

Group Transit Asset Management Plan

Indianapolis Public Transportation Corporation

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Introduction

All public transportation providers receiving federal funds are required to complete a transit asset management (TAM) plan. The TAM Plan is part of the establishment of performance-based planning requirements established in Moving Ahead for Progress in the 21st Century (MAP-21) and continued in Fixing America's Surface Transportation Act (FAST-Act) in 2015.

Agencies that distribute federal funds to other public transportation agencies are required to become group TAM plan sponsors.

This memorandum outlines the Group TAM requirements and IndyGo's compliance with federal regulations and guidance regarding group TAM plan.

Federal Requirements

The National Transit Asset Management System Final Rule (49 U.S.C. 625) requires that all "recipients and subrecipients of Federal financial assistance under 49 U.S.C. Chapter 53 that own, operate, or manage capital used for providing public transportation" must complete or participate in a transit asset management plan.¹ Public transportation providers are defined as providing "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".²

Agencies are placed in two tiers depending on size of fleet or if it operates rail. Tier I recipients operate more than 101 vehicles across one or all modes; IndyGo is a Tier I operator. Tier II providers are all other public transportation providers.

Tier II providers not direct recipients of Section 5307 funding can choose to either participate in a group plan or complete their own.³ These group plans are required to include an inventory of existing assets, a condition assessment of directly-maintained assets, documented decision support tools, and investment prioritization documentation.⁴

Sponsors of group plans are direct or designated recipients of Section 5307, 5310, or 5311 funding that have at least one subrecipient that is a public transportation provider.⁵ The group TAM plan must be developed in coordination with each participant's Accountable Executive, comply with all federal regulations, and the plan must be available to all participants.⁶ Group participants are not allowed to

¹ 49 CFR 625.3

² 49 U.S.C. 5302 (14)

³ Tier I providers like IndyGo must complete their own plan.

⁴ 49 CFR 625.25 (b)

⁵ 49 CFR 625.27 (a)

⁶ 49 CFR 625.27 (a)(2) thru (4)

participate in more than one plan; if it does, it needs to provide written confirmation if it decides to opt-out of a Group TAM plan.⁷

Table 1. Alignment of Group TAMP and Federal Requirements

FEDERAL REQUIREMENT	LOCATION IN DOCUMENT
Include a list of subrecipients that are participating in the plan (§625.27 (a)(1))	Current or Potential Subrecipients
Coordinate the development of a TAM plan with each participant's Accountable Executive (§625.27 (a)(3))	Communicate with Accountable Executives
Make the completed group TAM plan available to all participants in a format that is easily accessible (§625.27 (a)(4))	Communicate with Accountable Executive. Document is in a Word document and will be transmitted to each AE.
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 (§625.5 (b)(1))	Asset Inventory
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 assets and to inform the investment prioritization (§625.5 (b)(2))	Condition Assessments

⁷ 49 CFR 625.27 (b) (1) and (2)

FEDERAL REQUIREMENT	LOCATION IN DOCUMENT
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 in accordance with §625.33. (§625.5 (b)(3))	Decision Support Tools
A provider's project-based prioritization of investments (§625.5 (b)(4))	Prioritize Investments
TAM Plan must cover a horizon period of at least four (4) years and updated every four years (§625.29 (a) and (c))	Horizon Year is 2026 and updates a memorandum from 2018.

Group TAM Plan Process

Sponsors need to adhere to the following steps to complete their Group TAM responsibilities:⁸

1. Determine if they need to sponsor a Group TAM.
2. Identify eligible participants.
3. Define roles and responsibilities of the sponsoring agency and the participants.
4. Communicate with the Accountable Executive about timeline and expectations of the Group TAM.
5. Develop a Group Plan
 - a. Create an Asset Inventory
 - b. Conduct Condition Assessments
 - c. Use Decision Support Tools
 - d. Prioritize Investments
 - e. Approve the Plan
 - f. Report to NTD
 - g. Determine Amendment Procedures for the TAM Plan
6. Implement and Update the TAM Plan

Determine If IndyGo Needs to Sponsor a Group TAM Plan

Agencies that are direct or designated recipients of section 5311, 5307, or 5310 funds with at least one subrecipient that is a provider of public transportation are required to conduct a group TAM plan process.

⁸ "FTA Group TAM Plan Sponsor Workbook", January 2018, p. 2.

IndyGo is the designated recipient of Section 5310 “Enhanced Mobility of Seniors and Individuals with Disabilities” for the Indianapolis urbanized area. IndyGo hosts an annual “Call for Projects” that distributes 5310 funding to private not for profit organizations and authorized units of local government. IndyGo is also the designated recipient of Section 5307 and Section 5339 funds in the Indianapolis urbanized area.

Therefore, IndyGo is required to sponsor a group TAM plan.⁹

Eligibility Determination

IndyGo determined required participants by completing the following steps:

- Reviewed current subrecipients of Section 5307 and Section 5339 funds;¹⁰
- Reviewed current and past subrecipients of Section 5310 funding;
- Evaluated if the subrecipients were public transportation providers; and
- Documented if the subrecipients were already participating in another Group TAM.

Current or Potential Subrecipients

Table 2 contains a list of public transportation agencies and their Group TAM participation.

Table 2 Section 5307 Subrecipients

SUBRECIPIENT	SERVICE NAME	VENDOR
Hamilton County	Hamilton County Express	Janus Development Services
Hancock County	Hancock Area Rural Transit	Hancock County Senior Services
Johnson County	Access Johnson County	Gateway Services

Hendricks County has decided to continue participating in the Indiana Department of Transportation’s (INDOT) Group TAM Plan.

Table 3 lists agencies who are current or potential recipients of 5310 funding but who are not public transportation providers.

Table 3 Current or Potential 5310 Subrecipients - Not Public Transportation Providers

ORGANIZATION	5310 FUNDING STATUS
Catholic Charities	Current Recipient
Health and Hospital Corporation	Current Recipient
Bosma Enterprises	Current Recipient
Tangram, Inc.	Current Recipient
CICOA Aging and In-Home Solutions¹¹	Current Recipient

⁹ 49 CFR 625.27 (a) (1)

¹⁰ At writing, there are no current subrecipients of Section 5339 funds.

¹¹ Formerly Central Indiana Council on Aging (CICOA).

ORGANIZATION	5310 FUNDING STATUS
Noble of Indiana	Current Recipient
Use What You Got Prison Ministry	Past Applicant
AccessAbility	Past Recipient
Lawrence Transport	Past Applicant
Exodus Refugee Services	Current Recipient
John Boner Center	Past Recipient
Families First	JARC Recipient
Indianapolis Resource Center	JARC Recipient
Pathway Learning Center	JARC Recipient

Of existing subrecipients, only four are public transportation providers, as defined by 49 U.S.C. 5302. Each agency was contacted with an offer to participate in an IndyGo-sponsored group TAM plan.¹²

The documentation for each agency can be requested from IndyGo.¹³

Define Roles and Responsibilities

Each participant in the Group TAM Plan has roles and responsibilities in order to create, maintain, and implement the Group TAM Plan.

The sponsor, IndyGo, is responsible for the process of coordinating development and submitting the group plan.

Participants, the subrecipients participating in the plan, are responsible for collecting asset data, supporting/conducting condition assessment, providing information as needed, and sharing information on all funding sources.

Roles and responsibilities as outlined for each component of the Group TAM Plan and its implementation are outlined below:

Table 4. Group TAM Plan Sponsor and Participant Responsibilities

Element	Sponsor	Participant
Overarching	<ul style="list-style-type: none"> Write Plan 	<ul style="list-style-type: none"> Support Plan Accountable Executive approves plan
1. Asset Inventory	<ul style="list-style-type: none"> Coordinate participants Develop database Define data collection elements and formats 	<ul style="list-style-type: none"> Collect asset data Submit data in format required on schedule

¹² 49 CFR 625.27 (a) (3)

¹³ 49 CFR 625.27 (b) (2)

2. Condition Assessment	<ul style="list-style-type: none"> Define data collection methodology and schedule Manage data (i.e. database/software) 	<ul style="list-style-type: none"> Support/conduct condition assessment Submit data to sponsor in format required on schedule
3. Decision Support Tools	<ul style="list-style-type: none"> Share guiding policies including weighting or ranking priorities Develop tools Analyze and interpret data 	<ul style="list-style-type: none"> Communicate goals and needs Provide information to support tool
4. Investment Prioritization	<ul style="list-style-type: none"> Gather additional data Prioritize projects (iterative step) Generate ranked list of projects 	<ul style="list-style-type: none"> Share info on all funding sources with sponsor Share existing Capital Investment Plans Coordinate with Sponsor
Annual Target Setting	<ul style="list-style-type: none"> Coordinate target setting with the participating transit providers' Accountable Executives, Report targets to NTD 	
Annual Narrative Report	<ul style="list-style-type: none"> Develop the Annual Narrative Report Submit narrative to NTD 	
NTD Asset Inventory		<ul style="list-style-type: none"> Submit – Asset inventory Facility condition assessment (as applicable)

Communicate with Accountable Executive

Each subrecipient will need to determine an accountable executive. An accountable executive is a “single, identifiable person who has ultimate responsible” for carrying out the responsibilities of the TAM and has “control or direction over the human and capital resources” needed to develop and maintain the agency’s responsibilities.¹⁴

The current Section 5307 subrecipients all contract the public transportation service to a vendor. A subrecipient may designate a contractor as the Accountable Executive so long as the individual meets the requirements for the roles established in the regulations.¹⁵

¹⁴ 49 U.S.C. 5326.

¹⁵ “PTASP Frequently Asked Questions”, <https://www.transit.dot.gov/PTASP-FAQs#:~:text=Per%20%C2%A7%20673.5%2C%20the%20Accountable,and%20capital%20resources%20needed%20to>. Accessed July 12, 2022.

Meetings were held with Accountable Executives in August 2022 to discuss:

- Requirements of a Group TAM Plan
- Roles and responsibilities
- Useful Life Benchmarks
- Condition assessments for vehicles and facilities
- Data requests

Table 5 lists the identified Accountable Executive for each subrecipient identified.

Table 5. Accountable Executives for Group TAM Plan

SUBRECIPIENT	Accountable Executive	Vendor/Subrecipient
Hamilton County	Yolanda Kincaid	Janus Enterprises (Vendor)
Hancock County	Suzanne Derengowski	Hancock County Area Transit (Vendor)
Johnson County	Becky Allen	Access Johnson County (Vendor)

Asset Inventory

Subrecipients maintain an asset inventory. Data collected by the participants are used to prioritize investments, which will allow all planning partners and the participants to budget appropriately for capital replacement.

Useful Life Benchmarks

For vehicles and equipment, useful life benchmarks are key data points to understand the remaining useful of a vehicle or piece of equipment. The FTA provides a table of default ULB for vehicles. The default ULB was created by FTA through an analysis of NTD data. However, the FTA permits local agencies to establish local ULB, based on local conditions.

The following useful life benchmarks will be used for vehicles:

- Cutaways (CU) – 5 years or 150,000 miles
- Minivans (MV) – 4 years or 100,000 miles

The ULBs differ than the default ULB. Transit operators in Indiana, including IPTC, have maintained their vehicles and scheduled their service understanding that the vehicles need to be replaced on the schedule above. Some agencies may exceed that useful life but typically attempt to replace the vehicles once either the years or the miles are exceeded. For the subrecipients, in particular, service

may include operating over roads that have not be significantly improved since their days as rural roads.

Data Collection

Subrecipients are required to submit data to IPTC on an annual basis. With the new requirement to collect asset management data, IPTC will begin to collect more detailed information about assets, including condition, vehicle category, capacities, and facility condition. Information on data collected can be found in the appendices.

Summary of Vehicle Inventory

The following is a summary of rolling stock for the different subrecipients. The following reflect all vehicles that are noted as Active or Spare.

Subrecipient	Cutaways (CU)	Minivans (MV)
Hamilton County	24	0
Hancock County	1	12
Johnson County	17	3
Total	42	15

Summary of Equipment Inventory

None of the subrecipients report any non-revenue vehicles or equipment with an acquisition cost greater than \$50,000.

Summary of Facilities Inventory

The participants report a total of four facilities. None of the facilities are rated below a 3.00 on the TERM scale, however Johnson County reports their facility at 3500 N. Morton Street, Franklin, IN at 3.00. The facility is over 40 years old. See Table 6 for a summary.

Table 6. Summary of Facility Ratings

Subrecipient	Facilities	Facility Rating (s)
Hamilton County	1	3.81
Hancock County	1	3.00
Johnson County	2	4.75, 4.76

Subrecipients are not 100% responsible for the capital replacement or maintenance of the facility; the vendors own and maintain the facilities. Janus' facility includes a maintenance portion while the facility in Hancock County allows for covered, secure storage.

Condition Assessments

Condition assessments are required for revenue vehicles, facilities, and eligible equipment (including non-revenue service vehicles).

Rolling Stock and Equipment

Rolling stock assessments are based on the following premise in Table 4 and are conducted by transit management or operations supervisors using a scale of 1 to 5. To conduct a proper vehicle assessment the inspector is required to not only assess the physical vehicle, but also review the maintenance file. The reviewer will identify preventive maintenance inspections as well as maintenance repairs classified as minor or major repairs. Major repairs include substantial work to engine and drivetrain, electrical, body, lift replacement or computer. Minor repairs might include brakes, alignment, minor lift repairs, and other lower cost repairs not associated with preventive maintenance.

Equipment assessments are completed by the subrecipient using the same premise as the rolling stock assessment. This requires transit systems to maintain proper records of each piece of equipment used in the support of public transit service. Only equipment with an acquisition value greater than \$50,000 must be included in their TAM data. The exception is non-revenue service vehicles where value is not a factor. Examples of equipment include non-revenue vehicles, non-permanent facility equipment – movable bus wash system, portable lift systems, tire changing stations, digital bus arrival boards and other major equipment components not a part of the facility.

Table 7. Useful Life Vehicle Rating Scale

Rating	% of Useful Life	Definition
5	0-1	Vehicle age ranges from new to full useful life
4	1.01-1.25	Vehicle exceeds useful life by up to 25%
3	1.26-1.50	Vehicle exceeds useful life by up to 50%
2	1.51-1.75	Vehicle exceeds useful life by up to 75%
1	1.75+	Vehicle exceeds useful life by greater than 75%

Table 8. Useful Mileage Rating Scale

Rating	% of Mileage Scale	Definition
5	0-1	Vehicle mileage ranges from new to full useful life.
4	1.01-1.50	Vehicle exceeds useful life mileage by up to 50%
3	1.51-2.00	Vehicle exceeds useful life by up to 100%
2	2.01-2.50	Vehicle exceeds useful life by up to 150%
1	2.50+	Vehicle exceeds useful life by greater than 150%

Facilities

As mentioned in the beginning of this section, all facility assessments are conducted by subrecipients using a modified Transit Economic Recovery Model (TERM) assessment form developed by INDOT and utilized by IndyGo. The form includes ten areas of concentration with sub-sections for each area. The rating systems uses a 1-5 rating scale as required by FTA. Facility assessments will be conducted every other year unless IndyGo has reason to conduct the assessments more often. The assessment tool is shown in Table 5.

All facility assessments will be documented and entered in a data table to also include useful life data on each facility. Currently, IndyGo is using the standard 40 year useful life for facilities and only includes facilities with a purchase price greater than \$50,000. Subrecipients are required to report data for facilities where they have capital responsibility. Facility types include any building or structure used in providing public transportation, including passenger stations, operations, maintenance and administrative facilities.

Capital responsibility is defined as the following:

You have direct capital responsibility	You do NOT have directly capital responsibility
You own the asset	You do not own the asset AND you are not responsible for replacing, overhauling, refurbishing, or conducting major repairs on that asset, or the costs of those activities are not itemized as a capital line item in your budget.
You jointly own the asset with another entity	
You are responsible for replacing, overhauling, refurbishing, or conducting major repairs on	

You have direct capital responsibility	You do NOT have directly capital responsibility
that asset, or the costs of those activities are itemized as a capital line item in your budget.	

For Maintenance and Administrative facilities:

- Any maintenance or administration facility under 100 square-ft. does not need to be included (e.g. security guard shack, stand-alone restroom, storage shelter in which no work is performed) in either of your inventories.
- If your vehicles are the only vehicles that the maintenance facility services, then it is considered an “exclusive use” facility and thus must be inventoried in your TAM plan.
- If the administrative office is in a building that has only incidental transit use (e.g. city hall), then it is not required to be included in either of your inventories.

For Passenger and Parking facilities:

- All passenger facilities must be inventoried in your TAM plan and reported to the NTD regardless of ownership.
- You must inventory all parking facilities for which you have direct capital responsibility, and that are immediately adjacent to a passenger facility (e.g. a park-and-ride lot or a garage).

Decision Support Tools

IndyGo uses a three-factor analysis to determine the state of good repair (SGR) for rolling stock and equipment. The factors include useful life, useful mileage, and condition assessments. These are all metrics based on data provided by the subrecipients about the rolling stock and equipment. Each factor uses a 1-5 scale and utilizes the useful life and miles as established through the IndyGo Group TAM Plan. Using the three metrics, IndyGo uses the average of the three to report a SGR Score. The combination of factors provides a better view of the SGR of the vehicle rather than using a single metric. For instance, a two-year old vehicle may appear, based on useful life, to be in good condition but if that vehicle has 100,000 miles on it, the vehicle may not be in a SGR.

A sample of the analysis is included below but a complete listing of the fleet included in the IndyGo Group TAM Plan can be found in APPENDIX B: FLEET INVENTORY.

Vehicle Type	Average TAM SGR	# Below 3 on SGR
Cutaways (CU)	4.49	1
Minivan (MV)	4.36	2

For facilities, SGR is determined using two factors: useful life of the facility and the condition assessment for the facility.

Table 9. Useful Life Rating Scale - Facilities

Rating	Condition	Definition
5	Excellent	Facility is less than 10 years old
4	Good	Facility is less than 20 years old
3	Adequate	Facility is less than 30 years old
2	Marginal	Facility is less than 40 years old
1	Poor	Facility is greater than 40 years old

Condition assessment is based on a TERM scale and uses an average of the components of the condition assessment conducted by the subrecipients, IndyGo, or other authorized party.

Table 10 Condition Assessment Rating Scale - Facilities

Rating	Condition	Description
4.8-5.0	Excellent	No visible defects, new or near new condition, may still be under warranty if applicable
4.0-4.7	Good	Defective or deteriorated component (s) but is overall functional
3.0-3.9	Adequate	Moderately deteriorated or defective components; but has not exceeded useful life
2.0-2.9	Marginal	Defective or deteriorated component (s) in need or replacement; exceeded useful life
1.0-1.9	Poor	Critically damaged component (s) or in need of immediate repair; well past useful life

Prioritize Investments

Using the inventory and condition assessments, a prioritized list of assets included in the TAM Plan can be identified. IPTC may use this prioritized list for choosing projects for subrecipients through the

Section 5339 formula funds. Subrecipients may also use the prioritized list when seeking funds from other sources. For the subrecipients, sources could include state funding, local funding, and federal funding.

Table 11 Participant Fleet List - Vehicles Below 3

Organization	VIN	Vehicle Year	Vehicle Type	TAM SGR Repair Score
Johnson County Commissioners	1FDEE3FS9ADA12123	2010	CU -	2.00
Hancock County Commissioners	2C4RDGBG6DR787241	2013	MV	2.50
Hancock County Commissioners	2C4RDGBG8DR787242	2013	MV	2.50

Plan Approval

All participating Accountable Executives need to approve the TAM Plan. A signature sheet of their approval is in Appendix B. Although IndyGo is the Group Plan sponsor, its Accountable Executive does not approve the Group TAM Plan.

NTD Reporting

Unless otherwise modified, participants will be required to provide the sponsor with all required asset information. The sponsor will provide the necessary information to the National Transit Database.

Group TAMP Amendment Procedures

The Group TAMP will be amended as determined by the sponsor and participants.

APPENDIX A: ACCOUNTABLE EXECUTIVE APPROVAL

As required by the rules and regulations regarding the Group TAM Plan, each subrecipient needs to identify an accountable executive and that accountable executive must participate, review, and approve the Group TAM Plan.

Through the planning process of the Group TAM Plan, each Accountable Executive was given an overview of their responsibilities and roles and have had a chance to review a draft of the Group TAM Plan.

The approval of the Group TAM Plan is made by the following accountable executives:

Subrecipient	Accountable Executive	Signature	Date of Signature
Hamilton County	Yolanda Kincaid	<small>DocuSigned by:</small> <i>Yolanda Kincaid</i>	9/29/2022
Hancock County	Suzanne Derengowski	<small>DocuSigned by:</small> <i>Suzanne Derengowski</i>	9/28/2022
Johnson County	Becky Allen	<small>DocuSigned by:</small> <i>Becky Allen</i>	9/28/2022

APPENDIX B: FLEET INVENTORY

The following is a list of all vehicles in the Participants fleets, as of 12/01/2021. Complete attributes are not listed here.

Organization	VIN	Vehicle Year	Vehicle Type	TAM SGR Repair Score
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FDEE3FS9ADA12123	2010	CU - Cutaway Bus	2.00
Hancock County Commissioners - Hancock Area Rural Transit	2C4RDGBG6DR787241	2013	MV - Minivan	2.50
Hancock County Commissioners - Hancock Area Rural Transit	2C4RDGBG8DR787242	2013	MV - Minivan	2.50
Hamilton County Commissioners - Hamilton County Express	1FD4E4FS3FDA09641	2015	CU - Cutaway Bus	3.00
Hancock County Commissioners - Hancock Area Rural Transit	1FDEE3FS4ADA55624	2010	CU - Cutaway Bus	3.00
Hancock County Commissioners - Hancock Area Rural Transit	2C7WDGBG7FR614255	2015	MV - Minivan	3.00
Hamilton County Commissioners - Hamilton County Express	1FD4E4FS3GDC14104	2016	CU - Cutaway Bus	3.33
Hamilton County Commissioners - Hamilton County Express	1FD4E4FS0GDC14111	2016	CU - Cutaway Bus	3.33
Hamilton County Commissioners - Hamilton County Express	1FD4E4FSXGDC55085	2016	CU - Cutaway Bus	3.33

Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FDDE4FS2FDA10604	2015	CU - Cutaway Bus	3.33
Hamilton County Commissioners - Hamilton County Express	1FDDE4FS5GDC14105	2016	CU - Cutaway Bus	3.67
Hamilton County Commissioners - Hamilton County Express	1FDDE4FS2GDC14109	2016	CU - Cutaway Bus	3.67
Hamilton County Commissioners - Hamilton County Express	1FDDE4FS7GDC56758	2016	CU - Cutaway Bus	4.00
Hamilton County Commissioners - Hamilton County Express	1FDDE4FS1GDC55086	2016	CU - Cutaway Bus	4.00
Hancock County Commissioners - Hancock Area Rural Transit	2C7WDGDBG2GR235715	2016	MV - Minivan	4.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	2C7WDGDBG0FR634234	2015	MV - Minivan	4.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	2C7WDGDBG7HR718604	2017	MV - Minivan	4.33
Hamilton County Commissioners - Hamilton County Express	1FDDE4FS6HDC61953	2017	CU - Cutaway Bus	4.67
Hamilton County Commissioners - Hamilton County Express	1FDDE4FSXHDC61955	2017	CU - Cutaway Bus	4.67

Hamilton County Commissioners - Hamilton County Express	1FD FE4FS7HDC61959	2017	CU - Cutaway Bus	4.67
Hamilton County Commissioners - Hamilton County Express	1FD FE4FS5HDC61944	2017	CU - Cutaway Bus	4.67
Hamilton County Commissioners - Hamilton County Express	1FD FE4FS7HDC61945	2017	CU - Cutaway Bus	4.67
Hamilton County Commissioners - Hamilton County Express	1FD EE3FS5JDC23965	2018	CU - Cutaway Bus	4.67
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FD EE3FS2HDC47912	2017	CU - Cutaway Bus	4.67
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FD EE3FS4HDC47913	2017	CU - Cutaway Bus	4.67
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FD EE3FS5HDC58600	2017	CU - Cutaway Bus	4.67
Hamilton County Commissioners - Hamilton County Express	1FD EE3FS8JDC23961	2018	CU - Cutaway Bus	5.00
Hamilton County Commissioners - Hamilton County Express	1FD EE3FSXJDC23962	2018	CU - Cutaway Bus	5.00
Hamilton County Commissioners - Hamilton County Express	1FD EE3FS1JDC23963	2018	CU - Cutaway Bus	5.00

Hamilton County Commissioners - Hamilton County Express	1FDEE3FS3JDC23964	2018	CU - Cutaway Bus	5.00
Hamilton County Commissioners - Hamilton County Express	1FD4E4FS4KDC32006	2019	CU - Cutaway Bus	5.00
Hamilton County Commissioners - Hamilton County Express	1FD4E4FS8KDC32008	2019	CU - Cutaway Bus	5.00
Hamilton County Commissioners - Hamilton County Express	1FD4E4FS9KDC34267	2019	CU - Cutaway Bus	5.00
Hamilton County Commissioners - Hamilton County Express	1FD4E4FN9MDC17627	2020	CU - Cutaway Bus	5.00
Hamilton County Commissioners - Hamilton County Express	1FD4E4FN6MDC17620	2020	CU - Cutaway Bus	5.00
Hamilton County Commissioners - Hamilton County Express	1FD4E4FN7MDC17625	2020	CU - Cutaway Bus	5.00
Hancock County Commissioners - Hancock Area Rural Transit	2C7WDGBGXKR649589	2019	MV - Minivan	5.00
Hancock County Commissioners - Hancock Area Rural Transit	2C7WDGBGXKR649592	2019	MV - Minivan	5.00
Hancock County Commissioners - Hancock Area Rural Transit	2C7WDGBG0KR649620	2019	MV - Minivan	5.00
Hancock County Commissioners - Hancock Area Rural Transit	2C7WDGBG6KR649623	2019	MV - Minivan	5.00

Hancock County Commissioners - Hancock Area Rural Transit	2C7WDGBG1KR803011	2019	MV - Minivan	5.00
Hancock County Commissioners - Hancock Area Rural Transit	2C7WDGBG0KR808264	2019	MV - Minivan	5.00
Hancock County Commissioners - Hancock Area Rural Transit	2C7WDGBG0KR808328	2019	MV - Minivan	5.00
Hancock County Commissioners - Hancock Area Rural Transit	2C7WDGBGXKR799377	2019	MV - Minivan	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FDEE3FS2HDC58599	2017	CU - Cutaway Bus	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FDEE3FS8JDC32255	2018	CU - Cutaway Bus	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FDEE3FSXJDC32256	2018	CU - Cutaway Bus	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FDEE3FS1JDC32257	2018	CU - Cutaway Bus	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FDEE3FSXJDC27767	2018	CU - Cutaway Bus	5.00

Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FDEE3FS7JDC29783	2018	CU - Cutaway Bus	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FDEE3FS5JDC29782	2018	CU - Cutaway Bus	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FD FE4FS2KDC39729	2019	CU - Cutaway Bus	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FD FE4FS6KDC39734	2019	CU - Cutaway Bus	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FD FE4FS1KDC39737	2019	CU - Cutaway Bus	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	2C7WDGBG6KR808303	2019	MV - Minivan	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FD FE4FNXMDC17619	2020	CU - Cutaway Bus	5.00
Johnson County Commissioners - ACCESS Johnson and Brown County - ShelbyGo	1FDE4FN8MDC17618	2020	CU - Cutaway Bus	5.00

APPENDIX C: VEHICLE ATTRIBUTES

The following table outlines the attributes for the fleet list and their definitions.

Attributes for Fleet List (12/1/2021)	Definition
Organization	Name of the entity that owns the vehicle.
VIN	Vehicle Identification Number
License Plate	License plate number for vehicle
Agency Id	ID of Agency
DOT Id	DOT ID
Replacement UPIN	Replacement information
5311 Revenue	Whether the vehicle was funded with 5311 funding.
Funded By DOT	Whether the vehicle was funded by INDOT.
Funding Program	Type of funding program
Grant Primary	Grant Primary
Grant Secondary	Grant Secondary
DOT Contract	Contract number
Purchase Order Number	Purchase order number
Purchase Order Date	Purchase order date
Invoice Number	Invoice number
Payment Voucher Number	payment voucher number
Payment Voucher Date	payment voucher date
Award Year	Year of award
UPIN	UPIN
Total Cost	Total cost of the vehicle when it was acquired.
Federal Share	Total federal share in \$
Federal Share Percent	Percent of total project that is federally funded.
State Share	Total state share in \$
State Share Percent	Percent of total project that is state funded.
Local Share	Total local share in \$
Local Share Percent	Percent of total project that is locally funded.
DOT Capital Responsibility	Whether the INDOT has capital responsibility
Organization Capital Responsibility	Which organization has capital responsibility
Other Capital Responsibility	If another agency has capital responsibility
Other Capital Responsibility Org	Name of organization who has capital responsibility
Category	Category of the vehicle, based on NTD.
Vehicle Year	Model year.
Vehicle Age	Calculation. Current year minus model year. Created by IndyGo
Vehicle ULB	Manually entered by IndyGo.

Attributes for Fleet List (12/1/2021)	Definition
Remaining ULB	Calculation. Vehicle ULB minus Vehicle Age. Created by IndyGo
%ULB	Calculation. Remaining ULB divided by Vehicle Vehicle ULB. Created by IndyGo
Manufacturer	Vehicle Manufacturer
Model	Vehicle model
Chassis	Chassis type
Fuel Type	Type of fuel
Vehicle Height Feet	Vehicle Height Feet
Vehicle Height Inches	Vehicle Height Inches
Vehicle Length Feet	Vehicle Length Feet
GVWR	Gross Vehicle Weight Rating
Seating Capacity	Number of seats
Standing Capacity	Number of persons that can stand
Wheelchair Positions	Number of wheelchair secured locations
Wheelchair Ramp Or Lift	Whether the vehicle has a ramp or lift
Wheelchair Ramp Or Lift Manufacturer	Manufacturer of ramp or lift
Emergency Contingency Vehicle	Whether the vehicle is an emergency contingency vehicle
Status	Vehicle Status: Active, Disposed, Spare.
Improvement Purpose	Purpsoe of the vehicle
TAM Useful Life Definition #	Useful Life in years for vehicle type
TAM UL Rating	Calculation. Created by IndyGo
TAM Useful Mileage Definition #	Useful life in miles for vehicle type
TAM UL Mileage Rating	Calculation. Created by IndyGo
TAM Vehicle Condition #	Condition of vehicle
Current Condition Date	Date Current Condition was collected.
TAM State of Good Repair Score	Calculation. Average of UL, Mileage, and Condition.
TAM SGR Repair Score	Calculation. Created by IndyGo
Condition Rating	Rating of the vehicle
Current Mileage	Mileage of the vehicle
Current Mileage Date	Date that vehicle mileage was recorded
Mileage ULB	Calculation. Created by IndyGo
Mileage Remaining	Calculation. Created by IndyGo
% Mileage ULB	Calculation. Created by IndyGo
Year of Renewal	Renewal year
Renewal Type	Type of renewal
Price Agreement Number	Price agreement number
Price Agreement Date	Date of price agreement number
Purchase Date	Date of purchase

Attributes for Fleet List (12/1/2021)	Definition
Vendor	Vendor purchased from
Received Date	Date vehicle was received
Last Inspection Date	Last inspection date
Vehicle Location Street	Street of vehicle location
Vehicle Location City	City vehicle is located in
Vehicle Location State	State vehicle is located in
InService Date	Date vehicle was put into service
Useful LifeYears Remaining	UL Years remaining.
Useful Life Miles Remaining	UL Miles remaining.
Out of Service Date	Date vehicle was taken out of service.
Is DOT LienHolder	Whether INDOT is a lienholder.
Is Title On File With DOT	Whether the title is on file with INDOT.
Title Number	The title number of the vehicle.
Registration Number	The registration number of the vehicle.
NTD ID	The ID for the National Transit Database.
Vehicle Type	The type of vehicle.
Average Estimated Service Years When New	Estimated service years when new.
Dedicated Fleet	Whether the vehicle is part of a dedicated fleet.
Ownership Type	How the vehicle is owned.
Funding Source	Type of funding used to procure vehicle.
NTD Other Mode	NTD Other Mode
NTD Other Type Of Service	NTD Other Type of Service
Modes	Modes the vehicle is used for.
Comments	Other comment.

APPENDIX D: FACILITY ATTRIBUTES

The following table outlines the attributes for the facilities and their definitions.

Attributes for Facility List (12/1/2021)	Definition
NTD ID	ID for NTD Reporting
Facility Name	Name of the facility
Is line item part of larger facility	Yes/No. Some buildings may be part of a larger facility, such as instances in which there is a campus.
Street Address	The official street address - of the administrative or maintenance facility.
City	Enter the city in which the facility is located.
State	state in which the facility is located
Zip Code	Enter the zip code corresponding to the facility's street address.
Primary Mode Served at Facility	Click cell to utilize drop down menu to select DR demand response or MB fixed route (including dev. Fixed route) - Select the primary mode
Facility Type	Click cell to utilize drop down menu select the choice best describing the facility - Define the facility type by selecting one of six types of facilities for a maintenance facility or one of two types for an administrative facility.
Year Built or Reconstructed (as new)	When the facility was built or was substantially reconstructed as new. "Reconstructed as new" means that substantial changes have been made to the facility's interior floor plan, mechanical systems, etc. in order for the facility to better fulfill its administrative or maintenance functions. Changes to the building envelope (i.e., foundation and walls) typically do not constitute a facility being "Reconstructed as New." The year provided should best reflect the approximate age of the facility.
Square Feet	Enter the best available measurement for the total number of square feet in a facility (or section of a facility). Use the exact number of square feet if the figure is readily available, otherwise, round to the nearest thousands
Percent Capital Responsibility	Indicate your share of the facility's (or section of a facility's) estimated cost by entering a percent from zero to 100 in this field. (Do not enter a negative number or a number greater than 100). a. For example, enter the number '100' in this field, if the transit agency owns the facility and is fully responsible for funding its replacement b. If the transit agency is responsible for funding capital needs - but is unaware of the funding share - then use a proxy measure - square footage - to approximate its share of funding to replace the facility. c. If a transit agency is responsible for funding the replacement cost of a facility per terms in a lease, then enter the percentage of funding responsibility from the lease terms or the share based on the collective cost of major components for which it is responsible to fund replacements. d. Enter '0' if you are not responsible to fund a leased facility's replacement cost directly
Estimated Condition Assessment	Auto filled field that provides an estimated condition assessment rating based on facility age as reported from the original construction date.
Condition Assessment	Auto filled field with score from Facility Assmt forms completed - Enter the facility condition assessment based on either 1) the auto-populated condition assessment provided or 2) an agency conducted condition assessment based on FTA guidance.

Attributes for Facility List (12/1/2021)	Definition
Estimated Date of Condition Assessment	Auto filled field with date from Facility Assmt forms completed - Enter the month and year that the facility condition assessment was conducted. If no condition assessment has been conducted, you may leave this field blank.
Notes	Use if needed to clarify information
Table 1	This table is to be used for completion of the facility assessment. It includes ten inspection areas requiring ratings (see Table 2) for each sub category. The score will automatically calculate the SGR score for the facility based on weighted averages of each inspection area. The score will automatically populate the Facility Page - Column 14. Use tabs #2-#4 for additional facility assets. If you need additional instruction on components in sub-categories to be inspected refer to the INDOT Facility Maintenance Guide.
Table 2	The Condition Assessment Rating Scale is used to reference the description for scores of 1-5 you will use to complete Table 1. This scale is taken from FTA's Transit Economic Requirements Model (TERM) scale, used primarily for facilities.
Table 3	This table should be completed to include the individual(s) who assess each component of the Facility Assessment form. A column on the form requires initials of the person completing that section of the assessment. Table 3 lists each person by name and title
Photos	Along with each Facility Assessment photos should be included to show exterior and interior of the facility at minimum. If the facility is a parking lot please take photos of a couple angles to include access to road.