Rolling Stock Condition Assessment

The TAMP Rolling Stock condition assessments were completed by Santa Fe Trails staff. The TAMP Rolling Stock Condition assessment consists of assigning a condition rating to all rolling stock assets which the City of Santa Fe owns and has direct capital responsibility. Currently, the City of Santa Fe does not operate any third-party rolling stock assets. The Revenue Vehicle Inventory and Condition Assessment Form used to determine condition is attached in Appendix A. Rolling Stock Condition Assessment Tables can be found in Table 3.2 for Fixed Route Vehicles, Table 3.3 for Paratransit Vehicles, Table 3.4 for Shuttle Vehicles and Table 3.5 for Service Vehicles.

3.3.2 Equipment Condition Assessment

The TAMP Equipment condition assessment consist of assigning a TERM physical condition rating to non-revenue service vehicle or non-vehicle equipment with an acquisition value of \$50,000 or more (individual item or group) that are assets owned by the City of Santa Fe with direct capital responsibility.

A condition assessment is not conducted for equipment assets the City of Santa Fe does not own, is owned by a third party, has an acquisition cost below \$50,000 or where there is no direct capital responsibility.

The City of Santa Fe/Santa Fe Trails does not have any equipment meeting this acquisition value threshold.

3.3.3 Facility Condition Assessment

The TAMP Facilities condition assessment consists of assigning a physical condition rating, based on the FTA TERM scale to all facilities the City of Santa Fe owns and has direct capital responsibility. However, for purposes of NTD reporting (Inventory and Condition Submittal), all City of Santa Fe owned, and third party owned facility assets (regardless of direct capital responsibly) are included in the Facility Asset Inventory. Only City of Santa Fe owned facility assets with a direct capital responsibility are assigned a facility asset condition rating.

At the time of this report, the City of Santa Fe owns and operates and has direct capital responsibility for the Santa Fe Trails Administration/Operations Building located at 2931 Rufina Street.

Condition assessment will take place in January of each calendar year. The inspection of major facility components and subcomponents will be conducted by a staff member with results and data reported to the City of Santa Fe Accountable Executive. The Facility Inventory and Condition Assessment Form used to determine condition is attached in Appendix B. The Facilities Condition Assessment is shown in Table 3.6.

3.4 Asset Condition Assessment Results

Results of the Asset Condition Assessment have been summarized by each asset category: Revenue Vehicles, Equipment, and Facilities.

3.4.1 Revenue/Non-Revenue Vehicle Condition Assessment Results

To determine the revenue vehicle condition, the City of Santa Fe is using a three factor score to determine the total vehicle condition based on the condition, age, and mileage of the asset. The data generated by these three factors is shown in Table 3.2 for Fixed Route Vehicles, Table 3.3 for Paratransit Vehicles, Table 3.4 for Shuttle Vehicles, and Table 3.5 for Service Vehicles.

- **Condition:** The condition score is the most subjective of the three benchmarks but is still useful in providing a full picture of the assets overall condition. The target for condition evaluation is 80% with a condition rating of 2 or higher. According to the Condition Assessments in Tables 3.2 to 3.5 only the Fixed Route Vehicle fleet meets this target. Both the Paratransit and Shuttle fleet fall below this benchmark. Non-revenue vehicle numbers are difficult to evaluate as 8 of the 9 trucks and 3 of the 6 automobiles are over 10 years.

	Revenue			Non-Revenue	
Condition Rating	Fixed Route	Para	Shuttle	Truck	Auto
2 or higher	86%	22%	50%	22%	50%
1	14%	78%	50%	78%	50%

- **Age:** The age benchmark is determined by evaluating the number of years the vehicle has been in service versus the Useful Life Benchmark (ULB) for the asset class. The Age Score will be developed based off the ULB using the percentages of life of the asset used.

Age Condition Assessment Scoring Ratios	
Percentage of UL Used	Score
0.0% to 25.0%	5
25.1% to 50.0%	4
50.1% to 75.0%	3
75.1% to 100.0%	2
Over 100.1%	1

The target for an age evaluation is 80% of the asset class with remaining useful life. According to the Condition Assessments in Tables 3.2 to 3.5, The Fixed Route and Shuttle fleet currently meets this benchmark. The Paratransit and Non-Revenue fleet fall below this benchmark.

Age Useful Life	Revenue			Non-Revenue	
UL Rating Summary	Fixed Route	Para	Shuttle	Truck	Auto
With Remaining UL	100%	7.9%	75%	11%	0%
With No Remaining UL	0%	92%	25%	89%	100%

- **Mileage:** The mileage benchmark is determined by each asset classes useful like based on general life expectancy and the specific use that the City of Santa Fe has for the lifecycle of the asset. The mileage score will be developed based off the ULB using the percentages of like of the asset used.

Mileage Condition Assessment Scoring Ratios	
Percentage of UL Used	Score
0.0% to 25.0%	5
25.1% to 50.0%	4
50.1% to 75.0%	3
75.1% to 100.0%	2
Over 100.1%	1

The target for mileage evaluation is 80% of the asset class with remaining useful mileage. According to the Condition Assessments in Tables 3.2 to 3.5, the Fixed Route and Shuttle fleet currently meets this benchmark. Both the Paratransit and Non-Revenue fleet fall below this benchmark.

Mileage Useful Life	Revenue			Non-Revenue	
Mileage Rating Summary	Fixed Route	Para	Shuttle	Truck	Auto
With Remaining UL	100%	8%	75%	0%	67%
With No Remaining UL	0%	92%	25%	100%	33%

- **Cumulative** The condition, age, and mileage scores based on the five-point TERM Scale will be averaged to determine a cumulative score for each asset. The target for the cumulative score is 80% of the asset class with a score 2 or higher (max score of 5).

Cumulative Rating	Revenue			Non-Revenue	
Condition + Age UL + Mileage UL	Fixed Route	Para	Shuttle	Truck	Auto
2 or higher	89%	14%	50%	11%	50%
1	11%	86%	50%	89%	50%
Number of Vehicles	28	18	4	8	6
% of Vehicles	44%	28%	6%	13%	9%

In summary, the Santa Fe Trails is in a State of Good Repair for the primary fleet providing Fixed Route service. Both the Paratransit and Shuttle vehicles are overdue for replacement. The Non-Revenue Vehicle fleet is burdened with a disproportionate number of older vehicles.

Table 3.2 Fixed Route Vehicle Condition Assessment

Santa Fe Trails Fixed Route Vehicle Cumulative Condition, Age and Mileage Scores 2/2022														
Vehicle #	Make	Model	TERM Condition Rating	Year	UL Years	In Service	Month in Service as of 2/2022	UL Years %	UL Age Condition Rating	Mileage	UL Mileage	UL Miles%	UL Mileage Condition Rating	Cumulative Condition Rating
801	Eldorado	Easy Rider II	1	2008	14	5/1/2008	153	91%	2	382,704	500,000	77%	2	1.7
802	Eldorado	Easy Rider II	1	2008	14	5/1/2008	153	91%	2	294,575	500,000	59%	3	2.0
803	Eldorado	Easy Rider II	1	2008	14	5/1/2008	153	91%	2	387,160	500,000	77%	2	1.7
806	Eldorado	Easy Rider II	1	2008	14	5/1/2008	153	91%	2	387,273	500,000	77%	2	1.7
807	Eldorado	Easy Rider II	2	2011	14	5/23/2011	129	77%	2	369,219	500,000	74%	3	2.3
808	Eldorado	Easy Rider II	2	2011	14	5/23/2011	129	77%	2	313,563	500,000	63%	3	2.3
809	Eldorado	Easy Rider II	2	2011	14	5/23/2011	129	77%	2	334,158	500,000	67%	3	2.3
810	Eldorado	Easy Rider II	2	2011	14	5/23/2011	129	77%	2	347,855	500,000	70%	3	2.3
811	Eldorado	Easy Rider II	2	2011	14	6/20/2011	128	76%	2	331,682	500,000	66%	3	2.3
812	Eldorado	Easy Rider II	2	2011	14	6/15/2011	128	76%	2	292,824	500,000	59%	3	2.3
1101	Gillig	29102LFCNG	2	2011	14	3/2/2012	119	71%	3	364,602	500,000	73%	2	2.3
1102	Gillig	29102LFCNG	2	2012	14	5/14/2012	117	70%	3	323,571	500,000	65%	3	2.7
1401	Gillig	35102LFCNG	4	2014	14	12/24/2014	86	51%	3	272,635	500,000	55%	3	3.3
1402	Gillig	35102LFCNG	4	2014	14	12/24/2014	86	51%	3	247,938	500,000	50%	4	3.7
1403	Gillig	35102LFCNG	4	2014	14	12/24/2014	86	51%	3	258,149	500,000	52%	3	3.3
1404	Gillig	35102LFCNG	4	2014	14	12/24/2014	86	51%	3	247,499	500,000	49%	4	3.7
1405	Gillig	Gillig	4	2014	14	12/24/2014	86	51%	3	244,350	500,000	49%	4	3.7
1501	Gillig	Gillig	4	2015	14	12/24/2015	74	44%	4	241,594	500,000	48%	4	4.0
1502	Gillig	Gillig	4	2015	14	12/24/2015	74	44%	4	235,165	500,000	47%	4	4.0
1503	Gillig	Gillig	4	2015	14	12/24/2015	74	44%	4	250,726	500,000	50%	4	4.0
1504	Gillig	Gillig	4	2015	14	12/24/2015	74	44%	4	239,498	500,000	48%	4	4.0
1505	Gillig	Gillig	4	2015	14	12/24/2015	74	44%	4	244,377	500,000	49%	4	4.0
1506	Gillig	Gillig	4	2015	14	12/24/2015	74	44%	4	210,177	500,000	42%	4	4.0
1507	Gillig	Gillig	4	2015	14	12/24/2015	74	44%	4	226,571	500,000	45%	4	4.0
1901	Gillig	Gillig	5	2019	14	12/7/2019	26	15%	5	79,145	500,000	16%	1	3.7
1902	Gillig	Gillig	5	2019	14	12/7/2019	26	15%	5	92,885	500,000	19%	1	3.7
1903	Gillig	Gillig	5	2019	14	12/7/2019	26	15%	5	91,780	500,000	18%	1	3.7
1904	Gillig	Gillig	5	2019	14	12/7/2019	26	15%	5	89,222	500,000	18%	1	3.7
28	Average		3.1						3.2					3.1

Table 3.3 Paratransit Vehicle Condition Assessment

Santa Fe Trails			Paratransit Vehicle Cumulative Condition, Age and Mileage Scores										2/2022	
Vehicle #	Make	Model	TERM Condition Rating	Year	UL Years	In Service	Month in Service as of 2/2022	UL Years %	UL Age Condition Rating	Mileage	UL Mileage	UL Miles%	UL Mileage Condition Rating	Cumulative Condition Rating
2132	Honda	Civic	1	2012	8	12/20/2012	110	115%	1	129766	100,000	130%	1	1.0
2133	Honda	Civic	1	2012	8	12/20/2012	110	115%	1	140379	100,000	140%	1	1.0
2134	Honda	Civic	1	2012	8	12/20/2012	110	115%	1	141255	100,000	141%	1	1.0
2135	Honda	Civic	1	2012	8	12/20/2012	110	115%	1	148211	100,000	148%	1	1.0
2136	VPG	MV-1	1	2012	8	2/16/2012	120	125%	1	147811	100,000	148%	1	1.0
2137	VPG	MV-1	1	2012	8	2/16/2012	120	125%	1	125492	100,000	125%	1	1.0
2138	Ford	VersaShuttle	1	2011	8	11/15/2011	134	140%	1	188971	100,000	189%	1	1.0
2139	Ford	VersaShuttle	1	2011	8	11/15/2011	134	140%	1	201221	100,000	201%	1	1.0
2146	VPG	MV-1	1	2012	8	11/20/2012	110	115%	1	159486	100,000	159%	1	1.0
2147	VPG	MV-1	1	2012	8	11/20/2013	110	115%	1	188522	100,000	189%	1	1.0
55679	VPG	MV1	1	2014	8	11/20/2014	98	102%	1	132905	100,000	133%	1	1.0
55680	VPG	MV1	1	2014	8	11/20/2014	98	102%	1	137208	100,000	137%	1	1.0
55681	VPG	MV1	1	2014	8	11/20/2014	98	102%	1	123975	100,000	124%	1	1.0
55682	VPG	MV1	1	2014	8	11/20/2014	98	102%	1	116812	100,000	117%	1	1.0
56415	Ford	Transit	4	2019	8	7/1/2019	31	32%	4	49725	100,000	50%	4	4.0
56416	Ford	Transit	4	2019	8	7/1/2019	31	32%	4	45464	100,000	45%	4	4.0
56417	Ford	Transit	4	2019	8	7/1/2019	31	32%	4	47540	100,000	48%	4	4.0
56418	Ford	Transit	4	2019	8	7/1/2019	31	32%	4	49614	100,000	50%	4	4.0
18	Average		1.7						1.7				1.7	1.7

Table 3.4 Shuttle Vehicle Condition Assessment

Santa Fe Trails			Shuttle Vehicle Cumulative Condition, Age and Mileage Scores										2/2022	
Vehicle #	Make	Model	TERM Condition Rating	Year	UL Years	In Service	Month in Service as of 2/2022	UL Years %	UL Age Condition Rating	Mileage	UL Mileage	UL Miles%	UL Mileage Condition Rating	Cumulative Condition Rating
53983	GMC	HD4500	1	2008	10	10/1/2008	156	130%	1	191192	150,000	127%	1	1.0
2145	Chevy	4500	1	2013	10	10/2/2013	106	88%	2	131520	150,000	88%	2	1.7
55613	Chevy	4500	2	2015	10	10/1/2015	82	68%	3	125769	150,000	84%	2	2.3
55614	Chevy	4500	2	2015	10	10/1/2015	82	68%	3	126204	150,000	84%	2	2.3
4	Average		1.5						2.25				1.75	1.8

Table 3.5 Non-Revenue Vehicle Condition Assessment

Santa Fe Trails			Service Vehicle Cumulative Condition, Age and Mileage Scores									2/2022		
Vehicle #	Make	Model	TERM Condition Rating	Year	UL Years	In Service	Month in Service as of 2/2022	UL Years %	UL Age Condition Rating	Mileage	UL Mileage	UL Miles%	UL Mileage Condition Rating	Cumulativ e Condition Rating
Non Revenue Trucks														
9226	Intl.	4700	3	1997	8	6/1/1997	282	328%	1	223506	100,000	224%	1	1.7
2181	Ford	F-350	1	2003	8	10/1/2002	243	283%	1	215200	100,000	215%	1	1.0
2154	Ford	E350	1	2004	8	9/29/2004	238	277%	1	179465	100,000	179%	1	1.0
52059	Ford	E350	1	2004	8	7/1/2004	240	279%	1	157632	100,000	158%	1	1.0
53327	Ford	E350	1	2006	8	8/2/2006	212	247%	1	150797	100,000	151%	1	1.0
53328	Ford	E350	1	2006	8	8/22/2006	212	247%	1	153782	100,000	154%	1	1.0
53985	GMC	HD4500	1	2008	8	10/1/2008	148	172%	1	144039	100,000	144%	1	1.0
2182	Ford	F-350	1	2009	8	8/11/2009	157	183%	1	110173	100,000	110%	1	1.0
2183	Ford	F-150	3	2013	8	12/21/2017	37	43%	4	157861	100,000	158%	1	2.7
9	Average		1.4						1.3				1	1.3
Non-Revenue Autos														
2192	Chevrolet	Blazer	1	2001	8	12/5/2000	253	294%	1	144639	100,000	145%	1	1.0
29997	Chevrolet	Impala	1	2009	8	11/1/2009	157	183%	1	136402	100,000	136%	1	1.0
29992	Chevrolet	Impala	1	2009	8	11/1/2009	157	183%	1	70151	100,000	70%	3	1.7
55087	Ford	Fusion	4	2014	8	11/1/2014	97	113%	1	16332	100,000	16%	5	3.3
55089	Ford	Fusion	4	2014	8	11/1/2014	97	113%	1	15431	100,000	15%	5	3.3
55088	Ford	Fusion	4	2014	8	11/1/2014	97	113%	1	15121	100,000	15%	5	3.3
6	Average		2.5						1.0				3.3	2.3

Table 3.6 Facility Condition Assessment

Facility Description	Asset Classification	Location	Year Built	Lot Size (Acres)	Building Size (Sq. Ft.)	Owner	Capital Responsibility	Condition Rating
Admin/Operations Center	Administration Operations Bus Storage Bus Maintenance	2931 Rufina Street	2000	7.72	6881	City of Santa Fe	100%	3

3.4.3 Equipment Condition Assessment Results

Equipment evaluated per FTA requirements in this TAMP, is all non-revenue service vehicles regardless of value and any City of Santa Fe owned equipment with a cost of over \$50,000 in acquisition value. Equipment includes non-revenue service vehicles that are primarily used to support maintenance and repair work for a public transportation system, supervisory work. Or for the delivery of materials, equipment, or tools.

The City of Santa Fe/Santa Fe Trails does not own any equipment asset item (single item or group) with the cost at or over \$50,000 in acquisition value.

3.4.4 Facility Condition Assessment Results

The Facility Condition Assessment has been completed with the Rufina Street Administration/Operations Center rated as 3 using the State of Good Repair TERM Rating Scale. The Facility has reached its mid-life with some moderately deteriorated components.

CHAPTER 4 DECISION SUPPORT TOOLS

Chapter 4 and 5 are connected and detail the process and tools the Santa Fe Trails staff will use to manage the lifecycle planning of capital transportation assets. City of Santa Fe staff that will participate include Finance, Public Works, and other executive departments to incorporate a variety of management practices, policies, and technology to manage, maintain, and plan throughout the life cycle of the asset. Table 4.1 summarizes the proposed Decision Support and Capital Asset Investment Planning Process

Table 4.1 Decision Support and Capital Asset Investment Planning Process.

Step	Process Description
1	Annual management meeting to review asset performance and set goals
2	Development or update of department policies, procedures, and SOPs
3	Creation or update Operations, Facility, Equipment Plans, Procurement Manual, Fleet Maintenance Plan, TAMP and Financial Capital Plan
4	Data collection, analysis, and review
5	Update, record, and report data to NMDOT (as requested), NTD, and TAMP
6	Department meetings to assess assets and transit capital investment needs based on: Safety deficiencies, Ada accessibility, agency capacity, rider demand, maintenance needs/costs, data, and available funding.
7	Develop or update asset Improvement Priority list of Projects and Programs. Confirm placement in TIP/STIP
8	Contract advertising – RFP (Bid) and Award Process
9	Project /Program implementation and monitoring

Important tools in this process will include the Facility Maintenance Plan, Fleet Management and Maintenance Plan, this TAM Plan, and other relevant FTA Regulatory Guidance.

4.1 Management Approach to Asset Management

The primary management approach utilized to maintain a State of Good Repair (SGR) is risk mitigation. This management approach tracks the assets life cycle from a maintenance, safety, and accessibility perspective.

Throughout each asset's life cycle, the Santa Fe Trails staff will monitor all assets for unsafe and inaccessible conditions. However, identifying an opportunity to improve the safety of an asset does not necessarily indicate an unsafe condition. This risk management philosophy is an initiative-taking approach to identify future projects and ranking preventative projects with better return on investment. Policies and procedures to mitigate risk are included in the documents presented in this section.

4.1.1 Acquisition Strategy (Design/Procurement)

The Accountable Executive will initial the interdepartmental cooperation based on the replacement and improvement needs of the vehicles, equipment, and facilities. Based on current opportunities, purchase may be made utilizing the NMDOT state contracts, other piggybacking opportunities, or dealer options. All procurements will be following specifications/regulatory requirements. The procurement process will follow Procurement Policies and be reviewed by appropriate City of Santa Fe Purchasing/Finance Department.

4.1.2 Maintenance Strategy

To ensure that all vehicles are safely maintained in fully operation manner providing the safe and reliable service to the visitor and citizens of Santa Fe. Santa Fe Trails Staff use the following procedures:

- Driver Vehicle Condition Report (completed daily prior to service)
- Van Service Vehicle Condition Report (completed daily prior to service)
- A/B/C/D Inspection Sheet: Revenue Service CNG Vehicles
- AB/C/D Inspection Sheet: ADA Passenger Vans
- A/B/C/D Inspection Sheet: Supervisory and Maintenance Vehicles
- Facilities Maintenance Section: Preventive Maintenance Schedule

In addition, the Santa Fe Trails Maintenance Plan (updated December 2016) addressed the following procedures:

- Parts Requisition Procedures
- Work Order Procedures
- Inspection Sheet Procedures
- Daily Vehicle Condition Report (DVCR) Procedures
- Maintenance Office White Board (consistent, available communication source)
- Shop Whites Board (consistent, available communication source)
- Vehicle Fluid Inspection Log
- Daily Fleet Log
- Daily Fare Box Probe Log
- Paperwork Processing Schedule
- Additional Paperwork Monthly
- Additional Paperwork Yearly
- Fleet Controller/Parts Controller Computer Program
- Maintenance Department File Room Security

All documents to support the Santa Fe Trails Maintenance Strategy are available on request.

Santa Fe Trails participates in all manufacturer Warranty programs. Bus manufacturers will be responsible for repairing fleet defects and major repairs when there is no local representative to perform the work. General repairs while the vehicle is under warranty will be performed by Fleet Service personnel. Reimbursement shall be applied for per the bid specification or agreement with suppliers.

4.1.2 Disposal Strategy

Vehicles will be disposed of according to the replacement priority in this TAMP. Once a vehicle has reached the useful life in age and/or mileage and has a cumulative score below 2.0 a vehicle will be eligible for replacement and disposition. Because of management changes and the restrictions of two years due to the COVID pandemic, there have been no disposals for the past three years. Therefore, the disposition of vehicles outside of the Useful Life/Mileage parameters will be accelerated for 2022, 2023, and 2024.

CHAPTER 5 INVESTMENT PRIORITIZATION

This section details the investment prioritization based on the results from the condition assessment and State of good Repair benchmarks. An initial investment prioritization shows the capital investment that will take place over the next five years, 2022 and 2026.

5.1 Investment Prioritization Process

The investment prioritization will determine what capital investments are needed and when they are to achieve/maintain a State of Good Repair for vehicles and facilities.

5.1.1 Replacement Cost Summary

A current estimate of replacement costs for each asset class has been determined.

Table 5.1 Estimated Replacement Costs by Asset Class

Asset Class	FTA Age ULB	FTA Mileage ULB	Replacement Cost
Bus	14 Year	500,000	600,000
Paratransit	8	100,000	68,000

These estimated Replacement Costs will be used to determine investment prioritization.

5.1.2 Capital Budget

Santa Fe Trails will use funds received in the most efficient manner to maintain and improve the safe operation of our system. Over the past three years the average capital budget for vehicles has been:

2019	\$273,314	
2020	\$ 0	(COVID Pandemic Disruption)
2021	\$ 0	(COVID Pandemic Disruption)

In the development of this plan, the current estimated need to bring the fleet into a State of Good Repair is to replace one bus and two paratransit vehicles for three years, 2022-2024, for at a cost of \$736,000 annually.

The Santa Trails receives funds from Section 5307, 5339, and 5310 with local match coming from City of Santa Fe General Funds and farebox recovery.

5.1.3 Revenue/Non-Revenue Vehicle Replacement Prioritization/SGR Strategy

In order to reach a State of Good Repair by 2024, the Santa Fe Trails will adopt the following replacement strategies for the Revenue Vehicle Fleet. Table 5.2 summarized the vehicle prioritization.

- The Fixed Route and Shuttle fleet will be combined to minimize vehicle maintenance issues/parts supplies.
- Funding for one 28 passenger Gillig CNG and two 7 passenger Ford Transit paratransit vehicles will be requested from FTA Capital Grant programs each year for three years.
- The fleet size will be reduced from 50 to 47 vehicle over the three-year period.

Table 5.2 Strategy to Achieve SGR for Revenue Vehicle Fleet

Current Santa Fe Trails Vehicle Fleet SGR Rating								
Cumulative Rating		Revenue						
Condition + Age UL + Mileage UL	Fixed Route	SGR = Over 80%	Para	SGR = Over 80%	Shuttle			
2 or higher	25	78%	3	18%	2	50%	30	60%
1	3	9%	15	88%	2	50%	20	40%
Number of Vehicles	28		18		4		50	
% of Vehicles	56%		36%		8%			
2022: Strategy to Attain SGR								
Combine Fixed and Shuttle Fleet								
Dispose of 1 Fixed Route 2008 Vehicle, 3 Paratransit 2012 Vehicles Rated 1								
Purchase 1 Fixed route Gillig, Purchase 2 Ford Transit								
Cumulative Rating		Revenue						
Condition + Age UL + Mileage UL	Fixed Route	SGR = Over 80%	Para	SGR = Over 80%	Total	SGR = Over 80%		
2 or higher	28	88%	5	29%	33	67%		
1	4	13%	12	71%	16	33%		
Number of Vehicles	32		17		49			
% of Vehicles	65%		35%					
2023: Strategy to Attain SGR								
Dispose of 1 Fixed Route 2008 Vehicle, 3 Paratransit 2012 Vehicles Rated 1								
Purchase 1 Fixed route Gillig, Purchase 2 Ford Transit								
Cumulative Rating		Revenue						
Condition + Age UL + Mileage UL	Fixed Route	SGR = Over 80%	Para	SGR = Over 80%	Total	SGR = Over 80%		
2 or higher	29	91%	7	41%	36	75%		
1	3	9%	9	53%	12	25%		
Number of Vehicles	32		16		48			
% of Vehicles	67%		33%					
2024: Strategy to Attain SGR								
Dispose of 1 Fixed Route 2008 Vehicle, 3 Paratransit 2012 Vehicles Rated 1								
Purchase 1 Fixed route Gillig, Purchase 2 Ford Transit								
Cumulative Rating		Revenue						
Condition + Age UL + Mileage UL	Fixed Route	SGR = Over 80%	Para	SGR = Over 80%	Total	SGR = Over 80%		
2 or higher	30	94%	9	53%	39	83%		
1	2	6%	6	35%	8	17%		
Number of Vehicles	32		15		47			
% of Vehicles	68%		32%					

5.1.4 Non-Revenue Vehicle Replacement Prioritization

The Non-Revenue Vehicle Fleet, like the Revenue Vehicle Fleet has not had an active disposal plan over the past three years due to management changes and the restrictions of COVID pandemic. In order to move toward a State of Good Repair for these vehicles, a replacement/disposal strategy has been developed and is summarized in Table 5.3.

Table 5.3

Strategy to Achieve SGR for Non-Revenue Vehicle Fleet				
Target is Over 80% of Fleet in SGR				
	Non-Revenue			% SGR
Condition + Age UL + Mileage UL	Truck	Auto	Total	
2 or higher	2	3	5	33%
1	7	3	10	67%
Number of Vehicles	9	6	15	
2022: Strategy to Attain SGR				
Dispose of 2 Truck +2 Auto Rated 1				
	Non-Revenue			% SGR
Condition + Age UL + Mileage UL	Truck	Auto	Total	
2 or higher	2	3	5	42%
1	5	2	7	58%
Number of Vehicles	7	5	12	
2023: Strategy to Attain SGR				
Dispose of 2 Truck +2 Auto Rated 1				
	Non-Revenue			% SGR
Condition + Age UL + Mileage UL	Truck	Auto	Total	
2 or higher	2	3	5	63%
1	3	0	3	38%
Number of Vehicles	5	3	8	
2024: Strategy to Attain SGR				
Dispose of 1 Truck; Purchase 1 Auto				
	Non-Revenue			% SGR
Condition + Age UL + Mileage UL	Truck	Auto	Total	
2 or higher	2	4	6	75%
1	2	0	2	25%
Number of Vehicles	4	4	8	

5.1.5 Equipment Replacement Prioritization

The City of Santa Fe/Santa Fe Trails does not have any equipment meeting the acquisition value of \$50,000. The City of Santa Fe /Tanta Fe Trails does not utilize or operate any third-party equipment or assets.

5.1.6 Facility The Replacement Prioritization

The Operations/Administrative Center is detailed in Table 2.6 and is rated 3-Adequate/Mid-Life and is considered in a State of Good Repair in Table 3.6.

Two additional facility projects have been funded and are in the planning stage.

- Downtown Transfer Center
- Santa Fe Mall Bus Stop Relocation/Improvement

Capital funding in the amount of \$2.7 million has been secured for these two projects since 2017. Delays due to staffing changes were further impacted by the two-year period of COVID pandemic. Work is proceeding to move forward to these projects. As they are completed, these assets will be added to the Facility Inventory and rated for condition annually and integrated into the Annual Performance Target review.

5.17 Asset Replacement/Prioritization/Summary Budget

The City of Santa/Santa Fe Trails is targeting to bring the Revenue Fleet into a SGR by 2024. This will require significant effort to increase capital grant funding. Table 5.4 summarizes the proposed capital budget.

Table 5.4

Asset Replacement/Prioritization Five Year Budget				
Budget Year	Revenue Vehicle	Non-Revenue Vehicles	Facilities	Total
2022	\$ 736,000	\$ -	\$ 2,687,633	\$ 3,425,655
2023	\$ 736,000	\$ -	\$ -	\$ 738,023
2024	\$ 736,000	\$ 30,000	\$ -	\$ 768,024
2025	\$ 600,000	\$ 60,000	\$ -	\$ 662,025
2026	\$ 68,000	\$ 30,000	\$ -	\$ 100,026
	\$ 2,876,000	\$ 120,000	\$ 2,687,633	\$ 5,693,753
Notes:				
1. Revenue Vehicles: Achieve SGR by 2024, then add one new vehicle annually.				
2. Non-Revenue Vehicles: Approach SGR by 2024, then add one vehicle annually.				
3. Facility funded by 2017-2019 previously awarded grants.				

CHAPTER 6 ANNUAL PERFORMANCE TARGETS

This section will identify the process, data sources, and methodology used in the development of the FTA requirements for Santa Fe Trails to set annual State of Good Repair (SGR) performance targets. As stated in Section 3.2 of this plan, SGR is defined as the condition in which a capital asset can operate at a full level of performance. An individual capital asset may operate at a full level performance regardless of whether other capital assets within a public transportation system are in SGR. Due to this, each asset is individually assessed and assigned a condition rank. The SGR policy for Santa Fe Trails states that an asset is operating at full level of performance if the asset can answer YES to these three questions:

1. Is the asset able to perform its designed function?
2. Does the asset operate without any known unacceptable safety risk?
3. Does the asset have remaining Useful Life (as determined in Section 5 of this plan)?

The Santa Fe Trails shall establish one or more performance targets(s) for each applicable asset class performance measure on an annual basis for the next fiscal year. The timeline for establishing SGR performance targets and measures are as follows:

By October 1 (three months prior to the start of the City of Santa Fe Fiscal Year) Santa Fe Trails shall set performance targets for the next fiscal year for each asset class included in the TAM Plan. These performance targets will be included in the TAMP Updates and adjusted targets will be reported annually to the National Transit Database (NTD) and approved by the Accountable Executive.

SGR performance targets are based on realistic expectations derived from available data compiled through the three-tier condition assessment for revenue vehicles and non-revenue vehicles and the conditions assessment score for equipment and facilities. In addition, Santa Fe Trails has used FTA performance measure criteria and the financial resources that are reasonable expected during this planning horizon. These SGR will be monitored on a quarterly basis. The Accountable Executive will approve and report the annual performance target submission to the FTA/NTD.

CHAPTER 7 NATIONAL TRANSIT DATABASE (NTD) REPORTING

Santa Fe Trails will report annually to the FTA's National Transit database the following information:

- Inventory of Assets
- SGR performance targets for the next fiscal year
- Condition inspections assessments and performance measures of capital assets
- An annual narrative shall also be included and reported to NTD that provides a description of any change in the condition of the Santa Fe Trails system or operations from the previous year and describe the progress made during the reporting year to meet the performance targets set in the previous reporting year.

The City of Santa Fe and the Santa Fe Trails fiscal year ends on December 31st of each year. Per NTD requirements, annual TAM reporting to NTD must be completed by the last business day of April. The Transit Director has been designated as the Accountable Executive to complete the NTD reporting.

As part of the NTD reporting process, the Santa Fe Trails will maintain all supporting TAM Plan record and documents and make them available to FTA, NMDot or appropriate entities that provide funding the City of Santa Fe to aid in this planning process.

CHAPTER 8 PLAN UPDATES

While NTD reporting is performed annually, the TAM Plan should be reviewed quarterly and be incorporated into all capital, budget, and procurement planning. With the implementation of this TAM Plan, this document will serve as the baseline measure of asset performance management. As more data is collected, targets and benchmarks will be adjusted to accurately reflect the condition of the system.

In addition to the annual updates required for NTD reporting, according to the FTA rules, the TAM Plan must be updated in its entirety at least every four years. This document covers a horizon period of five years, from January 2022 to January 2026. Each of these tables and information in the plan will be updated annually to reflect the addition and removal of assets as well as any funding or performance changes.

APPENDIX A

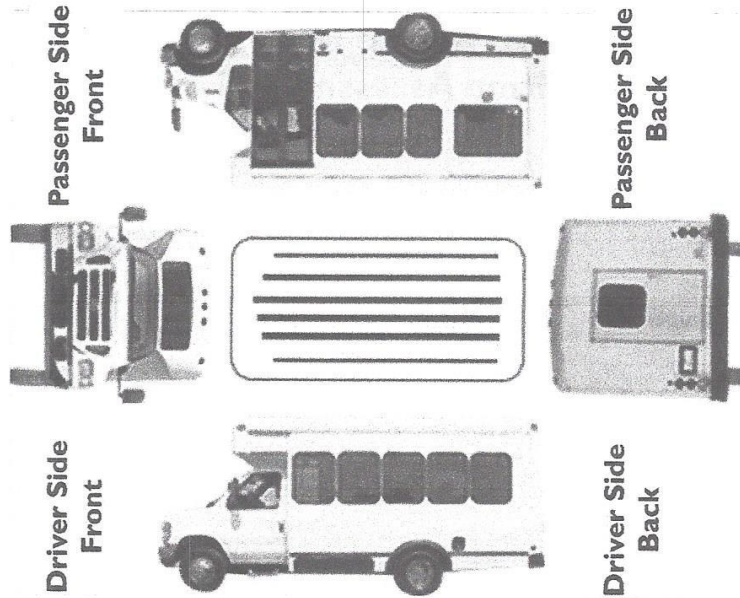
Revenue Vehicle Inventory and Condition Assessment Form

Page One

Revenue Vehicle Inventory & Condition Assessment Form			
Agency Name: _____			
Inventory Dates: _____			
Make: _____			
Model: _____			
Year: _____			
ID/Serial Number/VIN: _____			
Mileage: _____			
Date in Service: _____			
Vehicle Location: _____			
Vehicle Asset Class (Mark One)			
AB - Articulated Bus	<input type="checkbox"/>	MB - Mini-bus	<input type="checkbox"/>
AO - Automobile	<input type="checkbox"/>	MV - Mini-van	<input type="checkbox"/>
BR - Over-the-road Bus	<input type="checkbox"/>	RT - Rubber-tire Vintage Trolley	<input type="checkbox"/>
BU - Bus	<input type="checkbox"/>	SB - School Bus	<input type="checkbox"/>
CU - Curbside Bus	<input type="checkbox"/>	SV - Sport Utility Vehicle	<input type="checkbox"/>
DB - Double Decker Bus	<input type="checkbox"/>	TR - Tractorbus	<input type="checkbox"/>
FB - Ferryboat	<input type="checkbox"/>	VN - Van	<input type="checkbox"/>
Vehicle Condition Assessment Rating Scale			
Rating	Condition	Description	
4.8 - 5.0	Excellent	New asset; no visible defects.	
4.0 - 4.7	Good	Asset showing minimal signs of wear; some (slightly) defective or deteriorated component(s).	
3.0 - 3.9	Adequate	Asset has reached its mid-life (condition 3.5); some moderately defective or deteriorated component(s).	
2.0 - 2.9	Marginal	Asset reaching or just past the end of its use life; increasing number of defective or deteriorated component(s) and increasing maintenance needs.	
1.0 - 1.9	Poor	Asset is past its useful life and is in need of immediate repair or replacement; may have critically damaged component(s).	
Vehicle Condition Score: _____			
Additional Vehicle Comments: _____			

Revenue Vehicle Inventory and Condition Assessment Form

Page Two



Note: Provide photographs of all damage or physical issue noted

Vehicle Subsystems Review Items:

Ignition	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Fire extinguisher and fire suppression (if applicable)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
On board safety items (reflectors, triangles, etc)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Lights (check headlights, taillights, and turn signals)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Windshield wipers	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Horn	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Driver's seat belt	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Passenger seat belts	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Wheelchair lift/ramp in working order (if applicable)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Cleanliness	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Scratches or dents (if yes highlight on diagram below)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

APPENDIX B

Facility Inventory & Condition Assessment Form

Page One

Facility Inventory & Condition Assessment Form

Agency Name: _____
 Inventory Date: _____
 Facility Address: _____
 Facility Name: _____
 Year Built or Replaced: _____
 Primary Mode Served: _____
 Square Feet: _____
 Percent Capital Responsibility: _____
 Section of Larger Facility? ☐ Yes ☐ No

Facility Type		
Passenger and Parking Facilities	Rail passenger facilities	<input type="checkbox"/>
	Light rail, cable car and streetcar passenger facilities that have platforms and serve track in a separate right of way	<input type="checkbox"/>
	Motorbus, rapid bus, commuter bus, and trolley bus passenger facilities in a separate right of way that have an enclosed structure for passengers	<input type="checkbox"/>
	Transportation, transit or transfer centers, park and ride facilities, and transit malls if they have an enclosed structure for passengers	<input type="checkbox"/>
Administrative Facility	Offices for management/supporting activities for transit operations	<input type="checkbox"/>
Maintenance	General Purpose – Garage of building for routine maintenance/repairs	<input type="checkbox"/>
	Heavy Maintenance – Garage or building for engine/other major unit rebuilds	<input type="checkbox"/>

Facility Primary and Secondary Level Visual Assessment Rating Guide		
Score	Rating	Description
5	Excellent	No visible defects, new or near new condition, may still be under warranty if applicable
4	Good	Good condition, but no longer new, may have some slightly defective or deteriorated component(s), but is overall functional
3	Adequate	Moderately deteriorated or defective components; but has not exceeded useful life
2	Marginal	Defective or deteriorated component(s) in need of replacement; exceeded useful life
1	Poor	Critically damaged component(s) or in need of immediate repair; well past useful life

Facility Inventory & Condition Assessment Form

Page Two

Primary Level	Secondary Level Visual Assessment	Secondary Level Visual Rating	Primary Level Rating
Substructure	Foundation		
	Basement		
Shell	Superstructure/structural frame, including columns, pillars, and walls		
	Roof, gutters, eaves, skylights, pillars, and walls		
	Exterior windows, doors, and all finishes (paint and masonry)		
	Balconies, fire escapes, gutters, and downspouts		
Interiors	Partitions: walls, interior doors, fittings, and signage		
	Interior stairs and landings		
	Finishes: materials used on walls, floors, and ceilings		
Conveyance	Elevators and escalators		
	Fixed apparatuses for the movement of goods or people		
Plumbing	Fixtures		
	Water supply		
	Sanitary waste		
	Rain water drainage		
HVAC	Energy supply		
	Heating/cooling generation and distribution systems		
	Testing, balancing, controls, and instrumentation		
	Chimneys and vents		
Fire Protection	Sprinklers		
	Standpipes		
	Hydrants and other fire protection specialties		
Electrical	Electrical service and distribution		
	Lighting and branch wiring (interior and exterior)		
	Communications and security		
	Other electrical system related pieces, such as: lighting protection, generators, and emergency lighting		
Fare Collection	Items including turnstiles, ticket machines, and any other major equipment requiring capital request for replacement		
Site	Pedestrian areas and associated signage, marking, and equipment		
	Site development, such as: fences, walls, and miscellaneous structures		
	Landscaping and irrigation		
	Site utilities		

Cumulative Primary Level Score (CPLS): _____

Final Term Rating (CPLS/10): _____