

City of Michigan City Board of Public Works and Safety Agenda Request Form

JUN 21 2024
Isabelle Galvin Ellis
Board of Works Clerk
City of Michigan City

The Board of Public Works and Safety meets on the 1st and 3rd Monday of each month at 8:30 a.m. in the City Council Chambers located in the lower level of City Hall.

In order to be placed on a Board of Works meeting agenda, Individuals, Businesses, or Organizations are required to complete and submit an **Agenda Request Form including any supporting documents.**

The deadline for submitting the completed Agenda Request Forms and supporting documents is the Wednesday before the next regular Board of Works meeting. Agenda requests must be received in the City Clerk's Office by 12:00 p.m. on the Wednesday before the scheduled board meeting. This deadline will be strictly enforced. No exceptions will be granted.

Please make sure that your contact information is accurate in case we need to get in touch with you.

A Certificate of Insurance (COI) showing a liability policy in full force and with limits of \$2,000,000.00 aggregate and naming the City of Michigan City as an additional insured for this event must be attached to your application before being placed on the meeting agenda. In addition, the (COI) must comply with any rules, regulations, and polices adopted by Board of Works.

RETURN FORM TO: Michigan City Board of Public Works & Safety
c/o: City Clerk
100 E. Michigan Blvd.
Michigan City, IN 46360

Any questions regarding this request contact City Clerk's Office 873-1410

Date Submitted: June 21, 2024 Requested Meeting Date: July 1, 2024

Name of Person Submitting Request: Robin Barzoni -Tillman

Name of Organization/Business (if applicable): Michigan City Transit Department

Address: 1801 Kentucky Street, Michigan City IN 46360

Contact Phone Number: 219-873-4862

Type of Request: Streetlight Street Closure Walk/Run
(Check One) Vendor License Block Party Parade

Other (Explain) Michigan City Transit requests, B.O.W approval of Michigan City Transit Asset Management Plan, March 2, 2024.

Date of Event: N/A Time(s) Requested for Event: N/A

Description of Request: The purpose of this TAMP is to provide a document for tracking the condition and replacement of Michigan City Transit assets. Recipients must comply with 49 CFR part 625 to ensure public transportation providers develop and implement transit asset management (TAMP) plans.

ACKNOWLEDGEMENT OF RESPONSIBILITIES:

I understand that if the Board of Public Works and Safety grants my request, the following conditions and restrictions will apply:

- 1.) It is my responsibility to provide and maintain proof of liability insurance for this event at my expense.
- 2.) It is my responsibility to provide to the Board any additional licenses, permits and documentation for the event.
- 3.) I agree to abide by all terms and conditions of the Board's policy governing walks, runs, parades or other similar events.
- 4.) I understand in consideration for approval by the Board for the use of City sidewalks/streets and/or use of City's real or personal property for my event, the undersigned agrees and undertakes to hold the Civil City of Michigan City, Indiana, free and harmless from any liability loss, damages and expenses including attorney fees, which the Civil City of Michigan City may suffer or incur as a result of any claims or actions which may be made by any person, including a participant in said activity, arising out of the approval to use the sidewalks/streets and/or the City's real or personal property indicated in Michigan City. I also understand that the closure of streets/sidewalks and/or use of City real or personal property does not exempt me or any participant from any federal, state, or local ordinance.
- 5.) In order to ensure public safety during the event barricades are required for a street closure. I understand it is my responsibility to erect the barricades prior to the event, and to dismantle them when the event concludes.
- 6.) Any violations of State law or Local Ordinances (i.e. loud music, public intoxication, or consuming alcohol on public right away) may result in the immediate termination of my permit by the Michigan City Police Department.
- 7.) I understand if my application requires the hiring of off-duty police officers, it is my responsibility to contract the required number of officers prior to the event.
- 8.) If a roadway is being closed to vehicular traffic, it is my responsibility to ensure that any property owners that are affected by the closure are notified, and that ingress and egress to their property is maintained.

I have read the above acknowledgement of responsibilities and I understand and agree to them. I also understand that this application may be denied based on any false or incomplete information.

Dated this 30 day of June 2024

Authorized Signature:

Robin Barzoni-Tillman

Printed Name:

ROBIN BARZONI-TILLMAN Phone: 219-873-4862

APPROVED BY THE BOW 05/07/2018



Michigan City Transit Asset Management Plan

Revised by Robin Barzoni – Tillman on March 2, 2024

INTRODUCTION

The purpose of this TAMP is to provide a document for tracking the condition and replacement of Michigan City Transit assets. Recipients must comply with 49 CFR part 625 to ensure public transportation providers develop and implement transit asset management (TAM) plans.

ABOUT

Michigan City Transit is a small transit agency that provides service to the residents in La Porte County Indiana. Service includes bus transportation along four fixed routes in Michigan City and one commuter route servicing Michigan City- City of La Porte - and Purdue - Northwestern University. MCT provides passenger connection with NICTD South Shoreline - South Bend to Chicago, Baron's - La Porte, Greyhound Buses - Ohio. All MCT buses are ADA accessible with lifts/ramps for easy boarding. MCT also offers ADA paratransit service. "Dial-a-Ride" to individuals who are unable to excess fixed route services. MCT receives financial assistance through FTA, Section 5307, and Indiana Department of Transportation Public Mass Transportation Fund.

The Accountable Executive is the Michigan City Transit Director, Robin Barzoni – Tillman. The manager of the TAMP is Michigan City Transit Assistance Transit Director, and Maintenance Superintendent.

VISION

Met and exceed the FTA standard with 100% State of Good Repair. Continue daily operational checks identifying defects prior to incurring costly repairs or system overhauls.

Our inspection and preventive maintenance policy # 701-System, Maintenance Program (attached #1) are utilized to identify Rolling stock inventory conditions discovering and solve problems that arise prior to requiring major repairs or overhauls to maintain a State of Good Repair. Five years of maintenance work order data is reviewed to develop a strategy plan to determine vehicle safety, potential failures of vehicle reliability, with this policy and using a default ULB of 10 years and useful life mileage, determine which revenue vehicles are in a State of Good Repair.

GOALS AND OBJECTIVES

This program will provide a quantitative way of measuring and providing current data for meeting or exceeding the FTA 80% level.

RISK MANAGEMENT / MITIGATION STRATEGY

Michigan City Transit is dependent on Federal and State funding programs for capital projects. Michigan City will explore alternative funding sources i.e., competitive grants, local partnerships, and sponsors.

ASSET ASSESSMENT

VEHICLE RATING ELEMENTS All vehicles will be provided a conditional rating (Good, Moderate and Failure) based on an assessment of vehicle systems (including drive train, suspension, HVAC, structure, lift functionality, brakes), useful life (mileage to/past useful life goal) and a review of miles between road calls. Inoperable equipment will be rated a Failure and any equipment with this rating that has not met useful life thresholds will be submitted for early retirement.

Our fleet manager/maintenance staff use their best judgment utilizing our decision tools in assessing maintenance patterns for budgetary needs in major repairs and unplanned maintenance needs.

MAINTENANCE STRATEGY

Asset Type	Maintenance Activity	Frequency	Hrs.	Investment
30 ft. > Bus	DOT Inspection	Annual	1	\$300.00
30 ft.< Bus	DOT Inspection	Annual	1	\$300.00
30 ft. > Bus	Pre-Op Inspections	Daily	.30	\$20.00
30 ft. < Bus	Pre-Op Inspections	Daily	.30	\$20.00
30 ft. > Bus	Fluid Inspection	Weekly	1	\$30.00
30 ft. < Bus	Fluid Inspection	Weekly	1	\$30.00
30 ft. > Bus	Preventive Maintenance	7,000 miles	8	\$3000.00
30 ft.< Bus	Preventive Maintenance	14,500 miles	8	\$3500.00

VEHICLE REPLACEMENT DECISION

1. Vehicle deemed operable will be scheduled for replacement. Inoperable vehicles will be given priority.
2. Revenue vehicles will take priority over service vehicles. Among revenue vehicles, fixed route vehicles will take priority.
3. Useful life replacement schedule. (Replacement year)

INVESTMENT PRIORITY

Vehicle Priority: Per the above, Michigan City Transit places priority on fleet investment in the following manner:

1. Service type (revenue over service; fixed route and paratransit)
2. Conditional assessment
3. Achievement of useful life benchmark

DISPOSAL STRATEGY

Rolling Stock - Buses at the end of their service life, both in years and miles will be disposed of through sealed bids and awarded governed by Michigan City Board of Public Works and Safety. Any vehicle having a fair market value of less than \$5,000.00 will be re-invested in an eligible FTA project, any vehicle that is sold for more than \$5,000.00, Michigan City would request the net sale proceeds to be re-invested in eligible FTA funded projects in accordance with the applicable guidance and provisions outlined in FTA Circular 5010.ID.

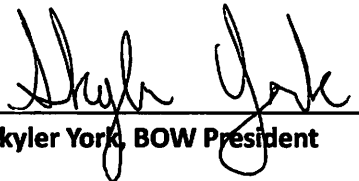
MICHIGAN CITY TRANSIT ASSET MANAGEMENT INVENTORY

Asset Unit Name	Asset Class	Asset category	Make	Model	Serial No.	Age (Yrs)	Condition Rate	Replacement Cost / Value	Funding	Asset Owner	ULB Years	Current Miles	Target Miles	Miles %	Replacement Year
Rolling Stock															
46	30 ft.< CU Bus	Rolling Stock	Freightliner	Glaval Legacy	GF7275	7	Moderate	200,000.00	Flex - 5307	MC Transit	10	269234	250000	107%	2024
52	30 ft.< CU Bus	Rolling Stock	Freightliner	Glaval Legacy	HR6227	6	Moderate	200,000.00	Flex - 5307	MC Transit	10	202941	250000	81%	2024
54	30 ft.< CU Bus	Rolling Stock	Freightliner	Glaval Legacy	ID7174	6	Moderate	200,000.00	Flex - 5307	MC Transit	10	239573	250000	96%	2025
56	30 ft.< CU Bus	Rolling Stock	Freightliner	Glaval Legacy	HZ6168	6	Moderate	200,000.00	Flex - 5307	MC Transit	10	207786	250000	83%	2025
58	30 ft.< CU Bus	Rolling Stock	Freightliner	Glaval Legacy	MK3604	4	Good	200,000.00	Flex - 5307	MC Transit	10	166672	250000	67%	2026
60	30	Rolling	Freightliner	Glaval	MK3606	4	Good	200,000.00	Flex -	MC	10	153520	250000	61%	2026

	ft.< CU Bus	Stock		Legacy					5307	Transit					
62	30 ft.< CU Bus	Rolling Stock	Freightliner	Glaval Legacy	MK3605	4	Good	200,000.00	Flex - 5307	MC Transit	10	118957	250000	48%	2027
39	30 ft.> CU Bus	Rolling Stock	Chevrolet	Glaval Titan II	201300	8	Moderate	150,000.00	Flex - 5307	MC Transit	10	129206	150000	86%	2024
41	30 ft.> CU Bus	Rolling Stock	Chevrolet	Glaval Titan II	201584	8	Moderate	150,000.00	Flex - 5307	MC Transit	10	114950	150000	77%	2024
43	30 ft.> CU Bus	Rolling Stock	Ford	Glaval Univers al	C65594	3	Good	150,000.00	Flex - 5307	MC Transit	10	53110	150000	35%	2025
Equipment															
Blue Car		Non - Revenue	Chrysler	Sebring	269373	16	Moderate	25,000.00	ARRA	MC Transit					2025
Van		Non - Revenue	Dodge	Grand Caravan	109599	6	Good	30,000.00	Donated	City of MC					2028
															TBD
Facilities - Bus Shelters															
#	Location		Shelter Type		ADA Compliant		Condition		Year Installed		Note		Own by City		
1	4 th Street and Franklin Street		Basic /Plexi Glass		Yes		Old /Fair		B-2008				Yes		
2	9 th Street and Pine Street		Basic /Plexi Glass		Yes		Old /Fair		B-2008				Yes		
3	6 th Street and Michigan Blvd.		Basic /Plexi Glass		Yes		Old /Fair		B-2008				Yes		
4	Michigan Blvd. and Grace Street		Basic /Plexi Glass		Yes		Old / Fair		B-2008				Yes		
5	Karwick Road and Merrihill Dr.		Basic /Plexi Glass		Yes		Old / Fair		B-2008				Yes		
6	Pahs Road (MC High School)		Basic /Plexi Glass		Yes		Good		2015				Yes		
7	Franklin St. and Southwood Dr. (Mc Donald's)		Basic /Plexi Glass		Yes		Good		2018				No		
8	Franklin St. and Barker Ave. (Walgreens)		Basic /Perforated		Yes		New / Excellent		2023				Yes		
9	Franklin Ave. and Barker Ave. (Save Gas Station)		Basic /Perforated		Yes		New / Excellent		2023				Yes		

10	Salem Court (Woodlad East Apt.)	Basic /Plexi Glass	Yes	Fair	2010			Yes		
11	Franklin Str. and Pytynia Pkwy (Ames Field)	Basic /Perforated	Yes	New / Excellent	2023		RDC - owned	Yes		
12	Franklin St. and Greenwood Ave. (Dairy Queen)	Basic /Perforated	Yes	New / Excellent	2023		RDC - owned	Yes		
13	Franklin Street and Barker Rd. (Al's Supermarket)	Basic /Perforated	Yes	New / Excellent	2023		RDC - owned	Yes		
14	Franklin St. and Barker Rd. (O'Reilly's)	Basic /Perforated	Yes	New / Excellent	2023		RDC - owned	Yes		
15	Franklin Street and Alfred Ave.	Basic /Perforated	Yes	New / Excellent	2023		RDC - owned	Yes		
16	Franklin St. and St. Johns Rd	Basic /Perforated	Yes	New / Excellent	2023		RDC - owned	Yes		
17	Michigan Blvd and 7 th St (Housing Authority)	Basic /Perforated	Yes	New / Excellent	2023		RDC - owned	Yes		
18	Woodland Ave. and Barker Rd.	Basic /Perforated	Yes	New / Excellent	2023		RDC - owned	Yes		
19	Westwind Dr. (Triangle Liquors)	Basic /Plexi Glass	Yes	Fair	2010			Yes		

The Michigan City Board of Public Works and Safety approved the Michigan City Transit Asset Management Plan on July 1, 2024.


 Skyler York, BOW President

7/8/24
 Date