



EVERETT TRANSIT

2017

Transit Development Plan 2017 – 2022 and 2016 Annual Report



Public Hearing at
Everett City Council

Sept. 6, 2017

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Section I: Organization

Everett Transit is a municipally owned and operated transit system.

Department: Transportation Services
 Divisions: Transit and Motor Vehicles
 Transit Sections: Administration, Transportation Services, Finance, Everett Station

The Mayor is the Chief Executive Officer of the City of Everett. The Transportation Services Director is part of the Mayor’s senior management team.

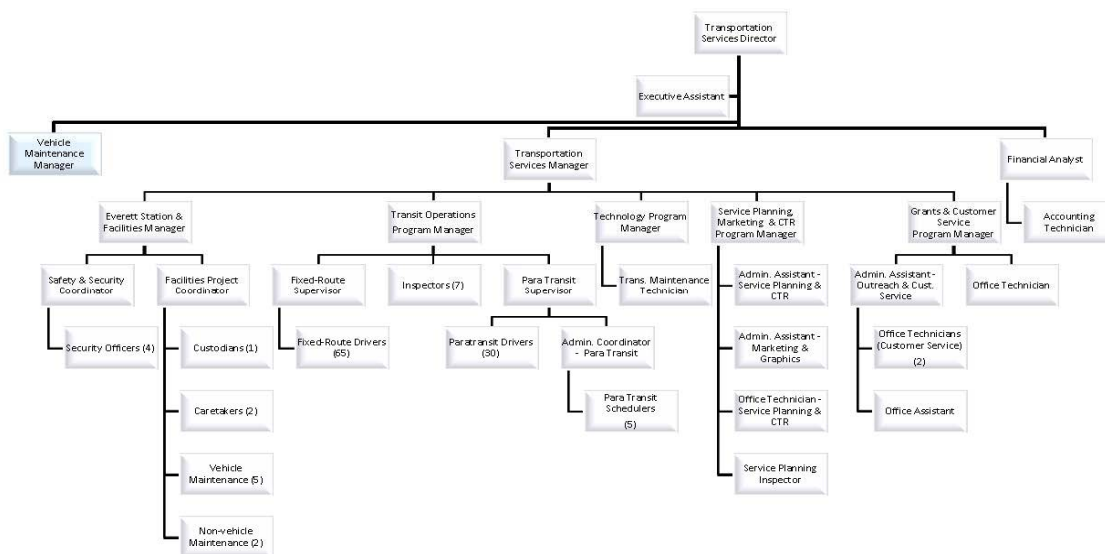
The Transportation Services section encompasses daily operations and support functions to daily operations. It also includes other services to external customers such as the administration of the state-mandated Commute Trip Reduction (CTR) program.

The Everett Municipal Code gives the Mayor the authority to modify service and adjust schedules. The Everett City Council has the authority to establish fares and recommend tax rates, subject to voter approval.

As of January 2017, the Transit Division employed 146 full-time equivalents allocated to the following sections:

Fixed-Route: 100
 Demand Response: 37
 Everett Station: 9

The Organization Chart below depicts the staffing levels and distribution for Everett Transit as of January 2016.



Section II: Physical Plant

Everett Transit (ET) has the following office and facility locations:

Administrative Offices

3201 Smith Ave., Suite 215
Everett, WA 98201

Maintenance Facilities

3227 Cedar St.
Everett, WA 98201

North Operations Base

2911 California Ave.
Everett, WA 98201

3225 Cedar Street
Everett, WA 98201

Everett Station

3201 Smith Ave.
Everett, WA 98201

College Station

2200 Tower St.
Everett, WA 98201

Mall Station

1330 SE Everett Mall Way
Everett, WA 98204

In addition to the administrative and maintenance facilities, Everett Transit owns and administers a regional multi-modal transportation and employment service center known as Everett Station. Please reference the appendix for a list of Everett Transit’s equipment, facilities, and revenue vehicles.

Section III: Service Characteristics

As of December 31, 2016, Everett Transit provided fixed-route service on eleven routes and corresponding paratransit service. The major route layover/destination areas are near the Everett Community College in North Everett, Everett Station, the Central Business District, and the Everett Mall in South Everett. Reference the appendix to view a system map depicting the entire Everett Transit service area.

Most regular routes operate seven days per week and on holidays. Weekday service includes the Boeing Plant, the business parks, and the Mukilteo Ferry. System headways vary between 15 and 60 minutes on weekdays, 20 and 60 minutes on Saturday, and 30 and 60 minutes on Sunday. The span of service is generally from 4:30 a.m. to 11:30 p.m. on weekdays and from 7 a.m. to 10 p.m. on Saturdays and Sundays.

Everett Transit Fare Structure per Boarding (effective January 1, 2016):

Fixed-route, Full Fare	\$1.00
Fixed-route, Youth (6-18).....	\$0.75
Fixed-route, Regional Reduced Fare Permit (RRFP).....	\$0.25
Para Transit, ADA or age 65 and over (Demand Responsive Service).....	\$1.00

Note: Fixed-route commuter fare is applicable to ET Route 70, and is equal to Community Transit’s local fare: Adult (19-64) \$2.25; Youth (6-18) \$1.50; RRFP \$1.

Everett Transit Fares for Monthly Passes and Ticket Books:

- ORCA cards may be used to load monthly passes and/or dollar value for fare payment. The cost of monthly PugetPasses associated with the ET fares are: Full Fare \$36; Youth \$27; an ET –only monthly pass is available for RRFH holders for \$9.
- Fixed-route ticket books are available only to social services agencies for either youth or full fare.
- Paratransit ticket books and monthly passes are available to eligible customers for use on ET paratransit vans, but are also accepted on ET fixed-route buses.

Section IV: Service Connections

Everett Transit provides service to the following major destinations/areas:

- Everett Community College
- Everett Mall
- Naval Station Everett
- Boeing Everett Plant
- Everett Station (Park and Ride, WorkSource, Amtrak, Greyhound and regional transit connections)
- Everett Central Business District
- Everett Clinic
- Mukilteo Ferry Dock
- Providence Hospitals
- Everett Public Libraries
- Everett Group Health Cooperative
- Eastmont Park and Ride
- Keiser Permanente Medical Center
- South Everett Freeway Station
- Mariner Park and Ride
- Social Security Office
- Everett Marina
- Silver Lake Park
- Forest Park
- Legion Park
- Cascade High School
- Everett High School
- Sequoia High School
- Everett Gospel Mission
- Snohomish County Complex
- Merrill Creek/Hardeson Business Area
- The Carl Gipson Senior Center of Everett
- WA State DSHS/Employment Security

Numerous common bus stops are shared with Sound Transit, the regional system, and Community Transit, the countywide system, within our city limits. ET also connects in Mukilteo with the Washington State Ferry (WSF) system’s service between Mukilteo and Clinton.

Section V: Activities in 2016

Several major activities were continued in 2016. At the regional level, staff time was dedicated to the coordination of activities with Sound Transit’s regional express transit service, Community Transit’s *Swift* (BRT) and local service, and with regional paratransit service providers. Resources were committed to numerous interagency committees on planning, fares, marketing, accessibility, and customer service issues for the bus routes connecting Everett with the Puget Sound region.

Continued customer access to real-time information through the Everett Transit Arrivals (ETA) program, and promoted the use of the system. The system is accessible by texting or calling in

the automated system. In 2016, we had close to 90,000 texts (an increase of approximately 7,000 from 2015), and close to 409,000 calls (an increase of more than 147,000 from 2015).

The August 2016 service change included the restructuring of three routes (4, 5 & 17) to improve the consistency of service in North Everett, and also the realignment of two routes (7 & 29) to improve timing efficiency of service. The initial outreach process for the service proposal was conducted in the spring, with a final plan in early summer. The final plan also included the addition of Saturday service on Route 2, and added evening trips on the new routes in North Everett.

Continued participation in the Washington State Department of Transportation EIS, site selection, and pre-design of the Mukilteo Multi-modal station. This multi-agency effort will lead to significantly improved bus, ferry, and train connections within the City of Mukilteo.

Testing and validation of all Integrated Transit Technology systems, on fixed-route and paratransit vehicles, continued in 2016. These systems included automatic passenger counters, automatic stop announcements, automatic vehicle locators, and mobile data terminals. The certification of the system for reporting passenger counts using the RidecheckPlus software was accepted by the National Transit Database (NTD) for federal reporting in the fall of 2016.

WSDOT funding continued for the Everett in Motion project. The community-based trip reduction program is complementing the existing Commute Trip Reduction program, and was launched late 2015. From its launch through the end of 2016, the program had more than 900 participants who logged eligible trips, and more than 1,500 total registrants. Its activities include an incentive program administered through RideshareOnline.com, advertising, staff participation in community events, and local partnerships with businesses to promote non-drive alone trips. In 2016, there were more than seven million non-drive alone miles logged in the system, with savings exceeding four million pounds of carbon dioxide and more than two hundred thousand gallons of gasoline.

Attended two Disadvantaged Business Enterprise (DBE) Outreach events.

Selected a consultant and entered into a professional services agreement for the development of the Everett Transit Long Range Plan, to be completed by spring 2018.

Purchased three replacement paratransit vehicles.

Section VI: Proposed Action Strategies, 2017- 2022

For the 2017-2022 time period, the following action strategies will be pursued to meet the five State Policy Objectives listed below.

1) Preserve and improve existing public transportation service levels.

a) Continue implementing strategic service adjustments.

- i) Monitor and modify, as necessary, during the short-term, fixed-route service to optimize service effectiveness and to operate within budget.
- ii) Eliminate daily boarding counts on fixed-route service and institute supplemental monitoring measures. The counts continued through part of 2017 in order to assess the information gathered through the new automated passenger counting system and the production of certified reports.
- iii) Evaluate performance indicators and institute appropriate modifications to the system to achieve established goals of service effectiveness and cost efficiency.
- iv) Utilize public comments and information from public meetings to develop route and schedule changes.
- v) Use the certified methodology in using the integrated technology systems (automatic passenger counters and automatic vehicle locators) on all fixed-route vehicles in reporting.
- vi) Continue coordination with Community Transit for both local and *Swift* (BRT) services.

b) Improve fixed-route effectiveness by increasing boardings-per-revenue-hour.

- i) Through the use of transit's boarding count database, identify those trips that have boardings that are below the system's average boardings-per-revenue-hour.
- ii) Evaluate those trips that are below the system's average boardings-per-revenue-hour. Consider deleting or modifying those trips as appropriate.
- iii) Increase service to meet the demand on the routes/trips that have the potential to exceed the system's average boardings-per-revenue-hour.
- iv) Develop target-marketing strategies based on ridership surveys that identify service enhancements or improvements in the delivery of service.

c) Improve customer information.

- i) Continue interagency schedule coordination, develop and update transit schedule booklets, and create timely information materials to improve communications with our customers.
- ii) Monitor and adjust how customer information is delivered with the computerization of telephone-assisted information services and the periodic updating of the established Everett Transit website.
- iii) Continue to evaluate and modify the tracking and response system for customer comments.
- iv) Continue outreach to support non-English speaking customers through ET's Limited English Proficiency Plan.
- v) Maintain website and continue to improve online customer experience, continue social media updates for event updates and rider alerts.
- vi) Increase the number of schedule holders at bus stops using a new standard of boarding counts that would warrant the installation of a holder.

d) Increase community, customer, and employee involvement in the transit planning process.

- i) Solicit customer input through public meetings, customer surveys, and transit fairs at employment sites affected by City's Commute Trip Reduction Ordinance. Annual outreach events include Elder Fair, National Night Out, various job fairs, multicultural job fairs, Everett Naval Station Fleet and Family Support Center and Children & Youth Mental Awareness Fair. Nearly 80% of our annual events include minority and low income populations.
- ii) Utilize the Voices of Everett Transit (VET) customer comment database to assist in assessing customer requests for service.
- iii) Provide briefings and transit updates to civic and community organizations and to neighborhood associations throughout the year regarding service changes or projects, and upon request.
- iv) Continue to evaluate each customer request for service in a timely and fair manner.

e) Implement recommendations for continued service and routing enhancements through downtown Everett.

- i) Maintain a public process for public comments on potential impacts to service in the downtown service area and take into consideration service provided by Everett Transit, Community Transit, and the regional service of Sound Transit.
- ii) Continue coordination and planning efforts with the Port of Everett for public transportation elements of the North Marina redevelopment project including transportation links to downtown and Everett Station.
- iii) Plan and coordinate expansion of connecting service to the Riverfront development.
- iv) Participate in planning effort for the Washington State University developments next to the Everett Community College campus.

f) Continue to utilize the City's GIS services for transit facility improvements planning.

- i) Expand the use of a GIS database to track bus stops, facilities, and amenities for maintenance purposes.
- ii) Create and identify mapping layers to be used in: 1) delineating bus service on existing roadways; 2) bus stops and facilities/amenities; and 3) referencing of bus routes in the City for the purpose of land use permitting, roadway impacts, and other related activities.

2) Preserve existing public transportation facilities and equipment.

- a) Continue to use preventive maintenance in order to keep equipment and facilities in optimal condition.

- b) Replace aging fleet as funds become available. Between 2017 and 2022 approximately 22 fixed-route vehicles and approximately 20 paratransit vehicles are due for replacement.
- c) Continue to replace and add shelters, benches, and trash receptacles as funds become available. In 2017, purchase 20 new shelters for replacement of old shelters.
- d) Continue work on the N Broadway Transit Improvement Project. This will include realigning several stops with newly constructed bus bulbs. As part of the project, 24 new shelters will be installed along the Broadway corridor in 2018.
- e) Purchase land, design and develop new fixed-route and paratransit operating base to accommodate future growth, including electric vehicle operations.
- f) Begin introducing electric vehicles to fixed-route fleet in 2018.
- g) Develop Transit Asset Management Plan (TAM), due in September 2018.

3) Integrate public transportation services into a coordinated system linked by inter-modal facilities.

Continue support of the multi-modal transportation center at Everett Station, including the direct management of Station's operations, maintenance and security, and continue coordination of transit, intercity bus, and rail services.

4) Public transportation providers will continue to meet ADA and state barrier-free design regulations and improve mobility for the special needs population.

- a) Continue to meet all the requirements of the ADA as it applies to fixed-route and paratransit services.
- b) Maintain partnership with Community Transit in processing paratransit eligibility applications.
- c) Provide all customer materials including schedule books and information brochures in alternative formats upon request.
- d) Ensure all capital facilities and telecommunication equipment will meet ADA requirements.
- e) Develop ADA Transition plan/transportation element. Facilities plan is scheduled for completion in the first quarter of 2018.

5) Improve and develop urban public transportation services, facilities, and programs, including as options high capacity transit (HCT), high occupancy vehicle (HOV) lanes, and transportation demand management (TDM), to respond to growth and to meet local and regional economic development, congestion, energy and clean air objectives.

Everett Transit continues to work with other Puget Sound transportation agencies in implementing and updating smart card technology for fare payment, and funding additional CTR efforts for employers implementing innovative trip reduction measures.

a) Continue implementation of the State's Commute Trip Reduction (CTR) Law.

- i) Evaluate and recommend modifications to affected employers’ programs based on survey results, program reviews, and site visits.
- ii) Continue to support affected employers’ efforts to reduce single occupant vehicle (SOV) commute trips and vehicle miles traveled by employees. Coordinate program efforts with WSDOT, Snohomish County, and Community Transit.
- iii) As needed, update the City’s existing CTR ordinance to reflect changes in state law and continue to participate in local, regional, and state efforts for training.
- iv) Pursue grant opportunities that allow for the expansion of TDM measures in the City.
- v) Use grant funding to continue and promote Everett in Motion, a community-based trip reduction program, which provides incentives and information in order to reduce the number of all SOV trips in Everett.

b) Increase participation in the City’s CTR program (MOVE).

- i) Continue to promote the use of alternative modes of commuting by City employees.
- ii) Continue to implement the expansion of the MOVE program with a series of new transportation demand management promotional measures.
- iii) Update and distribute the MOVE program brochure to all City employees. Expand the MOVE program with additional marketing and promotions to targeted groups of employees that will increase the use of alternative modes of commuting.

Section VII: Proposed Changes, 2017-2022

2017	
SERVICES	Increase fixed-route service by 832 revenue hours over 2016 levels. Increase paratransit service by 140 revenue hours over 2016 levels.
FACILITIES	Complete engineering and design for the N Broadway Transit Improvement project. Everett Station Preventative Maintenance: Brick Restoration project, resurface and restriping of parking lots, HVAC repair, replace glass in 19 bus shelters. Everett Station camera system upgrades. Everett Station Preventive Maintenance: CCTV Replacement/upgrade.
EQUIPMENT	Next Generation ORCA project – participate in region’s development of concept of operations and scope of work for RFP. (cost share with region)
2018	
SERVICES	No change in fixed-route service revenue hours. Increase paratransit service by 486 revenue hours over 2017 levels.
FACILITIES	Everett Station Preventative Maintenance: building access management system (security). Complete construction of N. Broadway Transit Improvement project. Install Electric Bus charging station system. Expansion Operations Base environmental and design.
EQUIPMENT	Replace 4 fixed-route buses with electric buses. Replace 3 paratransit vans. Next Generation ORCA project – region will award the contract to the ngORCA System Integrator and complete system design. (cost share with region)
2019	
SERVICES	No change in fixed-route service revenue hours. Increase paratransit service by 491 revenue hours over 2018 levels.

FACILITIES	Construction of Expansion Operations Base and transition paratransit fleet to the new site.
EQUIPMENT	Replace 4 fixed-route buses with rebuilt buses. Expand fixed-route fleet by 3 electric buses. Replace and upgrade of on-board ITS system.
2020	
SERVICES	No change in fixed-route service revenue hours. Increase paratransit service by 496 revenue hours over 2019 levels.
FACILITIES	No change.
EQUIPMENT	Replace 4 fixed-route buses with electric buses. Replace 3 fixed-route buses with rebuilt buses. Safety and Security Enhancements. Replace and upgrade of on-board ITS system.
2021	
SERVICES	No change in fixed-route service revenue hours. Increase paratransit service by 501 revenue hours over 2020 levels.
FACILITIES	No change.
EQUIPMENT	No change.
2022	
SERVICES	No change in fixed-route service revenue hours. Increase paratransit service by 506 revenue hours over 2021 levels.
FACILITIES	No change.
EQUIPMENT	No change.

Section VIII: Capital Improvement Program, 2017-2022

Preservation	2017	2018	2019	2020	2021	2022
Maintenance Equipment						
Paratransit Vehicles		318,415				400,000
Transit Buses		4,060,000	1,460,564	5,131,505	1,800,000	1,800,000
Transit Centers	519,654	198,699	33,623	33,623		
Operations Center	20,000					
Transit Shelters						
Technology Upgrades	365,810		750,000	750,000		
Long Range Plan	200,000	50,000				
Support Equipment						
Improvement						
Maintenance Equipment						
Paratransit Vehicles						
Transit Buses			3,600,000			
Park & Ride Expansion		750,000				
Transit Shelters (N Broadway Transit Improvement Project)	71,890	2,900,000				
Parking Garage						
Expansion Operations Base	4,000,000	448,735	2,000,000	5,000,000	5,000,000	5,000,000
ngORCA	27,107	90,000	289,395	447,443	475,914	431,157
Total Capital Expense	5,204,461	8,815,849	8,133,582	11,362,571	7,275,914	7,631,157
Shaded areas represent currently unfunded plans, not included in Section X.						

Section IX: Operating Data 2016-2022

Fixed Route Services	2016	2017	2018	2019	2020	2021	2022
Revenue Vehicle Hours	103,589	104,421	104,421	104,421	104,421	104,421	104,421
Total Vehicle Hours	111,223	111,840	111,840	111,840	111,840	111,840	111,840
Revenue Vehicle Miles	1,239,254	1,245,743	1,245,743	1,245,743	1,245,743	1,245,743	1,245,743
Total Vehicle Miles	1,421,728	1,416,626	1,416,626	1,416,626	1,416,626	1,416,626	1,416,626
Passenger Trips	1,948,785	2,022,666	2,022,666	2,022,666	2,022,666	2,022,666	2,022,666
Fatalities	0	-	-	-	-	-	-
Reportable Injuries	4	-	-	-	-	-	-
Collisions	1	-	-	-	-	-	-
Diesel Fuel Consumed (gallons)	307,976	320,378	320,378	320,378	320,378	320,378	320,378
Demand Response Services	2016	2017	2018	2019	2020	2021	2022
Revenue Vehicle Hours	48,123	48,604	49,090	49,581	50,077	50,578	51,084
Total Vehicle Hours	52,019	52,539	53,065	53,595	54,131	54,672	55,219
Revenue Vehicle Miles	563,880	569,519	575,214	580,966	586,776	592,644	598,570
Total Vehicle Miles	63,030	63,660	64,297	64,940	65,589	66,245	66,908
Passenger Trips	118,357	119,541	120,736	121,943	123,163	124,394	125,638
Fatalities	0	-	-	-	-	-	-
Reportable Injuries	2	-	-	-	-	-	-
Collisions	0	-	-	-	-	-	-
Gasoline & Diesel Fuel Consumed (gallons)	122,543	123,768	125,006	126,256	127,519	128,794	130,082

Section X: Operating and Capital Revenue and Expenditures 2016-2022

Beginning Working Capital 01-01-2016							
Operating Revenue and Expenditures	2016	2017	2018	2019	2020	2021	2022
	Actuals	Budgeted	Estimated	Estimated	Estimated	Estimated	Estimated
Beginning Balance - January 1,	8,986,653	10,564,423	5,501,268	5,050,413	3,987,105	2,271,843	2,167,250
Revenues							
Sales Tax (1)	18,960,466	19,128,623	19,759,868	20,095,785	20,397,222	20,703,180	21,013,728
Farebox (2)	1,391,585	1,500,408	1,344,630	1,344,630	1,344,630	1,344,630	1,344,630
Sales Tax Mitigation (3)	235,052	115,526	153,000	469,000	584,000	633,000	687,000
FTA Preventive Maintenance (4)	628,276	905,657	990,448	1,197,679	1,200,000	1,200,000	1,200,000
Federal Operating Grants	-	109,214	262,940	35,990	-	-	-
State Operating Grants (5)	616,134	628,791	716,621	358,310	358,310	358,310	358,310
Everett Station (3)	1,161,906	1,197,078	1,110,255	1,110,255	1,110,255	1,110,255	1,110,255
Other(3)	408,951	195,669	179,780	179,780	179,780	179,780	179,780
Total Operating Revenues	23,402,370	23,780,966	24,517,542	24,791,429	25,174,197	25,529,155	25,893,703
Expenditures							
Fixed Route-P&M (A)	12,313,485	13,626,695	13,899,229	14,177,214	14,460,758	14,749,973	15,044,972
SWIFT BRT Tax Share (B)	1,580,925	1,594,052	1,646,656	1,674,649	1,699,769	1,725,265	1,751,144
Paratransit ADA-P&M (A)	4,368,887	4,703,860	4,797,937	4,893,896	4,991,774	5,091,609	5,193,442
Everett Station (C)	1,560,520	1,686,498	1,720,228	1,754,633	1,789,725	1,825,520	1,862,030
Administrative Expense (C)	2,000,784	2,133,016	2,154,346	2,154,346	2,197,433	2,241,382	2,286,209
Transfer to Capital Reserve (D)	-	5,100,000	750,000	1,200,000	1,750,000	-	-
Total Expenses	21,824,600	28,844,121	24,968,396	25,854,738	26,889,459	25,633,749	26,137,797
Ending Balance - December 31,	10,564,423	5,501,268	5,050,413	3,987,105	2,271,843	2,167,250	1,923,156
Capital Revenue and Expenditures	2016	2017	2018	2019	2020	2021	2022
Beginning Balance - January 1,	605,396	79,713	47,142	42,281	58,542	25,517	25,517
Capital Revenue							
Federal Sec.5307 Grants	-	-	158,958	26,898	26,898	-	-
Federal Sec.5339 Grants	-	-	4,252,029	1,253,550	4,105,204	-	-
FTA Formula Grants	-	-	-	-	-	-	-
State Capital Grant - WSDOT	28,109	71,890	3,650,000	3,380,000	-	-	-
Transfer From Operating Reserve	-	5,100,000	750,000	1,200,000	1,750,000	-	-
Sale of assets	-	-	-	-	-	-	-
Total Available	28,109	5,171,890	8,810,987	5,860,448	5,882,102	-	-
Expenditures							
System P&M (Provide Detail)							
Fixed Route Replacement Buses	-	-	4,060,000	1,460,564	5,131,505	-	-
Paratransit Fleet Replacement	261,649	-	318,415	-	-	-	-
Operations Base Roof Repair	-	20,000	-	-	-	-	-
Bus Stop Improvements (incl. N Broadway)	28,110	171,890	2,900,000	-	-	-	-
Support Vehicle Replacement	-	-	-	-	-	-	-
Camera Equipment Upgrade Evt Stn	-	200,000	-	-	-	-	-
DAC - ORCA	15,350	-	-	-	-	-	-
Computer & Techn Upgrades/Capital	-	65,810	-	750,000	750,000	-	-
Transit Long Range Plan	-	200,000	50,000	-	-	-	-
Farebox Vault Replacement	-	-	-	-	-	-	-
Evt Stn PM	-	-	33,623	33,623	33,623	-	-
Evt Stn Parking Lots	-	-	86,603	-	-	-	-
Evt Stn Water Heating System	-	-	78,473	-	-	-	-
Tenant Improvements	5,838	-	-	-	-	-	-
Administration Fleet Replacement	24,865	-	-	-	-	-	-
Everett Station Repair	33,530	519,654	-	-	-	-	-
System Expansion (Provide Detail)							
Fixed Route Fleet Expansion - Electric	-	-	-	3,600,000	-	-	-
Operations Base - Environmental/Design	-	-	448,735	-	-	-	-
Operations Base - Land	184,450	4,000,000	-	-	-	-	-
NgORCA Upgrade	-	27,107	90,000	-	-	-	-
Park & Ride Expansion	-	-	750,000	-	-	-	-
Total Capital Obligations	553,792	5,204,461	8,815,849	5,844,187	5,915,128	-	-
Ending Balance - December 31,	79,713	47,142	42,281	58,542	25,517	25,517	25,517

TDP 2017 – SECTION X FOOTNOTES

- (1) Sales tax revenue is right on track for the 2017 budget. Projected growth from 2018 to 2022 ranges from 3.3% in 2018, to 1.7% in 2019, to 1.5% for 2020-2022.
- (2) Farebox actual revenues have continued to decrease over the past few years; therefore, 2018 projections are decreased and remain flat through 2022.
- (3) EHB 2163, Washington State 2017-2019 budget, eliminated streamlined sales tax for transit agencies as of July 1, 2017. It also established internet sales tax, effective January 1, 2018. Projections for internet sales tax 2018-2022 are provided by Washington State OFM.
- (4) The application of FTA formula grant funds is included in FTA preventive maintenance for the years 2020-2022 since no particular capital purchases have been identified as of this report.
- (5) There is a significant growth in State operating grants for 2016 – 2018 due to Everett In Motion. Projections for 2019-2022 return to pre-program levels.

(A) Costs are expected to grow at an average rate of 2% per year through 2022.

(B) Everett Transit and Community Transit entered into an interlocal agreement from December 2007 through December 2022 to share sales and use tax at 0.005% of sales and use activity in the City of Everett. This tax share therefore fluctuates according to sales and use activity as projected in sales tax (1).

(C) Administrative expenses include Everett In Motion in 2016-2019. Growth is expected to be at an average annual rate of 2% from 2020-2022.

(D) Transfers are made from operating reserves to capital reserves as required for local match of anticipated federal grant funds.

* ET has adopted Resolution 5513 that requires a fund balance of 20% of operating revenues. This resolution applies specifically to general government but governs ET budget projections. Current projections maintain that balance within the 20% target through 2018. Beyond 2018, sales tax revenues are conservative and adjustments will be made according to the actual sales tax revenue received to ensure that requirement is met.

* ET projects expenditures in both operations and capital/projects within the constraints of reasonably identifiable funding sources. Without an identified source for capital expenditures, projects in Section VIII are not included in Section X.

*In year 2017, Everett Transit is in the process of purchasing property in the amount of \$4 million to add additional park & ride and to expand the Operations Base. It is expected to utilize grant funding to assist in building/remodeling an operations base and operations site for electric buses.

Appendices:

Equipment, Facilities & Rolling Stock

Public Transportation Management System							
Owned Equipment Inventory (State)							
Agency	Everett Transit						
Date	December 31, 2016						
No.	Agency Vehicle Number	Equipment Description	Condition (points)	Age (years)	Remaining Useful Life (years)	Replacement Cost (\$)	Comments (If more than two lines, attach a separate comment page)
1	V0128	2002 CHEV EXPRESS VAN	80	14	1	\$56,000	VIN: 1GNGG25R921247745
2	V0170	2005 CHEV EXPRESS VAN	80	11	4	\$54,000	VIN: 1GNFH15T351262146
3	V0156	2005 CHEV EXPRESS VAN	80	11	4	\$46,000	VIN: 1GNFH15T161225467
4	V0161	2005 CHEV VENTURE - MINI VAN	80	11	0	\$34,000	VIN: 1GNDVQ3E25D130766
5	V0237	2008 FORD F350 POWERSTROKE DIESEL	85	8	3	\$73,000	VIN: 1FTWX30528EB26037
6	V0235	2011 CHEV COLORADO	85	5	10	\$26,000	VIN: 1GCDSCFE8122563
7	V0278	2016 FORD ESCAPE	100	1	14	\$25,000	VIN: 1FTMCU9GD5HUB45842
8	V0228	2010 FORD ESCAPE HYBRID	90	6	9	\$60,000	VIN: 1FMCU5K3XBKA1553
9	A0057	2010 TOYOTA PRIUS II	90	6	9	\$48,000	VIN: JTDKN3DU9A0116212
10	S0120	2008 GLOBAL ELE MTRS e4 - GEM	85	8	2	\$26,000	VIN: 5ASAG47418F045842
11	S0121	2008 GLOBAL ELE MTRS e4 - GEM	85	8	2	\$27,000	VIN: 5ASAK27468F045841
12	S0122	2008 GLOBAL ELE MTRS e4 - GEM	85	8	2	\$24,000	VIN: 5ASAK274X8F045843
13	M0002	1992 CUMMINS 600DFGB - GENERATOR	80	24	0	\$195,000	VIN: J910426848
14	M0003	1989 CLARK GPS25 - FORKLIFT	80	27	0	\$72,000	VIN: 0657-6925
15	M0065	2006 DAEWOO GC25E-3 - FORKLIFT	85	10	10	\$42,000	VIN: FQ-00524
16	T0060	2009 ALUM-LINE TRAILER	90	7	4	\$38,000	VIN: 1A9FB142692241881
17	T0009	1995 HYDRO T3500 - PRESSURE WASHER ON TRAILER	80	21	0	\$26,000	VIN: 1H9CSC155S1120854
18	M0060	2006 HONDA GX390 - TRUCK MOUNT PRESSURE WASHER	80	10	0	\$11,000	VIN: FCANK-1125007
19	B0045	2011 Chrysler Van	80	6	7	\$50,000	VIN: 2D4RN4DG5BR718479
20	B0046	2011 Chrysler Van	80	6	7	\$50,000	VIN: 2D4RN4DG5BR718480

Public Transportation Management System							
Owned Equipment Inventory							
Agency		Everett Transit					
Date		December 31, 2016					
<i>Refer to instructions for facility code</i>							
No.	Facility Code	Facility Name	Condition (points)	Age (Year)	Remaining Useful Life	Replacement Cost (\$)	Comments <i>(If more than two lines, attach a separate comment page)</i>
1	6	Mall Station	90	10	5	263,780	1330 SE Everett Mall Way
2	6	College Station	95	8	7	3,590,400	2200 Tower Street; Transit Station
3	6	BRT North Terminal	95	7	13	2,521,684	3301 Smith Avenue: bus rapid transit terminal
4	11	Maintenance Center	80	23	7	1,279,080	3227 Cedar Street: Serves as the Administrative and Operations Headquarters for transit service
5	17	Everett Station	85	14	36	37,243,800	3201 Smith Avenue: Multi-modal facility
6	19	Bus Lot @ Operations Center	90	25	5	1,095,050	3225 Cedar Street: Fixed route coach and paratransit vehicle parking
7	23	Operations Center	80	23	7	2,344,980	3225 Cedar Street: Serves as the Administrative and Operations Headquarters for transit service
8	24	Administration Parking Lot	90	25	5	469,238	3225 Cedar: Provides general purpose disabled, and Rideshare parking for Transit employees
9	24	Casino Comfort Station	95	7	18	64,950	Casino Road: Driver's break station

Public Transportation Management System																		
Owned Rolling Stock Inventory & Verification of Continued Use																		
Agency		Everett Transit																
Date		As of December 31, 2016																
No.	Year	Make/Model	Vehicle Code	Vehicle Identification Number (VIN)	Agency Vehicle Number	Actual Life Odometer	Meets Financial Needs of SGR Yes/No	Is the Vehicle Safe? Yes/No	Agency's ULB (Year)	Current Vehicle Age	Agency's ULB (Miles)	Maintenance Current Yes/No	Performs its Designed Function Yes/No	Replacement Cost \$	ADA Access Yes/No	Seating Capacity	Fuel Type	WSDOT Title Yes/No
1	1994	ORION 5.501	01	2B1569R75R6031784	B0106	595,848	Yes	Yes	15	21	500,000	Yes	Yes	347,000	Y	43+2	D	NO
2	1994	ORION 5.501	01	2B1569R70R6031787	B0107	518,765	Yes	Yes	15	21	500,000	Yes	Yes	347,000	Y	43+2	D	NO
3	1996	ORION 5.501	01	2B1569R73T6032634	B0108	593,604	Yes	Yes	15	21	500,000	Yes	Yes	347,000	Y	43+2	D	NO
4	1996	ORION 5.501	01	2B1569R75T6032635	B0109	659,282	Yes	Yes	15	21	500,000	Yes	Yes	347,000	Y	43+2	D	NO
5	1996	ORION 5.501	01	2B1569R77T6032636	B0110	645,889	Yes	Yes	15	21	500,000	Yes	Yes	347,000	Y	43+2	D	NO
6	1996	ORION 5.501	01	2B1569R79T6032637	B0111	655,539	Yes	Yes	15	21	500,000	Yes	Yes	347,000	Y	43+2	D	NO
7	2001	ORION V 5.501	01	1VHAH3H2316501715	B0112	527,726	Yes	Yes	15	14	500,000	Yes	Yes	347,000	Y	43+2	D	NO
8	2001	ORION V 5.501	01	1VHAH3H2516501716	B0113	551,851	Yes	Yes	15	14	500,000	Yes	Yes	347,000	Y	43+2	D	NO
9	2001	ORION V 5.501	01	1VHAH3H2716501717	B0114	547,188	Yes	Yes	15	14	500,000	Yes	Yes	347,000	Y	43+2	D	NO
10	2001	ORION V 5.501	01	1VHAH3H2916501718	B0115	480,578	Yes	Yes	15	14	500,000	Yes	Yes	347,000	Y	43+2	D	NO
11	2001	ORION V 5.501	01	1VHAH3H2016501719	B0116	573,231	Yes	Yes	15	14	500,000	Yes	Yes	347,000	Y	43+2	D	NO
12	2001	ORION V 5.501	01	1VHAH3H2716501720	B0117	531,965	Yes	Yes	15	14	500,000	Yes	Yes	347,000	Y	43+2	D	NO
13	2001	ORION V 5.501	01	1VHAH3H2916501721	B0118	554,328	Yes	Yes	15	14	500,000	Yes	Yes	347,000	Y	43+2	D	NO
14	2002	ORION V 5.501	01	1VHAH3H2926501879	B0119	491,779	Yes	Yes	15	13	500,000	Yes	Yes	347,000	Y	43+2	D	NO
15	2002	ORION V 5.501	01	1VHAH3H2126501892	B0120	574,558	Yes	Yes	15	13	500,000	Yes	Yes	347,000	Y	43+2	D	NO
16	2002	ORION V 5.501	01	1VHAH3H2926501896	B0121	634,412	Yes	Yes	15	13	500,000	Yes	Yes	347,000	Y	43+2	D	NO
17	2002	ORION V 5.501	01	1VHAH3H2926501901	B0122	545,012	Yes	Yes	15	13	500,000	Yes	Yes	347,000	Y	43+2	D	NO
18	2006	GILLIG G21B102N4	02	15GGB211561076823	B0300	446,014	Yes	Yes	15	10	500,000	Yes	Yes	514,000	Y	32+2	D	NO
19	2006	GILLIG G21B102N4	02	15GGB211761076824	B0301	493,153	Yes	Yes	15	10	500,000	Yes	Yes	475,000	Y	32+2	D	NO
20	2006	GILLIG G21B102N4	02	15GGB211961076825	B0302	507,936	Yes	Yes	15	10	500,000	Yes	Yes	475,000	Y	32+2	D	NO
21	2006	GILLIG G21B102N4	02	15GGB211061076826	B0303	533,710	Yes	Yes	15	10	500,000	Yes	Yes	475,000	Y	32+2	D	NO
22	2006	GILLIG G21B102N4	02	15GGB211261076827	B0304	528,618	Yes	Yes	15	10	500,000	Yes	Yes	457,000	Y	32+2	D	NO
23	2006	GILLIG G21B102N4	02	15GGB211461076828	B0305	519,673	Yes	Yes	15	10	500,000	Yes	Yes	457,000	Y	32+2	D	NO
24	2006	GILLIG G21B102N4	02	15GGB211661076829	B0306	507,022	Yes	Yes	15	10	500,000	Yes	Yes	494,000	Y	32+2	D	NO

Public Transportation Management System

Owned Rolling Stock Inventory & Verification of Continued Use

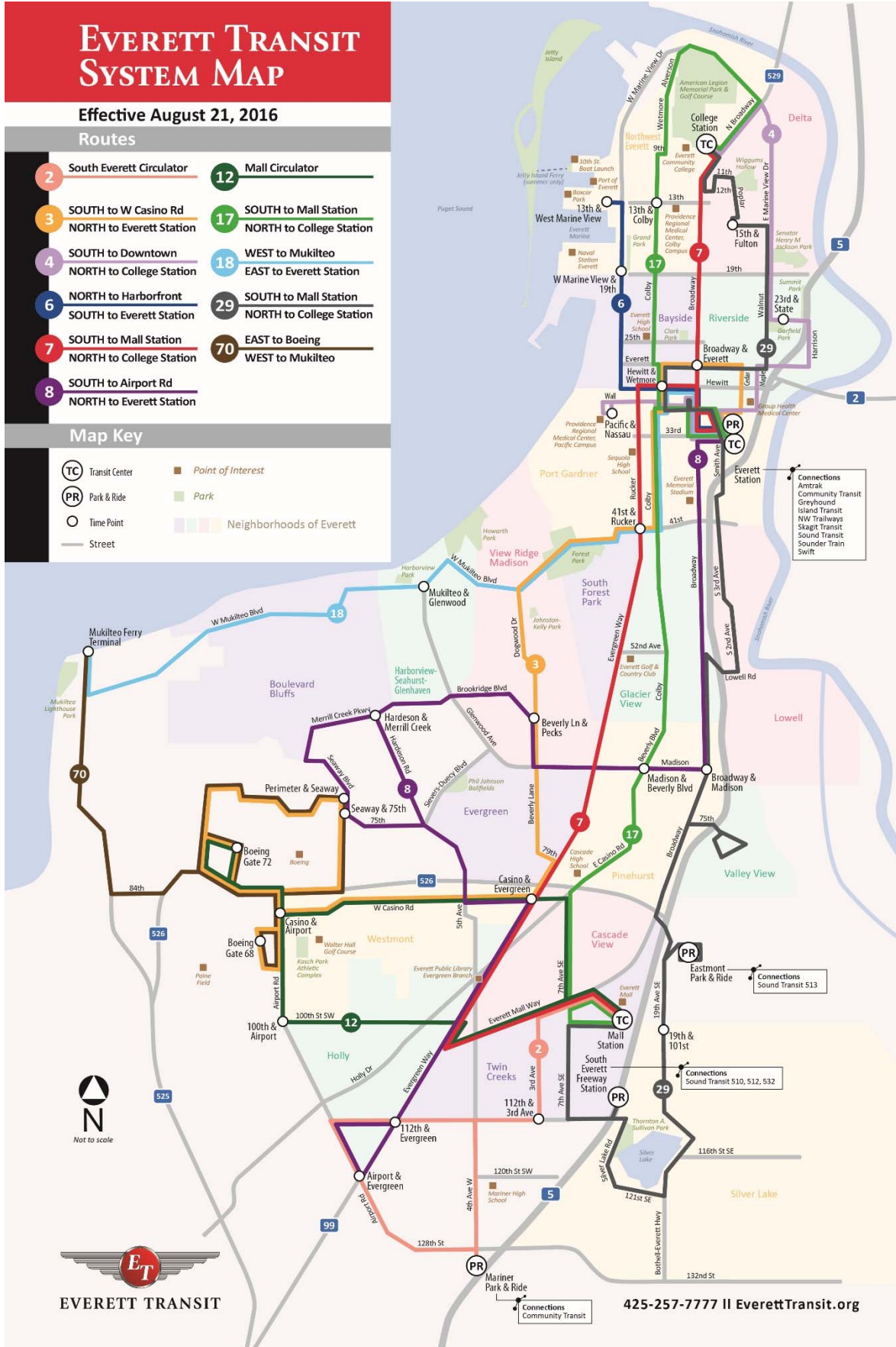
Agency Everett Transit

Date As of December 31, 2016

No.	Year	Make/Model	Vehicle Code	Vehicle Identification Number (VIN)	Agency Vehicle Number	Actual Life Odometer	Meets Financial Needs of SGR Yes/No	Is the Vehicle Safe? Yes/No	Agency's ULB (Year)	Current Vehicle Age	Agency's ULB (Miles)	Maintenance Current Yes/No	Performs its Designed Function Yes/No	Replacement Cost \$	ADA Access Yes/No	Seating Capacity	Fuel Type	WSDOT Title Yes/No
25	2006	GILLIG G21B102N4	02	15GGB211261076830	B0307	478,183	Yes	Yes	15	10	500,000	Yes	Yes	475,000	Y	32+2	D	NO
26	2006	GILLIG G21B102N4	02	15GGB211461076831	B0308	474,697	Yes	Yes	15	10	500,000	Yes	Yes	514,000	Y	32+2	D	NO
27	2007	GILLIG G21D102N4	01	15GGD211771078486	B0200	373,864	Yes	Yes	15	9	500,000	Yes	Yes	580,000	Y	38+2	D	NO
28	2007	GILLIG G21D102N4	01	15GGD211971078487	B0201	375,123	Yes	Yes	15	9	500,000	Yes	Yes	603,000	Y	38+2	D	NO
29	2007	GILLIG G21D102N4	01	15GGD211071078488	B0202	361,402	Yes	Yes	15	9	500,000	Yes	Yes	603,000	Y	38+2	D	NO
30	2007	GILLIG G21D102N4	01	15GGD211271078489	B0203	366,162	Yes	Yes	15	9	500,000	Yes	Yes	603,000	Y	38+2	D	NO
31	2012	GILLIG G21D102N4	01	15GGD2715C1180449	B0204	168,612	Yes	Yes	15	5	500,000	Yes	Yes	603,000	Y	38+2	D	NO
32	2012	GILLIG G21D102N4	01	15GGD2715C1180450	B0205	180,228	Yes	Yes	15	5	500,000	Yes	Yes	603,000	Y	38+2	D	NO
33	2009	GILLIG G30D102N4	01	15GGD301791176265	B0500	271,781	Yes	Yes	15	7	500,000	Yes	Yes	944,000	Y	36+2	D	NO
34	2009	GILLIG G30D102N4	01	15GGD301991176266	B0501	285,276	Yes	Yes	15	7	500,000	Yes	Yes	907,000	Y	36+2	D	NO
35	2009	GILLIG G30D102N4	01	15GGD301091176267	B0502	298,848	Yes	Yes	15	7	500,000	Yes	Yes	944,000	Y	36+2	D	NO
36	2013	GILLIG G30D102N4	01	15GGD3014D1181836	B0503	155,311	Yes	Yes	15	4	500,000	Yes	Yes	950,000	Y	36+2	D	NO
37	2013	GILLIG G30D102N4	01	15GGD3016D1181837	B0504	137,364	Yes	Yes	15	4	500,000	Yes	Yes	950,000	Y	36+2	D	NO
38	2013	GILLIG G30D102N4	01	15GGD3018D1181838	B0505	148,589	Yes	Yes	15	4	500,000	Yes	Yes	950,000	Y	36+2	D	NO
39	2013	GILLIG G30D102N4	01	15GGD301XD1181839	B0506	142,765	Yes	Yes	15	4	500,000	Yes	Yes	950,000	Y	36+2	D	NO
40	2013	GILLIG G30D102N4	01	15GGD3016D1181840	B0507	153,073	Yes	Yes	15	4	500,000	Yes	Yes	950,000	Y	36+2	D	NO
41	2013	GILLIG G30D102N4	01	15GGD3018D1181841	B0508	156,477	Yes	Yes	15	4	500,000	Yes	Yes	950,000	Y	36+2	D	NO
42	2013	GILLIG G30D102N4	01	15GGD301XD1181842	B0509	147,330	Yes	Yes	15	4	500,000	Yes	Yes	950,000	Y	36+2	D	NO

Public Transportation Management System																			
Owned Rolling Stock Inventory & Verification of Continued Use																			
Agency		Everett Transit																	
Date		As of December 31, 2016																	
No.	Year	Make/Model	Vehicle Code	Vehicle Identification Number (VIN)	Agency Vehicle Number	Actual Life Odometer	Meets Financial Needs of SGR Yes/No	Is the Vehicle Safe? Yes/No	Agency's ULB (Year)	Current Vehicle Age	Agency's ULB (Miles)	Maintenance Current Yes/No	Performs its Designed Function Yes/No	Replacement Cost \$	ADA Access Yes/No	Seating Capacity	Fuel Type	WSDOT Title Yes/No	
43	2004	ELDORADO ESCORT FE	12	5B4KP57GX33375388	B0022	284,209	Yes	Yes	10	12	100,000	Yes	Yes	126,000	Y	13+2	G	NO	
44	2004	ELDORADO ESCORT FE	12	5B4KP57GX33375391	B0023	305,006	Yes	Yes	10	12	100,000	Yes	Yes	137,000	Y	13+2	G	NO	
45	2004	ELDORADO ESCORT FE	12	5B4KP57G133375389	B0024	273,929	Yes	Yes	10	12	100,000	Yes	Yes	137,000	Y	13+2	G	NO	
46	2004	ELDORADO ESCORT FE	12	5B4KP57G833375390	B0025	283,504	Yes	Yes	10	12	100,000	Yes	Yes	136,000	Y	13+2	G	NO	
47	2004	ELDORADO ESCORT FE	12	5B4KP57G133375392	B0026	266,538	Yes	Yes	10	12	100,000	Yes	Yes	137,000	Y	13+2	G	NO	
48	2004	ELDORADO ESCORT FE	12	5B4KP57G333375393	B0027	277,590	Yes	Yes	10	12	100,000	Yes	Yes	124,000	Y	13+2	G	NO	
49	2007	CHEV C4500	11	1GBE4V1G47F420603	B0030	316,381	Yes	Yes	10	9	100,000	Yes	Yes	115,000	Y	13+2	G	NO	
50	2007	CHEV C4500	11	1GBE4V1G67F420635	B0031	307,255	Yes	Yes	10	9	100,000	Yes	Yes	115,000	Y	13+2	G	NO	
51	2007	CHEV C4500	11	1GBE4V1G47F420682	B0032	320,009	Yes	Yes	10	9	100,000	Yes	Yes	115,000	Y	13+2	G	NO	
52	2007	CHEV C4500	11	1GBE4V1G57F420707	B0033	338,555	Yes	Yes	10	9	100,000	Yes	Yes	115,000	Y	13+2	G	NO	
53	2007	CHEV C4500	11	1GBE4V1G07F420792	B0034	284,911	Yes	Yes	10	9	100,000	Yes	Yes	115,000	Y	13+2	G	NO	
54	2007	CHEV C4500	11	1GBE4V1G17F420817	B0035	307,025	Yes	Yes	10	9	100,000	Yes	Yes	115,000	Y	13+2	G	NO	
55	2007	CHEV C4500	11	1GBE4V1G37F420835	B0036	304,737	Yes	Yes	10	9	100,000	Yes	Yes	115,000	Y	13+2	G	NO	
56	2007	CHEV C4500	11	1GBE4V1G47F420858	B0037	314,859	Yes	Yes	10	9	100,000	Yes	Yes	115,000	Y	13+2	G	NO	
57	2007	CHEV C4500	11	1GBE4V1G67F424717	B0038	286,606	Yes	Yes	10	9	100,000	Yes	Yes	116,000	Y	13+2	G	NO	
58	2007	CHEV C4500	11	1GBE4V1G67F424765	B0039	302,086	Yes	Yes	10	9	100,000	Yes	Yes	116,000	Y	13+2	G	NO	
59	2007	CHEV C4500	11	1GBE4V1GX7F426423	B0040	291,671	Yes	Yes	10	9	100,000	Yes	Yes	116,000	Y	13+2	G	NO	
60	2007	CHEV C4500	11	1GBE4V1G37F426554	B0041	299,203	Yes	Yes	10	9	100,000	Yes	Yes	116,000	Y	13+2	G	NO	
61	2007	CHEV C4500	11	1GBE4V1G67F426712	B0042	270,597	Yes	Yes	10	9	100,000	Yes	Yes	116,000	Y	13+2	G	NO	
62	2013	International- Aero Elite	11	5WEASSKM6DJ297508	B0047	86,590	Yes	Yes	10	4	100,000	Yes	Yes	160,000	Y	13+2	D	NO	
63	2013	International- Aero Elite	11	5WEASSKM8DJ297509	B0048	99,021	Yes	Yes	10	4	100,000	Yes	Yes	160,000	Y	13+2	D	NO	
64	2013	International- Aero Elite	11	5WEASSKM4DJ297510	B0049	95,220	Yes	Yes	10	4	100,000	Yes	Yes	160,000	Y	13+2	D	NO	
65	2013	International- Aero Elite	11	5WEASSKM6DJ297511	B0050	88,537	Yes	Yes	10	4	100,000	Yes	Yes	160,000	Y	13+2	D	NO	
66	2013	International- Aero Elite	11	5WEASSKM8DJ297512	B0051	91,896	Yes	Yes	10	4	100,000	Yes	Yes	160,000	Y	13+2	D	NO	
67	2016	Ford E450 - ElDorado AeroTech	11	1FDXE4F52GDC50287	B0052	3,010	Yes	Yes	8	8	100,000	Yes	Yes	87,000	Y	13+2	G	NO	
68	2016	Ford E450 - ElDorado AeroTech	11	1FDXE4F54GDC50288	B0053	1,921	Yes	Yes	8	8	100,000	Yes	Yes	87,000	Y	13+2	G	NO	
69	2016	Ford E450 - ElDorado AeroTech	11	1FDXE4F56GDC50289	B0054	3,992	Yes	Yes	8	8	100,000	Yes	Yes	87,000	Y	13+2	G	NO	
70	2011	CHRYSLER Van	11	2D4RN4DG5BR718477	B0043	10,598	Yes	Yes	8	6	100,000	Yes	Yes	50,000	Y	5+1	G	NO	
71	2011	CHRYSLER Van	11	2D4RN4DG5BR718478	B0044	10,534	Yes	Yes	8	6	100,000	Yes	Yes	50,000	Y	5+1	G	NO	

System Map



Instructions

Public Transportation Management System Instructions for Asset Inventories

Rolling Stock Form

Every vehicle used primarily for the transportation of passengers shall be reported on the Owned Rolling Stock Inventory. For the purposes of establishing a base year inventory, the information required will include: year/make/model; vehicle code; vehicle identification number (VIN); agency vehicle number; current odometer; condition; age; remaining useful life; replacement cost; ADA access; seating capacity; fuel type; and WSDOT title. A more complete definition of these inventory categories is provided below.

Facility Form

Every facility which has a replacement value of \$25,000 or greater shall be reported on the Owned Facilities Inventory. Facilities of a lesser value may be reported at the agency's discretion. For the purposes of establishing a base year inventory, the information required will include: facility code, facility name (or address); condition; age; remaining useful life; replacement cost; detailed facility description; and any comments about the facility which the reporting agency wishes to have noted. A more complete definition of these inventory categories is provided below.

Equipment Form

Every piece of equipment which has a replacement value of \$100,000 or greater shall be reported on the Owned Equipment Inventory. Equipment with a value less than \$100,000 may be reported at the discretion of the reporting agency. Equipment is considered to be anything that is not permanently installed or an integral part of a facility, exclusive of rolling stock utilized in transporting the public. For the purposes of establishing a base year inventory, the information required will include: equipment code or type; condition; age; remaining useful life; replacement cost; and, any additional description or comments about the equipment which the reporting agency wishes to have noted. A more complete definition of these inventory categories is provided below.

Inventory Definitions

Year/Make/Model	Year: Year of vehicle manufacture. Make: The name of the manufacturer of the vehicle. Model: Name or number of vehicle model.
Vehicle Code or Equipment Code	A table of rolling stock categories provided below assigns a code for each vehicle type. A list of examples of equipment types and code number is shown below.
Condition	The point rating that best describes the condition of the asset. Maintenance staff should be involved in establishing the condition score. If there are any issues related to the asset that are considered significant enough to be noted, please provide a comment in the appropriate column or attach an additional comment page. Example might be plans for rehabilitation or identification of "lemons".
Age	Years since the facility was completed and opened for use or years since the manufacture of equipment or vehicle.
Remaining Useful Life	The estimated number of years that the asset will be able to carry out its intended purpose before being replaced.
Replacement Cost	The current year estimated purchase price for a new vehicle or equipment of this type. The current year estimated replacement cost for a new facility on the same site. Do not include costs for replacement of the land on which the facility is located.
Seating Capacity	Number of seats available to the public (includes driver for rideshare vehicles). Indicate the number of positions for wheelchairs as '+' and indicate that number (example: 30+2).
Fuel Type	Indicate the fuel type by listing the appropriate letter: diesel (D), gasoline (G), biodiesel (BD), electric (E), diesel/electric (DE), compressed natural gas (CNG).
WSDOT Title	Is the title to this vehicle currently held by WSDOT?
Comments	If there are any issues related to the asset that are considered significant, they should be noted. If your comments exceed two lines, please attach a separate comment page. Examples of comments regarding equipment or rolling stock might be plans for rehabilitation, elimination, or anticipated replacement due to changes in technology or other requirements. Examples for facility comments might be plans for rehabilitation, elimination, or anticipated relocation of some functions from this site to another. Problems with specific subsystems or issues regarding ability to address regulatory requirements might be noted here.

Vehicle Codes

01	Bus - 40 ft.	15	Rail Cars - LRT
02	Bus - 35 ft.	16	Rail Cars - Rapid
03	Bus - 30 ft.	17	Rail Cars - Commuter Self-Propelled
04	Bus - <30 ft.	18	Rail Cars - Commuter Trailer
05	Bus - articulated	19	Rail Cars - Trolley
06	Bus - Intercity	20	Rail Cars – Intercity
07	Bus - Trolley	21	Locomotive
08	Bus - Trolley Articulated	22	Cable Car
09	Bus - Double Deck	23	People Mover
10	Bus - Dual Propulsion	24	Car - Incline Railway
11	Cutaway (under 30 ft.)	25	Fixed Guideway Cars (e.g., Monorail)
12	Body-on-Chassis (under 30 ft.)	26	Ferry Boats
13	Van - Vanpool	27	Streetcar Replicas
14	Van - Special Service	28	Other

Facility Codes

01	Power Distribution Substations	13	Incline Railway
02	Tunnels	14	Track System
03	Bridges	15	Overhead Power Distribution System
04	Elevated Right of Way/Track	16	Passenger Amenities (Shelter, Restrms, etc.)
05	People Mover	17	Terminals, Intermodal
06	Transit Center	18	Toll Booths
07	Boarding Platforms/Stations/Floats	19	Uncovered Bus Storage
08	Pedestrian Access Facilities	20	Covered Bus Storage
09	Park and Ride Lots	21	Wash Islands/Fuel Islands
10	Administration Building	22	Warehouse/Storage
11	Maintenance Building	23	Multifunctional (Ops. & Maint.; Ops & Admin.)
12	Rail Yards/Shop	24	Other

Equipment Codes

01	Line Equipment/Structures
02	Fare Collection Equipment (Stationary)
03	Surveillance/Security System
04	Automated Data Processing or Computer Hardware/Software Systems
05	Support Vehicles/Vessels
06	Work Trains
07	Train Control/Signal Systems
08	Radio System (Stationary)
09	Shop equipment (Other than permanently installed; e.g. port hoist)
10	Signage systems
11	Navigational Devices (ex. Dolphins & wingwalls)
12	Life Safety Equipment
13	Bicycle Locker/Racks (Stationary)
14	Accessibility Devices
15	Power Distribution Control and Monitoring System
16	Other (Be sure to include complete description)

Condition - Point Score Definitions*

- 100 Requires routine preventative maintenance.
- 80 - 90 In good working order, requiring only nominal or infrequent minor repairs.
- 50 - 70 Requires frequent minor repairs or infrequent major repairs.
- 20 - 40 Requires frequent major repairs.
- 10 Continued use presents excessive repair costs and/or potential service interruption.

- Frequent means less than 6 months between repair.
 - Infrequent means more than 6 months between repairs.
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* The following subsystems should be considered in assigning the point score for each vehicle:

Engine	Body - Interior
Drive-Train	Body - Exterior
Electrical	A/C, Heating
Suspension/Steering	Brake System
Structure	Wheelchair Lift (0 score for non-lift equipped)

* The following subsystems should be evaluated as a part of the facility if it exists within the facility:

- Heating, ventilation, and air conditioning systems (HVAC)
- Roof
- Structure (walls, floors, windows, and foundation)
- Electrical/lighting
- Parking/driving surfaces (include tract system in rail yard)
- Pedestrian access
- Water/sewer
- Functional capacity (does the current use exceed design capacity)
- Safety (alarms, detector, security, sprinkler, extinguishers, etc.)
- Communications (including signage)
- Accessibility (ADA)
- Mechanical (fixed or built-in) (examples include vehicle hoists, elevators, cranes, delivery systems for fuel island)
- Fuel, Fluid, or chemical storage