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*Serious drought.
Help save water!*

January 11, 2017

To: Transit Providers, RTPA's and MPO's:

On October 26, 2016 the California Department of Transportation Division of Rail and Mass Transportation (DRMT) sent out this letter: http://www.dot.ca.gov/hq/MassTrans/Docs-Pdfs/5311/TAM%20-2017/tam-rtpa-mpo.iInstructional_102416.pdf to prompt transit agencies to begin local discussions for their engagement in the Federal Transit Administration's (FTA) Transit Asset Management (TAM) Rule. At this time, the DRMT would like to provide further guidance and describe expectations for the smaller (Tier II) FTA Section 5311 transit providers – those that do not receive any 5307 funds and help these agencies get their TAM Plan initiated. Our expectations are:

1. All 5311 subrecipients must identify an Accountable TAM Executive. Your agency will identify this person in the DRMT's Electronic Grants Management Database – BlackCat in the near future. The Accountable Executive is the agency's executive responsible for carrying out asset management practices in accordance with 49 U.S.C. 5326 Transit Asset Management.
2. Useful Life Benchmarks (ULB's) must be established so that Targets can be set for each asset class that a 5311 subrecipient agency owns/operates. ULB's should reflect local/regional operating conditions and maintenance capabilities so that proper asset replacement ensures State of Good Repair, Performance, and Safety. Work to establish ULBs and Targets must begin now, but Targets will not be collected or reported in the National Transit Database (NTD) by Caltrans DRMT for 5311 subrecipients until **January 1, 2018**.
3. Every California FTA Section 5311 subrecipient (Tier II Provider) must use their ULB's and Targets to either 1) develop their own TAM Plan; 2) participate in a Group TAM Plan that DRMT will to sponsor; or 3) participate in a single local/regionally based Group TAM Plan that a subrecipient develops for themselves and at least one other Tier II provider. Caltrans DRMT is required to establish generic ULB's and Targets for those Tier II providers that choose to participate in DRMT's Group TAM Plan. We will use the default ULB's identified in FTA's ULB cheat sheet located here:

<https://cms.fta.dot.gov/TAM/ULBcheatsheet>.

However, the use of generic ULB's may result in Targets that are not necessarily accurate asset replacement timeframes for your agency's unique operating environment. For this

reason, it is strongly recommended that each agency establish their own ULB's for the assets that they operate. After your agency has established its ULB's, the table on the next page can be used to help your agency establish Targets.

Assets: Only those for which agency has direct capital responsibility	Performance Measure	Estimated Current %	Target for Next Year
Equipment: Non-revenue support-service and maintenance vehicles	Percentage of vehicles met or exceeded Useful Life Benchmark	10%	5%
Rolling Stock: Revenue vehicles by mode	Percentage of vehicles met or exceeded Useful Life Benchmark	15%	10%
Infrastructure: Only rail fixed-guideway, track, signals and systems	Percentage of track segments with performance restrictions	8%	7%
Facilities: Maintenance and administrative facilities, passenger stations and parking facilities	Percentage of assets with condition rating below 3.0 on FTA TERM scale	12%	11%

- Once your agency has established ULB's and set its Targets, you are ready to develop your TAM Plan. The DRMT is recommending 5311 subrecipient agencies use the FTA's TAM Plan Template for small operators regardless of whether or not your agency decides to: 1) develop its own TAM Plan; 2) participate in the Group TAM Plan that DRMT will sponsor; or 3) participate in a single local/regionally based Group TAM Plan that a subrecipient develops for themselves and at least one other Tier II provider. FTA's TAM Plan Template can be located here:

<https://cms.fta.dot.gov/TAM/resources/tools>

Important: TAM Plans will be a planning tool that the FTA, Caltrans, and RTPA's use to help guide transit funding decisions in the future. TAM Plans will need to be updated every four years and should coincide with the Statewide, Metropolitan and Nonmetropolitan Transportation Planning, and Programming process so that transportation stakeholders can better define the State Transportation Improvement Program/Federal Transportation Improvement Program priorities and assess investment decisions. For these reasons, the DRMT is encouraging transit providers and Regional Transportation Planning Agencies (RTPA) to consider the idea of participating in a single local/regionally based Group TAM Plan that a subrecipient develops for themselves and at least one other Tier II provider and begin TAM coordination activities over the next two regional planning cycles. Work Elements established in Overall Work Programs for this coordination are eligible planning activities. RTPA's should help facilitate discussions about

this point among the transit providers in their region, and are encouraged to do so. However, it is ultimately each 5311 subrecipients responsibility to ensure their agency completes a TAM Plan. All 5311 subrecipients are being asked to complete this Survey Monkey by January 30, 2017 **if they have not already done so.** <https://www.surveymonkey.com/r/5RK88LL>. Data collected from this Survey will help the DRMT determine how Tier II transit providers plan to proceed, and what questions still need to be answered.

Training and Technical Assistance

The Caltrans Federal Transit Grants Office is continuing its participation in a National Rural Transit Assistance Program dialogue with other states to define best TAM practices. Information from this dialogue will be presented by the FTA during a webinar on Thursday, January 19, 2017, at 11:30 am Pacific Standard Time. You may register for this webinar here:

<https://attendee.gotowebinar.com/register/5404896076419348993>

The Federal Transit Grants Office is also working with the California Association for Coordination Transportation (CalACT) to develop training and technical assistance for rural TAM. We anticipate:

- An open dialogue TAM session at the Spring CalACT Conference & EXPO April 24-27, 2017.
- Presenting information about FTA's TAM system and how it can be administered at the next Rural Counties Task Force meeting on January 13, 2017.

In the meantime, the DRMT is asking transit agencies to begin TAM discussions so that ULB's for setting TAM Targets can be completed soon in California.

If you have any questions about this letter or FTA's new Transit Asset Management Program, please contact me at (916) 654-8655 or Brian Travis at (916) 654-9842.

Sincerely,



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