



Performance Report Facilities State of Good Repair

November 6, 2013
Board of Directors

San Mateo

Facilities - State of Good Repair

- What is “State of Good Repair (SOGR)”
- Why is a SOGR program important
- Description of District’s key facilities and capital assets
- How does the District plan and implement an effective SOGR program
- Summary



NB Maintenance

Facilities - State of Good Repair

- **What is “State of Good Repair (SOGR)”?**
 - Proper maintenance of all capital assets required to deliver the services of the District, in a manner that ensures the availability, safety, and overall condition of the assets for their entire life cycle.
- **Why is a SOGR program important**
 - Essential for delivery of our family of transportation services
 - Essential to protect workforce, customers, and public
 - Essential to ensure compliance with all environmental regulations
 - Essential to obtain the full life cycle (or more) from investments made by District
 - Under the Federal Transportation Administration’s MAP-21 funding program, all assets must be maintained with an appropriate state of good repair program

3

District Facilities

- **South Base - opened 1984**
 - 13 acres, 6 buildings/approximately 60,000 square feet
 - Supports transportation and maintenance of up to 150 buses
- **North Base - opened 1988**
 - 27 acres, 6 buildings/approximately 110,000 square feet
 - Supports transportation and maintenance of up to 200 buses
 - Supports Unit Repair of major bus components, support equipment, SamTrans/Caltrain revenue collection systems
 - Supports training for all operations and maintenance human capital investment

4

District Facilities - Base Amenities

samTrans

Each base has the following buildings and equipment:

- Transportation operations and dispatch building
- Tire shop
- Outdoor safety inspection pits
- Automatic bus washer
- Special tool storage room
- Emergency generator to power whole base except bus washer
- Earthquake emergency response bus, trailer, and equipment



5

District Facilities - Base Amenities

samTrans

- Maintenance building with material storage
- North Base Running Repair has 16 bays with 12 in-ground hydraulic lifts
- North Base has 42 roll up door systems
- South Base running Repair has 14 bays with 10 in-ground hydraulic lifts
- South Base has 24 roll up door systems
- Several high capacity overhead cranes
- Portable vehicle lifts

SB Bus Washer



6

District Facilities - Base Amenities



Each base has the following in ground storage tanks:

- Four 20,000 gallon diesel fuel
- One 10,000 gallon engine oil
- One 10,000 gallon waste engine oil
- One 10,000 gallon for transmission fluid (ATF)
- One 2,500 gallon for differential lube oil
- Fueling facility with 3 diesel dispensers

All of the District's underground storage and delivery systems are regulated, permitted, and monitored

SB Fuel Island



7

District Facilities



Support/Administration

- Brewster (former Greyhound terminal) built 1940
 - 3,000 square foot building, plus two portable buildings recently added
 - Over 40,000 square feet for parking
 - Used to support MV Redi-Wheels operations and MV CUB fixed-route bus layover



8

District Facilities



- **Central Administration/Headquarters, built 1979**
 - Office, approximately 125,000 square feet
 - Employee/public parking structure, approximately 100,000 square feet
 - Houses District's administrative support staff and private tenants



9

Bus Stops



- **Approximately 2,100 bus stops systemwide**
- **97 District owned bus shelters**
 - Twice weekly cleaning and repair
- **95 revenue generating ad shelters (15 to be installed)**
- **221 benches and 197 trash cans**



10

Planning and Implementing an Effective SOGR Program



- **Asset condition assessment/baseline**
 - Gannett Fleming 3rd party base assessment/report
- **Facility maintenance plans**
 - Covering all key assets/infrastructure, based on original design and scheduled maintenance cycles
 - Submitted to FTA as part of triennial audit process
- **Prioritized capital investment via annual budget process**
 - Using Baseline Assessment and Facility Maintenance Plans, program targeted investments in assets, taking into account leveraging opportunities and District financial capacity

11

Planning and Implementing an Effective SOGR Program



- **Develop and maintain a culture that supports a comprehensive SOGR program**
 - Commit appropriate level of resources to maintain the SOGR program - FY 2014 budget contains approximately \$2.7M in operating funds for annual maintenance activities at all operating & support facilities
 - Facilities Dept. - (Supervisor, 2 Facility Contract Administrators, 4 Facility Technicians) monitor all buildings and equipment, perform minor maintenance/repairs, coordinate specialty contractors

12

Planning and Implementing an Effective SOGR Program



- Specialty subcontractors - develop and maintain strong vendor bridges with critical infrastructure subcontractors (lifts, cranes, elevators, HVAC, doors, alarm systems, plumbing, electrical)
- Monitor asset condition and adjust program as needed - since 1983 District's semi-annual base inspection process provides senior management an opportunity to measure success of SOGR strategies. District's "Continuous Improvement" culture empowers staff to improve facilities, tools, and support equipment between inspection cycles.

13

Summary



- District has made significant investments in facilities and support assets to allow our workforce to deliver our family of services
- District critical assets/infrastructure are aging, requiring assessment, monitoring and targeted investments to support our SOGR strategies
- The development, implementation, measurement and reporting of a SOGR program has increasing visibility with our Federal and State funding partners
- District is focused on FTA MAP-21 requirements and will adjust our SOGR program as needed
- District's SOGR program must be supported over the long-term with appropriate levels of operating and capital funding

14