Bus System Asset Management Plan

July 2026



South Central Regional Transit District

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Introduction

The South Central Regional Transit District (SCRTD) currently operates public transportation services in a service area that includes Doña Ana County, Sierra County, and Otero County, New Mexico; and El Paso County, Texas. SCRTD member communities include Doña Ana County, Las Cruces, Hatch, Mesilla, Sunland Park, Elephant Butte, Williamsburg, and Anthony, New Mexico. Member fees for transit operations are received from the City of Las Cruces, Doña Ana County, the City of Sunland Park, the Town of Mesilla, the Village of Hatch, the City of Anthony, and the Village of Williamsburg.

The SCRTD provides nine (9) fixed-route bus services for the major areas of the cities of Las Cruces, New Mexico, and EL Paso, Texas, and the surrounding areas of Dona Ana and Sierra Counties. Collectively, SCRTD provides over 150,000 passenger trips per year throughout the four-county region.

This Transit Asset Management Plan provides a snapshot of SCRTD's assets, their condition, performance targets for maintaining them in good repair, and the management approach for carrying out the work.

Performance Targets & Measures

Asset Category	Performance Measure	
Rolling Stock *All revenue vehicles*	**Age** - % of revenue vehicles within a particular asset class that have met or exceeded their Useful Life Benchmark (ULB)	**< 15%**
Equipment *Non-revenue vehicles*	**Age** - % of vehicles that have met or exceeded their Useful Life Benchmark (ULB)	**0%**
Facilities *All buildings or structures*	**Condition** - % of facilities with a condition rating below 3.0 on an FTA Transit Economic Requirements Model (TERM) Scale	**0%**

Asset Portfolio

Please see Appendix C (Asset Register and Condition Data) for the asset inventory listing.

Asset Inventory Summary

Asset Category	Total Number	Average Age	Average Current Value
Equipment	9	7 Years	$47,583
Facilities	2	27 Years	$1,215,972
Rolling Stock – Revenue Vehicles	43	4 Years	$345,374
Rolling Stock – Non-Revenue Vehicles	5	4 Years	$43,200

Condition Assessment

Please see Appendix C (SCRTD Capital Asset Condition) for the individual asset condition listing.

Asset Condition Summary

Asset Category	Count	Average Age	Average TERM Condition	Total Current Value	% At or Past ULB
Equipment	9	3.6 years	N/A	$428,248	0%
Facilities	2	27 years	N/A	$2,431,945	0.0%
Revenue Vehicle Rolling Stock	43	5 Years	N/A	$14,851,078	21%
Service Vehicle Rolling Stock	5	4 Years	N/A	$216,003	0%

Disposition

A disposition policy was developed and approved by the District Board in July 2026. The district plans to retire six buses in 2026. The disposition policy is listed in Appendix A.

Management Approach

Investment Prioritization

The Federal Transit Administration requires that public transit vehicles that use federal funding be kept in good operating condition. Shop maintenance procedures and a maintenance policy need to be combined into a written vehicle maintenance program. That policy initiative is listed in Appendix C of this document.

The reliability of service for fleet vehicles is a vital factor. In the public transit industry, where passengers rely on buses to maintain schedules, breakdowns have an immediate negative effect on both revenue and operating expenses. The district plans for sufficient staffing in both operations and maintenance to ensure the service requirements are met.

The preventive maintenance program is established to comply with Federal Transit Administration requirements and to accomplish the objectives outlined in this document. This program is incorporated in the Maintenance Plan listed in Appendix C.

This updated program became effective on November 1, 2021. The following objectives are currently in place to reduce maintenance expenditures and ensure the reliability of the transit service.

OBJECTIVES: As a minimum, the preventive maintenance program shall ensure that all vehicles can pass a thorough safety inspection at any time.

The objectives of an effective preventive maintenance program for public transit vehicles are to:

(1) Enhance the safety of passengers.
(2) Eliminate costly major mechanical problems.
(3) Keep transit vehicles in safe operating condition in a cost-effective manner.
(4) Anticipate problems and plan for their correction before they become a crisis.
(5) Aim for a range in breakdowns per inspection period that does not cost ridership nor require investment in additional equipment and/or incur excess operator expense.

The vehicle maintenance manager or supervisor shall establish a preventive maintenance plan and a schedule based on mileage or frequency and shall be diligently followed. This element has been incorporated into the Maintenance Plan. Furthermore, the manufacturer's recommendations regarding necessary maintenance and the time or mileage at which it should be performed shall be followed and accounted for, and are included in the Maintenance Plan.

Transit Vehicle Maintenance Program

The district contracted with SBLBF LLC to produce a vehicle and facility maintenance program. That program has been developed and implemented by SCRTD personnel. The Maintenance program addresses the federally mandated requirements for operating and managing a bus fleet, including the preventive maintenance program and the district's asset management program. More details are provided in Appendix C.

Appendices

Appendix A Disposition Policy

Appendix B SCRTD Capital Asset Inventory

Appendix C : Transit Vehicle and Facility Maintenance Program

Appendix A – SCRTD Fixed Asset Disposition Policy

SCRTD Fixed Asset Disposition Policy

Decision support tools for capital assets

The following tools are used in making investment decisions:

Process/Tool	Brief Description
SCRTD Metrics Sheet	Monthly tracking sheet of SCRTD's Key Performance Indicators, including ridership, customer service metrics, vehicle performance metrics, etc.
Bus Replacement Program	Tracks every ABS vehicle, its useful life, and planned replacement date.
Monthly Vehicle Maintenance Report	Provides mechanical failure statistics for each bus in the ABS fleet.
5-Year Capital Plan	Provides a five-year capital investment picture.

The Decision Support Tools for Capital Assets consist of an analytic process or tool that (1) assists in capital asset investment prioritization and/or (2) estimates capital needs over time.

The decision support analysis used for this Transit Asset Management Plan predicts: (1) the useful life of each existing vehicle, facility, and capital equipment; (2) the year of required replacement of existing capital assets; (3) the year of acquisition of needed new capital assets; and (4) the projected available funds for capital spending each year.

If the projected funds available in any year equal or exceed the projected capital requests, then all capital procurements for that year are pursued. If insufficient funds are available, a selection between requested projects must be made based on the prioritization listed below. The same process occurs in any subsequent year amongst the eligible capital procurement items.

An item may be moved up in priority if it has experienced premature failure and is necessary to the continued functioning of the transit system. This item would be recategorized as an emergency procurement and would receive priority over other items.

Prioritization of future capital asset investments

The prioritization of future capital asset investments is shown below.

- Priority in any year is given to capital procurements already underway. This includes vehicle acquisitions in progress and facility improvements in progress.

- The second priority is given to capital procurements for items that have experienced premature failure and are necessary to the continued functioning of the transit system. These items would be categorized as emergency procurements and would receive priority over other items.

- Equivalent priority is given to any capital procurement necessary for high-priority vehicles, facilities, employees, or public safety and health needs.

- The third priority is to replace vehicles according to the schedule in this plan. This ensures that the vehicles will be replaced when their useful life ends.

- The fifth priority is given to the purchase of new capital equipment required to maintain the bus fleet.

- The sixth priority is modifications or additions to current or future SCRTD facilities or other necessary capital item procurements.

Appendix B - SCRTD Capital Asset Inventory

SCRTD is required through Federal Transit Administration (FTA) regulation to have a Transit Asset Plan. As a transit agency with fewer than 100 buses, it must comply with the FTA Tier 2 Transit Asset Plan requirements. These include the following:

1. An inventory of capital assets

2. An assessment of the condition of those assets

3. Decision support tools for its capital assets – See Appendix A

4. Prioritization of future capital asset investments – See Appendix A

SCRTD's assets consist of its revenue vehicles, support vehicles, facilities, and capitalized equipment.

Revenue Vehicle Fleet

The SCRTD bus fleet consists of 43 revenue vehicles, as shown below. The vehicles are listed in the figure below by the year they were built. Four buses, numbers 1, 5, 7 & 11, are permanently out of service and are scheduled for replacement.

SCRTD REVENUE VEHICLE INVENTORY - JUNE 2026						
VEHICLES	Item Model No.	Vehicle Type	Vehicle Number	Initial Value	Purchase/ Lease Date	Vehicle Condition 1-5 (5 Best)
FY2016						
2016 STARCRAFT (F-550 Super Duty)	ALLSTAR XL32 SHUTTLE	Bus	1	$92,795	11/18/2015	1
2016 STARCRAFT (F-550 Super Duty)	ALLSTAR XL32 SHUTTLE	Bus	3	$92,795	11/20/2015	3
2016 STARCRAFT	ALLSTAR XL32 SHUTTLE	Bus	5	$92,795	11/18/2016	1
2016 Chevy Express	ALLSTAR XL32 SHUTTLE	Bus	6	$80,495	12/22/2016	3
FY2020						
2014 Ford F-550 Super Duty	FORD 550	Bus	7	$14,124	8/1/2019	1
2019 Advantage	El Dorado	Bus	8	$87,035	12/22/2019	2
2020 Advantage 270	El Dorado	Bus	9	$92,829	2/19/2020	3
FY2021						
2020 Gillig	Hybrid Diesel Low Floor	Bus	2001	$679,988	11/2/2020	5
2020 Gillig	Hybrid Diesel Low Floor	Bus	2002	$679,988	11/4/2020	4
FY2022						
2022 Ford Transit Connect Wagon	Transit Passenger	Van	V2	$32,020	3/9/2022	5
2021 Ford E350	E350	Bus	12	$82,990	6/10/2022	5
FY2023						
2009 Ford Transit - E350	Transit E350	Bus	13	$9,000	9/27/2022	3
2022 Ford Transit-350	Voyager	Van	V3	$71,358	12/13/2022	5
2011 Ford F550	Ford F-550	Bus	11	$60,000	2/6/2023	4
2016 International Starcraft	Starcraft	Bus	10	$142,975	4/1/2023	4
2022 ARBOC	Chevrolet Model 5026	Bus	2302	$149,223	5/26/2023	2
2022 ARBOC	Chevrolet Model 5026	Bus	2303	$149,223	5/26/2023	2
2022 ARBOC	Chevrolet Model 5026	Bus	2301	$285,093	6/30/2023	4
FY2024						
2022 ARBOC	Chevrolet Model 5026	Bus	2304	$149,840	7/3/2023	2
2022 Front Runner	Promaster 3500	Bus	2401	$190,625	4/29/2024	2
2022 Front Runner	Promaster 3500	Bus	2402	$190,625	4/29/2024	4
2023-Forest River Van	E-Transit Van	Van	2403	$106,995	6/26/2024	5
FY2025						
2023-Forest River Van	E-Transit Van	Van	2404	$106,995	7/23/2024	5
2024 Gillig	35' Low Floor Electric	Bus	2501	$1,084,772	11/16/2024	5
2024 Gillig	35' Low Floor Electric	Bus	2502	$1,084,772	11/16/2024	5
2024 ARBOC	Chevrolet Model 5026	Bus	2506	$203,355	12/18/2024	5
2024 ARBOC	Chevrolet Model 5026	Bus	2507	$203,355	12/23/2024	5
2022 Ford Transit-350	Voyager	Van	V4	$40,000	1/30/2025	5
2025 Gillig	35' Low Floor Electric	Bus	2503	$1,084,772	3/27/2025	5
2025 Gillig	35' Low Floor Electric	Bus	2504	$1,084,772	3/25/2025	5
2025 Gillig	35' Low Floor Electric	Bus	2505	$1,084,772	3/30/2025	5
2025 Ford Transit	Passenger Van	Van	2508	$106,833	5/15/2025	5
2025 Mobility Trans	Passenger Van	Van	2509	$106,833	5/15/2025	5
2025 Mobility Trans	Passenger Van	Bus	2510	$106,833	10/2/2025	5
2024 Front Runner	Promaster 3500	Bus	2511	$220,868	9/17/2025	5
2024 Front Runner	Passenger Van	Bus	2512	$220,868	10/8/2025	5
2026 Gillig Hybrid	Hybrid Diesel Low Floor	Bus	2601	$1,053,848	2/1/2026	5
2026 Gillig Hybrid	Hybrid Diesel Low Floor	Bus	2602	$1,053,848	2/1/2026	5
2026 Gillig Hybrid	Hybrid Diesel Low Floor	Bus	2603	$1,305,429	3/18/2026	5
2026 Gillig Hybrid	Hybrid Diesel Low Floor	Bus	2604	$1,305,429	3/20/2026	5
2026 Gillig Hybrid	Hybrid Diesel Low Floor	Bus	2605	$1,305,429	3/20/2026	5
2023 Ford	E-Transit Van	Van	2606	$60,000	4/20/2026	5
2023 Ford	E-Transit Van	Van	2607	$60,000	4/20/2026	5
	Total Revenue Vehicle Initial Value			$16,416,594		

Figure 1 - SCRTD Revenue Vehicle List

The projected year, bus replacement type, and cost are projected below. Based on the required vehicle replacement year, five buses need to be replaced immediately due to age and high mileage.

SCRTD Revenue Vehicle Replacement Year Calculation - June 2026								
						Projected		
Year	Make	Model	Vehicle Number	Actual Life Miles - 1/30/26	Projected Mileage Caps by Vehicle Type	Use Miles Per Year	Remaining Life Years	Replace-ment Year
2016	2016 STARCRAFT (F-550 Super Duty)	ALLSTAR XL32 SHUTTLE	3	394,033	300,000	35,000	-2.69	2026
2016	2016 STARCRAFT	ALLSTAR XL32 SHUTTLE	5	371,749	300,000	35,000	-2.05	2026
2016	2016 STARCRAFT (F-550 Super Duty)	ALLSTAR XL32 SHUTTLE	1	322,730	300,000	35,000	-0.65	2026
2019	2019 Advantage	El Dorado	8	308,633	300,000	35,000	-0.25	2026
2011	2011 Ford F550	Ford F-550	11	305,887	300,000	35,000	-0.17	2026
2020	2020 Advantage 270	El Dorado	9	285,274	300,000	35,000	0.42	2026
2016	2016 Chevy Express	ALLSTAR XL32 SHUTTLE	6	246,189	300,000	35,000	1.54	2028
2009	2009 Ford Transit - E350	Transit E350	13	224,643	300,000	35,000	2.15	2028
2022	2022 ARBOC	Chevrolet Model 5026	2301	190,776	300,000	35,000	3.12	2029
2021	2021 Ford E350	E350	12	170,213	300,000	35,000	3.71	2030
2022	2022 ARBOC	Chevrolet Model 5026	2302	154,070	300,000	35,000	4.17	2030
2022	2022 ARBOC	Chevrolet Model 5026	2303	141,368	300,000	35,000	4.53	2031
2014	2014 Ford F-550 Super Duty	FORD 550	7	134,788	300,000	35,000	4.72	2031
2016	2016 International Starcraft	Starcraft	10	132,974	300,000	35,000	4.77	2031
2022	2022 Front Runner	Promaster 3500	2401	101,342	300,000	35,000	5.68	2032
2022	2022 ARBOC	Chevrolet Model 5026	2304	98,815	300,000	35,000	5.75	2032
2022	2022 Front Runner	Promaster 3500	2402	77,644	300,000	35,000	6.35	2032
2024	2024 ARBOC	Low-Floor	2506	68,041	300,000	35,000	6.63	2033
2022	2022 Ford Transit Connect Wagon	Transit Passenger	V2	59,067	300,000	35,000	6.88	2033
2024	2024 ARBOC	Chevrolet Model 5026	2507	58,637	300,000	35,000	6.90	2033
2025	2025 Ford	Passenger Van	2508	36,962	300,000	35,000	7.52	2033
2025	Front Runner	Low floor cutaway - gas	2511	28,311	300,000	35,000	7.76	2034
2022	Chyrsler	Voyager	V3	26,745	300,000	35,000	7.81	2034
2025	2025 Ford	Passenger Van	2509	26,390	300,000	35,000	7.82	2034
2022	Chyrsler	Voyager	V4	20,988	300,000	35,000	7.97	2034
2020	2020 Gillig	Low-Floor	2002	212,722	500,000	35,000	8.21	2034
2020	2020 Gillig	Low-Floor	2001	212,479	500,000	35,000	8.21	2034
2025	Front Runner	Low floor cutaway - gas	2512	11,685	300,000	35,000	8.24	2034
2023	2023-Forest River Van	E-Transit Van	2403	8,674	300,000	35,000	8.32	2034
2025	2025 Ford	Passenger Van	2510	6,683	300,000	35,000	8.38	2034
2023	2023-Forest River Van	E-Transit Van	2404	4,322	300,000	35,000	8.45	2034
2023	2023 Ford	E-Transit Van	2606	-	300,000	35,000	8.57	2035
2023	2023 Ford	E-Transit Van	2607	-	300,000	35,000	8.57	2035
2024	2024 Gillig	35' Low Floor Electric	2501	41,763	500,000	35,000	13.09	2039
2025	2025 Gillig	35' Low Floor Electric	2503	36,432	500,000	35,000	13.24	2039
2024	2024 Gillig	35' Low Floor Electric	2502	35,317	500,000	35,000	13.28	2039
2025	2025 Gillig	35' Low Floor Electric	2505	23,816	500,000	35,000	13.61	2040
2025	2025 Gillig	35' Low Floor Electric	2504	23,480	500,000	35,000	13.61	2040
2026	2026 Gillig	Hybrid Diesel Low Floor	2601	-	500,000	35,000	14.29	2040
2026	2026 Gillig	Hybrid Diesel Low Floor	2602	-	500,000	35,000	14.29	2040
2026	2026 Gillig	Hybrid Diesel Low Floor	2603	-	500,000	35,000	14.29	2040
2026	2026 Gillig	Hybrid Diesel Low Floor	2604	-	500,000	35,000	14.29	2040
2026	2026 Gillig	Hybrid Diesel Low Floor	2605	-	500,000	35,000	14.29	2040

Figure 2 - Revenue Vehicle Replacement Schedule

Revenue Vehicle Requirements / Availability

The current SCRTD schedule requires a peak of 13 buses to provide weekday bus service in both the morning and afternoon. A total of 16 buses are required to complete weekday service, as relief drivers take their own buses out for their shifts.

The Saturday bus routes have a peak requirement of seven buses. Eleven buses are scheduled to run on Saturdays, as relief drivers take a new bus for their shift.

The Yellow and Silver routes operating on Sundays require three buses as relief drivers take a new bus for their shift.

SCRTD currently has 43 buses available to cover its services. With the number of spare buses available, SCRTD can schedule each driver to take his own bus from the garage. This vehicle spare ratio also allows the driver to either plug in battery electric buses for charging at the end of each shift or fuel their bus at a public fueling station before returning to the garage.

Each revenue vehicle is equipped with a two-way radio for communication with system dispatchers and other buses.

The Federal Transit Administration (FTA) recommends a “spare ratio” for transit vehicle fleets with over 50 revenue vehicles of 20% (spare vehicles divided by the peak-hour vehicle requirement). There is no FTA spare ratio requirement for fleets with fewer than 50 vehicles. FTA advises that spare ratios should be reasonable for an agency’s vehicle needs. SCRTD has a higher spare ratio based on its future service expansion plans and other considerations.

This higher number of spare vehicles has several advantages for SCRTD. It allows the agency to maximize the routes where it can operate battery-electric buses by swapping buses during driver shift changes. The battery-electric buses cannot operate for an entire day on several of SCRTD’s routes due to their limited range. Midday battery-electric bus swapping also enables the use of buses with smaller (and thus lighter) battery packs. This lower weight not only reduces wear to the buses but also to the streets where the buses operate.

A higher spare ratio of revenue vehicles also improves service reliability and the scheduling of vehicle maintenance. This decreases the likelihood of missed transit service due to a lack of available vehicle revenue.

SCRTD Service Vehicle Inventory

SCRTD’s service vehicle fleet includes one Chrysler van, one Ford van, and one Explorer SUV. SCRTD also owns two Ford trucks that are used by the maintenance department.

A list of the service vehicles is shown below.

SCRTD SERVICE VEHICLE INVENTORY - JULY 2026						
VEHICLES	Item Model No.	Vehicle Type	Vehicle Number	Initial Value	Purchase/ Lease Date	Vehicle Condition 1-5 (5 Best)
2024 Ford	Explorer	SUV	A1	$41,325	7/25/2024	5
2022 Braun	Voyager	Minivan	A2	$40,000	12/13/2024	5
2020 Ford	Ford F-250 SD Truck	Truck	ST1	$35,381	9/24/2020	5
2022 Ford	Transit Connect Wagon	Minivan	V1	$91,750	6/28/2022	5
2023 Ford	F-350 Extended Cab Truck	Truck	ST2	$85,035	1/29/2024	5

Figure 3 - SCRTD Service Vehicles

The current number of service vehicles is minimal, given the size of the service area, the number of buses in service, staff maintenance responsibilities, and the need to support field operations. As SCRTD's field supervision staffing increases, more service vehicles will be needed for these personnel.

SCRTD Facilities

SCRTD vehicles are dispatched from three separate locations: the SCRTD facility at 830 Anthony Drive in Anthony, New Mexico; the SCRTD facility at 2001 Futurity Drive in Sunland Park, New Mexico; and the Mesilla Valley Hospital parking lot in Las Cruces.

The current book values, depreciation schedules, and net values for SCRTD facilities are shown below.

SCRTD Anthony Facility Improvements

Description of Asset	Useful Life (in Years)	Book Value	Purchase Date	Annual Depreciation thru FY 2021	thru FY 2022	thru FY 2023	thru FY 2024	thru FY 2025	Current Value
Anthony Buildings	50	$ 167,484	11/29/2019	$ 5,304	$ 3,350	$ 3,350	$ 3,350	$ 3,350	$ 148,782
Improvements to Anthony Buildings	30	$ 99,396	3/11/2021	$ 1,104	$ 3,313	$ 3,313	$ 3,313	$ 3,313	$ 85,039
Improvements to Anthony Buildings	30	$ 73,602	11/21/2023	$ -	$ -	$ -	$ 1,431	$ 2,453	$ 69,717
								Total	**$ 303,538**

SCRTD Sunland Park Facility Improvements

Description of Asset	Useful Life (in Years)	Book Value	Purchase Date	Annual Depreciation thru FY 2021	thru FY 2022	thru FY 2023	thru FY 2024	thru FY 2025	Current Value
Sunland Park Buildings	50	$ 2,053,320	1/14/2025					$ 17,111	$ 2,036,209
Improvements to Sunland Park Buildings	30	$ 73,154	1/14/2025					$ 610	$ 72,544
Improvements to Sunland Park Buildings	30	$ 18,788	1/17/2026					$ 157	$ 18,631
								Total	**$ 2,127,385**

Table 1 - SCRTD Facility Valuations

SCRTD facilities are in good condition.

Capitalized Equipment

SCRTD has identified the following items as capitalized equipment. The value of all other SCRTD equipment is too low in value to be capitalized.

SCRTD Capital Equipment

Description of Asset	Useful Life (in Years)	Book Value	Purchase Date	Annual Depreciation thru FY 2021	thru FY 2022	thru FY 2023	thru FY 2024	thru FY 2025	Current Value
One Wheel Balancer	3	$ 5,196	8/15/2019	$ 3,319	$ 1,732	$ 145	$ -	$ -	$ (0)
Bus Shelters (four)	12	$ 27,250	2/28/2021	$ 1,817	$ 5,450	$ 5,450	$ 5,450	$ 5,450	$ 3,633
Chargepoint Stations		$ 163,625	6/4/2025					$ 1,364	$ 162,261
Chargepoint Station-CIP Transfer		$ 271,400	2/28/2025					$ 9,047	$ 262,353
		$ 467,471		$ 5,136	$ 7,182	$ 5,595	$ 5,450	$ 15,860	

Table 2 - SCRTD Capitalized Equipment

The Wheel Balancer is in working condition. The bus shelters vary in condition, but several are excellent, having been recently installed. The battery electric charging stations have been installed within the last two years and are operational.

SCRTD Non-Capital Equipment and Facilities

Passengers are picked up and dropped off at designated bus stops. Exceptions are made on a one-time basis for new passengers as necessary. SCRTD maintains a computerized list of all bus stop signs, including geographic latitude and longitude coordinates to show their locations. The database should be updated to add a “condition” column indicating the condition rating for each bus stop improvement.

The fixed asset database lists 238 bus stop locations. 138 bus stop locations have bus stop signs according to the database. 17 of the signs are listed as “old,” presumably needing replacement. 34 of the listed locations do not show whether any sign, shelter or bench is present. Another 55 locations indicate that no sign is present.

The database currently lists 42 bus stops as having bus shelters. Of those, four are indicated as Roadrunner's property. One other belongs to Sun Metro.

All bus stop locations are also shown on the Google Maps web program. SCRTD management receives request for changes to bus stop locations from SCRTD drivers and other employees, local officials, riders and the public. This input can include requests to change or add a bus stop location and requests to add bus seating or shelters.

SCRTD has begun a unique program to build its own bus shelters. This program takes place at the Anthony bus garage facility. The in-house shelter construction not only results in cost savings to purchasing prefabricated shelters but also results in a more attractive and durable bus shelter.

40 locations are shown as having bus benches. Two of the benches are owned by Roadrunner and one by Sun Metro.

One location has a trash can according to the asset database.

Appendix C – Vehicle and Facility Maintenance Program

SCRTD hired consulting services to develop a Vehicle Maintenance Program for the SCRTD Maintenance Department. In 2026, SCRTD contracted with a consultant to evaluate its facility maintenance program and update the overall maintenance plan by adding a facility maintenance section.

A combined vehicle and facility maintenance program has been put in place by SCRTD. The program guides maintenance staff preventive maintenance and repair activities. It includes various schedules for preventive maintenance of agency vehicles and facility assets.

The plan includes required safety inspections of company facilities and equipment to ensure continuing employee and visitor safety.

South Central Regional Transit

VEHICLE AND EQUIPMENT MAINTENANCE PLAN



2022

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OVERVIEW AND GOALS

This document outlines the major responsibilities and procedures of the Maintenance Department in its day-to-day operations. **South Central Regional Transit (SCRTD)'s goal is to maintain all SCRTD vehicles in a manner that ensures the safety of its employees and the riding public.** The Maintenance Department is responsible for effectively and efficiently maintaining all rolling stock and equipment according to the manufacturer's recommendations. Further, the Maintenance Department is responsible for the physical control of the part inventory, consumable fluids, shop supplies, and other materials.

To meet or exceed maintenance standards, the following items are observed.

- **Adherence to Manufacturer's Maintenance Requirements.** The only way to ensure vehicle reliability is to adhere as strictly as possible to the manufacturer's maintenance requirements. The maintenance program is based on the fact that the manufacturer is the first and best source for all information related to the revenue fleet.
- **Preventive Maintenance Plan and Procedures.** Based upon a review of daily mileage readings (life miles) and the number of elapsed miles since the previous Preventive Maintenance Inspection (PMI), inspections are scheduled using the maintenance management system. A work order is submitted for each PMI and included in the vehicle history record. The PMI findings are repaired when they are found. No delayed or deferred maintenance is allowed.
- **Corrective Maintenance.** Vehicles receive corrective maintenance as a result of referrals from operators, road calls, audits, or deficiencies discovered during PMIs. Defects are prioritized, a repair order is generated, and the vehicle is scheduled for repair. All repairs are recorded and logged.
- **Daily Pre-Trip and Post-Trip Inspections.** Drivers are trained to identify vehicle issues to prevent service disruptions. Should an issue arise during inspection and cannot be corrected, the vehicle is replaced.
- **Monitoring and Tracking Inventory and Repairs. SCRTD** uses FLEETIO fleet management software as a platform for maintenance management systems. This software provides vehicle schedules for the PMI program, ensures on-time compliance, maintains vehicle histories, and manages parts inventory, and tracks fuel, oil and other consumables. This system enables **SCRTD** to maximize the efficiency of the maintenance operation and maintain a high standard of quality in fleet repairs.

Major goals of the Maintenance Department include the following:

- **Perform preventive maintenance in a timely manner.**
- **Document all maintenance work performed and maintain well-organized records of work performed.**
- **Provide a trained maintenance workforce proficient in all aspects of vehicle maintenance.**
- **Provide and maintain a reasonable inventory of parts and supplies that are regularly needed for vehicle maintenance.**

MAINTENANCE WORK CATEGORIES

Maintenance activities are classified in four general categories.

- Scheduled maintenance
- Scheduled repairs
- Unscheduled repair
- Component overhaul

Scheduled maintenance is the management of preventive maintenance inspections. Properly performed preventive maintenance inspections will reduce costs for the transit system and provide the highest-quality service to customers.

Scheduled repairs enable the maintenance department to maintain the highest productivity by ensuring all necessary components and personnel are available to make corrections.

Unscheduled repairs cause the most disruption and can increase the costs in maintenance.

Component overhaul is performed based on several factors including but not limited to, wear patterns, component performance, time since last overhaul, component failure.

PROCEDURES AND DOCUMENTATION

The Maintenance Manager oversees the vehicle Preventive Maintenance program. Inspection schedules for Preventive maintenance have been developed generally in accordance with manufacturer recommended intervals. The Maintenance Manager plans the daily maintenance work assignments including scheduled Preventive maintenance as well as corrective repairs.

Based on the daily schedule, the Maintenance Manager prepares daily work orders, ensures the necessary parts are available, and assigns work to the maintenance staff as appropriate.

After repairs are completed, the maintenance person responsible for completing the work initials the work order, indicating the work performed and parts used. The Maintenance Manager reviews and approves all work performed. The work order is filed in the individual vehicle file. These files are maintained in the Maintenance Manager's office.

VEHICLE DEFECT REPAIR

Vehicle operators as part of their daily routine are required to perform a thorough pre-trip inspection of their vehicle prior to pulling out from the garage into revenue service. Included in the pre-trip inspection for fixed route vehicles are the following items:

Parking brake

Engine starter

Two-way radio

Fare box

Oil pressure

Air pressure

Low air warning

Windshield wiper & washer

Heater/Defroster

Mirrors

Air conditioning

Telltale lights or buzzers

Horn

Emergency brakes

Front destination sign

Side destination sign

Headlights

Windows

Seats

Steering wheel

Fire extinguisher & highway devices

Turn signals (inside)

Front and rear doors & interlock

Lights (interior)

Four-way flashers

Wheelchair Lift/Ramp

Service doors

Tires

Clearance lights

Reflectors

Taillights

Stop lights

Rear destination sign

Turn signal lights

License plate

License plate light

Body damage

Bike rack

Intercom/microphone

Wheelchair tie down equipment

Wheelchair passenger signal

Security system including camera operation, Voice annunciation system

Ambulatory passenger signal

Fixed route vehicle operators are required to check each item for proper working condition Defects found during the pre-trip inspection may be repaired as time permits. Defects that involve safety issues such as brake defects, steering defects, ADA equipment defects, and exterior lighting that cannot be repaired will require the vehicle to remain out of service. Sample copies of the Pre-Trip Inspection Report forms for fixed route vehicles are included in Appendix A.

Paratransit vehicles have a number of items that operators are required to check as part of their pre-trip inspection prior to pulling out from the garage, including the following items:

Front lights

Seats/handrails

Rear lights

Flooring

Under vehicle leaks

Passenger lights

Windshield

Wheelchair securements & restraints

Tires/wheels

Emergency exits

Body damage

Decals/signage

Fuel cap

Mirror adjustment

Rear doors

Seat belt

Wheelchair lift & manual operation

Gauges

Right side doors/passenger steps

Wipers/washer

Step well lights

Air conditioning (front & rear)

Heating (front & rear) and defrost

Emergency equipment

Steering, play/horn

Brakes & parking brake

Two-way radio

Seatbelt cutter

Security system including cameras

Paratransit vehicle operators are required to check each item for proper working condition. Defects found during the pre-trip inspection may be repaired as time permits. Defects that involve safety issues, such as brake defects, steering defects, ADA equipment defects, and exterior lighting that cannot be repaired, will require the vehicle to remain out of service. Sample copies of the Pre-Trip Inspection Report forms for paratransit vehicles are included in Appendix A.

Such defective vehicles are reported immediately by the operator to a supervisor or to the Maintenance Manager for repair before the vehicle can be used in revenue service. Defects that do not affect safety are noted on the pre-trip inspection report and forwarded to an Operations Supervisor, who then forwards them to the Maintenance Manager for repair.

The Maintenance Manager schedules the repair of vehicles and ensures that proper documentation of the repair is prepared and filed in the vehicle maintenance file. All defect repairs are documented on work orders which include a description of the defect, the work performed, parts used, and initials of the Mechanic or Service Person.

PREVENTIVE MAINTENANCE

A. Fixed Route and Paratransit Vehicles

Fixed-route vehicles are scheduled for Preventive maintenance inspections at varying intervals based on the vehicle's make and model, as shown below. Preventive maintenance schedules meet or exceed the manufacturer's recommendations

The following table illustrates the inspection intervals for each make and model of fixed route and paratransit vehicle in the **SCRTD** fleet. Inspection sheets specifically identify what items are to be completed at each level. Inspection forms are included in Attachment C.

Current SCRTD Fleet Roster

VEHICLES	Item Model No.	Vehicle Type	Vehicle Number	Initial Value	Purchase/ Lease Date	Vehicle Condition 1-5 (5 Best)
FY2016						
2016 STARCRAFT (F-550 Super Duty)	ALLSTAR XL32 SHUTTLE	Bus	1	$92,795	11/18/2015	1
2016 STARCRAFT (F-550 Super Duty)	ALLSTAR XL32 SHUTTLE	Bus	3	$92,795	11/20/2015	3
2016 STARCRAFT	ALLSTAR XL32 SHUTTLE	Bus	5	$92,795	11/18/2016	1
2016 Chevy Express	ALLSTAR XL32 SHUTTLE	Bus	6	$80,495	12/22/2016	3
FY2020						
2014 Ford F-550 Super Duty	FORD 550	Bus	7	$14,124	8/1/2019	1
2019 Advantage	El Dorado	Bus	8	$87,035	12/22/2019	2
2020 Advantage 270	El Dorado	Bus	9	$92,829	2/19/2020	3
FY2021						
2020 Gillig	Hybrid Diesel Low Floor	Bus	2001	$679,988	11/2/2020	5
2020 Gillig	Hybrid Diesel Low Floor	Bus	2002	$679,988	11/4/2020	4
FY2022						
2022 Ford Transit Connect Wagon	Transit Passenger	Van	V2	$32,020	3/9/2022	5
2021 Ford E350	E350	Bus	12	$82,990	6/10/2022	5
FY2023						
2009 Ford Transit - E350	Transit E350	Bus	13	$9,000	9/27/2022	3
2022 Ford Transit-350	Voyager	Van	V3	$71,358	12/13/2022	5
2011 Ford F550	Ford F-550	Bus	11	$60,000	2/6/2023	4
2016 International Starcraft	Starcraft	Bus	10	$142,975	4/1/2023	4
2022 ARBOC	Chevrolet Model 5026	Bus	2302	$149,223	5/26/2023	2
2022 ARBOC	Chevrolet Model 5026	Bus	2303	$149,223	5/26/2023	2
2022 ARBOC	Chevrolet Model 5026	Bus	2301	$285,093	6/30/2023	4
FY2024						
2022 ARBOC	Chevrolet Model 5026	Bus	2304	$149,840	7/3/2023	2
2022 Front Runner	Promaster 3500	Bus	2401	$190,625	4/29/2024	2
2022 Front Runner	Promaster 3500	Bus	2402	$190,625	4/29/2024	4
2023-Forest River Van	E-Transit Van	Van	2403	$106,995	6/26/2024	5
FY2025						
2023-Forest River Van	E-Transit Van	Van	2404	$106,995	7/23/2024	5
2024 Gillig	35' Low Floor Electric	Bus	2501	$1,084,772	11/16/2024	5
2024 Gillig	35' Low Floor Electric	Bus	2502	$1,084,772	11/16/2024	5
2024 ARBOC	Chevrolet Model 5026	Bus	2506	$203,355	12/18/2024	5
2024 ARBOC	Chevrolet Model 5026	Bus	2507	$203,355	12/23/2024	5
2022 Ford Transit-350	Voyager	Van	V4	$40,000	1/30/2025	5
2025 Gillig	35' Low Floor Electric	Bus	2503	$1,084,772	3/27/2025	5
2025 Gillig	35' Low Floor Electric	Bus	2504	$1,084,772	3/25/2025	5
2025 Gillig	35' Low Floor Electric	Bus	2505	$1,084,772	3/30/2025	5
2025 Ford Transit	Passenger Van	Van	2508	$106,833	5/15/2025	5
2025 Mobility Trans	Passenger Van	Van	2509	$106,833	5/15/2025	5
2025 Mobility Trans	Passenger Van	Bus	2510	$106,833	10/2/2025	5
2024 Front Runner	Promaster 3500	Bus	2511	$220,868	9/17/2025	5
2024 Front Runner	Passenger Van	Bus	2512	$220,868	10/8/2025	5
2026 Gillig Hybrid	Hybrid Diesel Low Floor	Bus	2601	$1,053,848	2/1/2026	5
2026 Gillig Hybrid	Hybrid Diesel Low Floor	Bus	2602	$1,053,848	2/1/2026	5
2026 Gillig Hybrid	Hybrid Diesel Low Floor	Bus	2603	$1,305,429	3/18/2026	5
2026 Gillig Hybrid	Hybrid Diesel Low Floor	Bus	2604	$1,305,429	3/20/2026	5
2026 Gillig Hybrid	Hybrid Diesel Low Floor	Bus	2605	$1,305,429	3/20/2026	5
2023 Ford	E-Transit Van	Van	2606	$60,000	4/20/2026	5
2023 Ford	E-Transit Van	Van	2607	$60,000	4/20/2026	5
	Total Revenue Vehicle Initial Value			$16,416,594		

Vehicle Inspection Intervals by Make and Model

LARGE VEHICLE	Mileage Interval				
Vehicle Make / Model	7,500	15,000	30,000	45,000	60,000
2020 Gillig Hybrid	x	x	x	x	x
2024 Gillig Battery Electric	x	x	x	x	x
2025 Gillig Battery Electric	x	x	x	x	x
2026 Gillig Hybrid	x	x	x	x	x

SMALL BUS / VAN	Mileage Interval	
Vehicle Make / Model	6,000	12,000
2016 STARCRAFT (F-550 Super Duty)	x	x
2016 Chevy Express	x	x
2014 Ford F-550 Super Duty	x	x
2019 Advantage	x	x
2022 Ford Transit Connect Wagon	x	x
2021 Ford E350	x	x
2011 Ford F550	x	x
2016 International Starcraft	x	x
2022 ARBOC	x	x
2022 Front Runner	x	x
2023-Forest River Van	x	x
2024 ARBOC	x	x
2025 Ford Transit	x	x
2025 Mobility Trans	x	x
2024 Front Runner	x	x

B. Support Vehicles

Various types of support vehicles and their components are scheduled for Preventive maintenance inspections at varying intervals based on their make and model. Preventive maintenance schedules meet or exceed the manufacturer's recommendations.

C. Preventive Maintenance Goals and Record Keeping

Each day, the maintenance manager reviews the mileage report for each vehicle in the FLEETIO fleet management system. The FLEETIO system identifies what type of inspection is due for each vehicle. The service person performing Preventive maintenance inspections for all types of revenue and non-revenue vehicles in the APT fleet checks all items listed on the inspection form, notes any necessary repairs, and checks off each item to indicate that the inspection or service was completed. The vehicle number, mileage, service person's name, and date are written on the inspection form by the service person performing the inspection. Upon completion, a work order is attached to the inspection form, signed by the maintenance persons performing the inspection and is forwarded to the Maintenance Manager or designee for review and assignment of any corrective repairs to be made. The inspection is entered into the fleet database by the Maintenance Manager or designee including any parts and/or fluids used. The completed inspection form is filed by the Maintenance Manager or Maintenance Technician in the individual maintenance file for the appropriate vehicle.

The goal of the Preventive maintenance program is to perform regular, scheduled inspections and Preventive maintenance on all vehicles to ensure vehicle safety and extend vehicle useful life. Preventive maintenance inspections are to be completed within 10 percent of the scheduled mileage interval. The maintenance management system identifies when each vehicle is within 1,000 miles of an inspection becoming due. The maintenance manager schedules the vehicle for a PMI when it is within 10 percent of the mileage due. SCRTD has further established a goal of completing at least 95 percent of Preventive maintenance inspections on time. Monthly preventive maintenance on-time reports are provided to senior management and the appropriate client representative. Copies of the Preventive maintenance inspection forms used by the service person for each make and model vehicle in the SCRTD fleet are included in Appendix B.

SECURITY SYSTEMS

To ensure the safety and security of SCRTD’s passengers and drivers, the maintenance staff performs the following checks as part of preventive maintenance. The checks on listed equipment include a review of video and audio quality, correct operation of emergency switches, continuous operation of the DVR, security of the equipment, and time and date functions.

- Camera function
- DVR Operation
- Sound system
- Emergency request on the destination sign
- Lock box

CORRECTIVE REPAIRS

The SCRTD maintenance staff performs most corrective repairs for fixed-route, SCRTD paratransit, and Support vehicles. Some work is contracted to private vendors including the following:

- Engine rebuild
- Transmission rebuild
- Alternator rebuild
- Painting
- Major Body work
- Emission DPF repair
- Destination sign component repair
- 12-volt and 24-volt motor repair
- Rear differential repair

Major corrective repairs to non-revenue supervisory and maintenance vehicles are generally performed by outside vendors. Minor corrective repairs to these same vehicles are performed by the SCRTD maintenance staff. Qualified outside contractors are determined by a review of references. Work performed by outside contractors is supervised and checked by SCRTD foremen and supervisors.

MAINTENANCE OF ACCESSIBILITY FEATURES

Maintenance of accessibility features on vehicles is of critical importance. The maintenance department has established a system of regular checks of wheelchair lifts, ramps, kneelers, and other accessibility equipment to ensure operability. Data from the lift counter is checked to ensure that each lift is cycled at least once per day. When a lift or ramp is found inoperative, the vehicle shall be taken out of service before the start of the next service day, provided a spare vehicle is available. The maintenance staff shall ensure the lift or ramp is repaired before the vehicle is returned to service. If there is no spare vehicle to replace the vehicle with the inoperable lift, SCRTD shall keep the vehicle with the inoperable lift in service no more than one (1) day from the day on which the lift is discovered to be inoperative.

WARRANTY REPAIR PROCESS

Warranty repairs on vehicles or components shall be accomplished by authorized warranty repair dealers or repair shops. Charges for warranty repairs shall be billed directly to the manufacturer whenever possible. In cases where warranty repair work cannot be performed by authorized warranty repair dealers or repair shops, or if it is more expeditious to perform the repair in-house, the maintenance supervisor shall contact the manufacturer and obtain written authorization to proceed with warranty repairs in-house

before such repairs are performed. When warranty repairs are done in-house or billed directly to SCRTD, the Maintenance Manager shall forward to the Finance Director or designee a summary of all labor and parts consumed for warranty repairs within 30 days of the repair. The Finance Director shall prepare and submit an invoice to the manufacturer for the charges. The Finance Director shall ensure that invoices are collected from the manufacturer within 30 days.

CONTINGENCY FLEET

SCRTD sometimes will maintain a small number of buses designated as the contingency fleet. Vehicles in the contingency fleet have reached the end of their useful life and are maintained on-site in the event transportation is needed for emergencies or service expansion. These vehicles may accumulate only a small amount of mileage.

Vehicles in the contingency fleet will be properly maintained according to the regular Preventive mileage intervals included in this Maintenance Plan. Vehicles will be started periodically to ensure they are ready for use.

VEHICLES PENDING DISPOSAL

No vehicles are currently designated for disposal.

INVENTORY CONTROL

Inventory control is the responsibility of the Maintenance Manager, the Parts Clerks, and any maintenance personnel who use parts to repair buses. This control is accomplished as follows:

- The maintenance Manager reviews work orders, which include any parts usage.
- A parts clerk enters work orders and parts usage into the fleet and parts inventory control system.
- Each maintenance person initials his work orders to confirm the work performed and parts used.
- The Maintenance Manager and Parts Clerk will make major parts purchases with the approval of the General Manager. Purchase request forms are completed by the Maintenance Manager and/or the Maintenance Assistant and forwarded to the General Manager for review and approval. Purchase Request forms include the vendor's name, date, part descriptions, purchase amount, and competitive price quotes.
- Reorders are the responsibility of the Parts Clerk. The Maintenance Manager and General Manager perform periodic random inspections and counts of inventory. Full inventory counts are done at least once annually.

- Receiving reports are checked by the Parts clerks to ensure the count matches the receipt/invoice.

The Maintenance Manager maintains a parts inventory on the Parts Controller computer system, FLEETIO Maintenance System.

Inventory items are recorded upon receipt, and any price changes are entered at that time. Parts usage is recorded when work orders are completed.

At the end of each month an End of Period Inventory Report by Location is generated. This report shows the following for each item on record: Part Number, Part Description, Period-to-Date Used, Period-To-Date Returned, Period-to-Date Cost, Quantity on Hand, Previous Quantity on Hand, Difference Quantity, Average Cost and Inventory Value. Totals are also included for total Period-To-Date Cost for all items and the Ending Inventory Value.

SCRTD Finance personnel reconcile the End of Period Inventory as follows:

Previous End of Period Inventory	XXXXX.XX
Plus Year-To-Date Parts Purchases	XXXXX.XX
Total Period-to-Date Cost Current Month End Report	(XXXX.XX)
Inventory on Record	XXXXX.XX
Actual End of Period Inventory	XXXXX.XX
Difference	XX.XX

Differences are investigated and reported to the Maintenance Manager and the General Manager.

VEHICLE CLEANING

Each vehicle that is used in revenue service is cleaned internally and externally on a daily basis

Service personnel are responsible for completing cleaning work under the direction of the

Maintenance Manager.

Activities performed in the daily vehicle-cleaning regimen include the following:

- Sweep entire bus floor, including drivers area and stepwells

- Dust mop entire bus floor including drivers area and stepwells
- Wet mop entire bus floor including drivers area and stepwells
- Wipe seats, handrails, and dashboard
- Clean all interior windows
- Wash exterior of bus
- Empty trash container

FUELING PROCEDURES

All vehicles that are used in revenue service are serviced and fueled by driver or service attendants on a daily basis. In addition to fueling vehicles, the driver or service attendant will routinely check fluid levels (including oil, transmission fluid, engine coolant, and hydraulic fluid), the vehicle parking brake, lights, and 4-way flashers. Service island procedures are summarized as follows:

- Fill the fuel tank with the appropriate amount of fuel
- Check all fluid levels and adds fluids as necessary
- Check parking brake and notify mechanic if adjustment is needed
- Check lights and 4-way flashers and notify mechanic if repair is needed
- Replace fuel tank cap
- Note amount of fuel and fluids used on fuel sheets

As part of these procedures, the service attendant records the hubometer mileage for each vehicle serviced, the amount of fuel pumped, the amount of engine oil used, the amount of transmission fluid used, the amount of engine coolant used, and the amount of hydraulic fluid used. Fuel sheets are forwarded to the Maintenance Manager, who records fuel and fluid usage into the computerized tracking system.

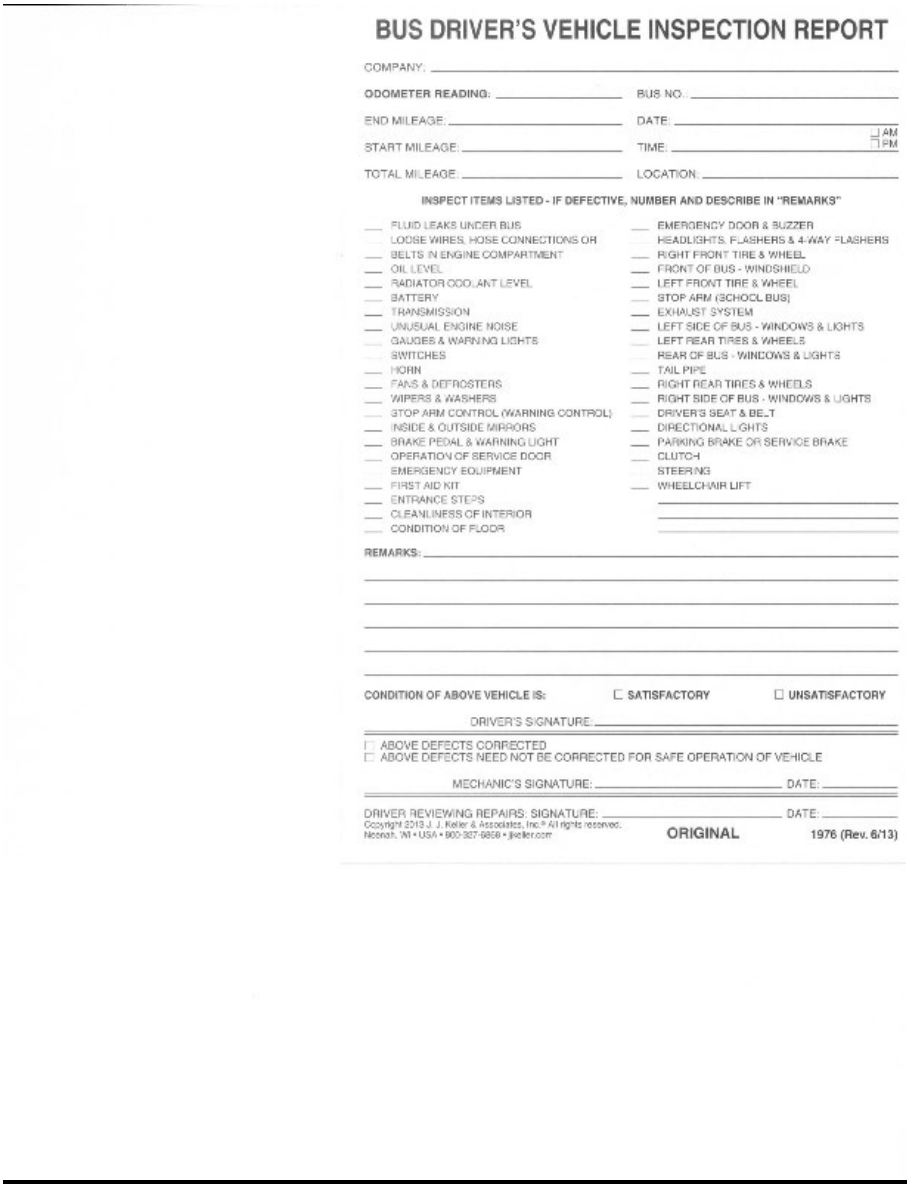
ROADCALL PROCEDURES

When a bus operator encounters a maintenance problem with a vehicle, he/she shall report it to the dispatcher/supervisor on duty, who will then communicate it to the maintenance department. A mechanic will be dispatched to meet the bus and check the problem. If the problem cannot be remedied at the scene, a replacement bus will be provided.

Upon return to the garage, the attending mechanic will complete a work order detailing the road call and the repair issue. The problem will be repaired before the bus returns to active use. The road-call work order will be entered into the computerized work order file as part of the fleet maintenance program.

PRE-TRIP INSPECTION FORMS

FIXED ROUTE AND PARATRANSIT VEHICLES



BUS DRIVER'S VEHICLE INSPECTION REPORT

COMPANY: _____

ODOMETER READING: _____ BUS NO.: _____

END MILEAGE: _____ DATE: _____

START MILEAGE: _____ TIME: _____ ☐ AM ☐ PM

TOTAL MILEAGE: _____ LOCATION: _____

INSPECT ITEMS LISTED - IF DEFECTIVE, NUMBER AND DESCRIBE IN "REMARKS"

___ FLUID LEAKS UNDER BUS	___ EMERGENCY DOOR & BUZZER
___ LOOSE WIRES, HOSE CONNECTIONS OR	___ HEADLIGHTS, FLASHERS & 4-WAY FLASHERS
___ BELTS IN ENGINE COMPARTMENT	___ RIGHT FRONT TIRE & WHEEL
___ OIL LEVEL	___ FRONT OF BUS - WINDSHIELD
___ RADIATOR COOLANT LEVEL	___ LEFT FRONT TIRE & WHEEL
___ BATTERY	___ STOP ARM (SCHOOL BUS)
___ TRANSMISSION	___ EXHAUST SYSTEM
___ UNUSUAL ENGINE NOISE	___ LEFT SIDE OF BUS - WINDOWS & LIGHTS
___ GAUGES & WARNING LIGHTS	___ LEFT REAR TIRES & WHEELS
___ SWITCHES	___ REAR OF BUS - WINDOWS & LIGHTS
___ HORN	___ TAIL PIPE
___ FANS & DEFROSTERS	___ RIGHT REAR TIRES & WHEELS
___ WIPERS & WASHERS	___ RIGHT SIDE OF BUS - WINDOWS & LIGHTS
___ STOP ARM CONTROL (WARNING CONTROL)	___ DRIVER'S SEAT & BELT
___ INSIDE & OUTSIDE MIRRORS	___ DIRECTIONAL LIGHTS
___ BRAKE PEDAL & WARNING LIGHT	___ PARKING BRAKE OR SERVICE BRAKE
___ OPERATION OF SERVICE DOOR	___ CLUTCH
___ EMERGENCY EQUIPMENT	___ STEERING
___ FIRST AID KIT	___ WHEELCHAIR LIFT
___ ENTRANCE STEPS	_____
___ CLEANLINESS OF INTERIOR	_____
___ CONDITION OF FLOOR	_____

REMARKS: _____

CONDITION OF ABOVE VEHICLE IS: ☐ SATISFACTORY ☐ UNSATISFACTORY

DRIVER'S SIGNATURE: _____

☐ ABOVE DEFECTS CORRECTED
☐ ABOVE DEFECTS NEED NOT BE CORRECTED FOR SAFE OPERATION OF VEHICLE

MECHANIC'S SIGNATURE: _____ DATE: _____

DRIVER REVIEWING REPAIRS: SIGNATURE: _____ DATE: _____

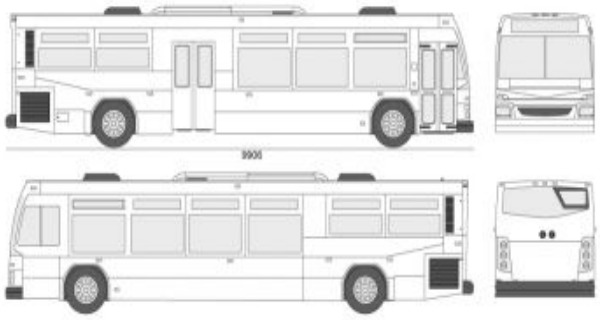
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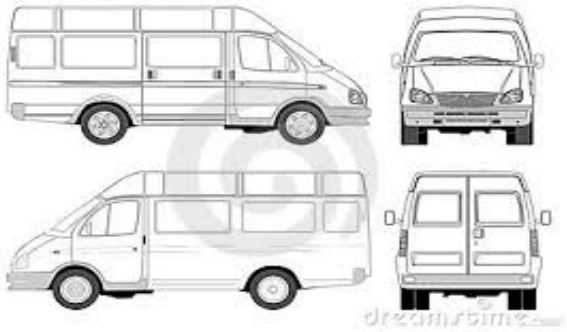
ORIGINAL 1976 (Rev. 6/13)

DEFECT CARD BACK (CIRCLE DEFECT AREA)

Unit #

Pre and post Trip Inspection Form





Comments_____

_____

_____

_____

_____

_____

_____

_____

Driver's Signature _____**Date:**

The maintenance person is notified of a safety issue:

PM INSPECTION FORMS

The following pages include Preventive maintenance inspection forms for the various makes and models of vehicles in the fleet that are used by mechanics and service persons for conducting various inspections

2020 Gillig Inspection Form (Sample)

Preventive Maintenance Inspection Form - Gillig

Bus No.			Completion date:			
Model:						
Type of Inspection:						
Inspection Assigned to:			By:			
Special Instructions		MX	Vehicle Mileage		Fluids Added	Mechanic time
	Change Fuel filters		This Insp:		OIL:	IN:
	Change Oil &Filters		Last Insp:		ATF:	OUT:
	Change Trans Filters		Elapsed:		PSF:	IN:
	Air Filter (12K)		Cumulative:		ANT:	OUT:
	ADA Inspection		Next Insp:		REF:	IN:
	See Attached Instructions				HYD:	OUT:
	Change Water Filter					IN:
	Change Hydraulic Filter					OUT:
	DPF filter (48 k)					

Action Codes: √=OK A= Adjusted R= Repaired

1. Cleaning	Act	Mech	2. Drive On (Continued)	Act	Mech
Wash Engine			Gear Shifter Operation Mounting		
Wash Battery Box			Brake Interlock Operation		
2. Drive On			Destination Sign: Light and operation		
Step and Floor Covering			Speedometer		
Passenger seats: Cuts, mounting, loose screw s			Kneeling: operation		
Window s: latches, stops, runners, glazing			3. Body		
Stanchions: Mounting, loose screw s, sharp edg			Outside Decals and numbers		
Passenger Signal, Bell, cord, light , tape			Bumper and mounting		
Interior lighting			Compartment doors		
Dash Light: Sw itch, gauges			Fuel Tank & Cap		
Head lights: Dimmer sw itch			4. Frame		
Turn Signals & 4-w ay flashers			Cracks		
Exterior lights & lenses			Under rigging damage		
Brake Lights burning			Radius rods		
Horn			Shocks		
Door: Hardw are, operation- front, rear			Air Springs		
Driver seat Adjustments & mountings			Muffler & Mounting		
Mirrors: Inside and out			5. Differential		
Radio: Operation and Mounting			Drive shaft u joint		
Fare box: Operation, light, lens, coin&bill mech			Diff. Grease		
Knobs			Leaks		
Windshield w iper Blades and Operation			Breather		
Park Brakes			Unusual noise		
			Pinion Bearing play		

6. Steering			12. Cooling system		
Steer fluid level and leaks			Radiator leaks		
Play in steering w heel			Water hoses & connections		
Tie rods, drag link knuckles, pitman arm			Clean radiator		
Steering knuckles and Kingpins			Shroud		
			Surge tank level		
7. Wheels & Tires			Fan: Blades, operation		
Axle flange nuts			13. Electrical		
Wheel bearing Adjustment/ leaks			Generator output, mounting, connections		
Loose missing lugs			Unusual noise		
Tread w ear/tire pressure			Starter operation		
			Worn or broken Wiring		
8. Brakes	Act	Mech	All lights burning		
Service Brakes: Adjust, w ear , travel			PA system: check operation		
Brake anchor pins, loose cams, anchor locks			14. Heating System		
Slack adjusters			Heater leaks		
Brake camber, leaks, push rod travel			Heater w ater lines		
Clevises, clevis pins, & cotter keys			Heat pump: leaks & operation		
Application valve			Heat , A/C, & defroster Operation		
Relay valve			Blow er filters		
Hand brake operation			15. Lubrication		
9. Air System			Grease & Lubricate coach		
Drain air tanks			Front hub oil level		
Air governor operation			16. Air Conditioning		
Leaks and w orn hoses			Oil level		
Compressor noise			Freon Level		
Moisture ejection operation			Drier		
10. Engine Compartment			Clutch clearance		
Air filter			Clevis Pins		
Oil pressure, Min: Max:			A/C drive line		
Exhaust leaks			Alternator output		
Manifold bolts			Condenser: Motor & condenser		
Oil Leaks			Evaporator		
Fuel leaks			17. Batteries		
Throttle operation			Clean terminals &cables		
Air intake leaks			Water Level		
Vent			Check and Lubricate tray		
Belts & pulleys: Wear, tension			Check cells and record below		
Engine mounting			18. ADA		
11. Transmission			Lift: Rams & seals		
Leaks			Ramp: Clean tracks, operation, bolt tightness		
Fluid level			Weight test: Test 50lb w eight		
Electrical connections			Lift safety belt: mechanism, frays, connections		
Shift operation			Stow height: check for level		
			Pivot points: Grease and lube		

19. Securement Devices		
Tracks: clean		
Operation: belts, fasteners, latches		
20. Safety and Security		
Cameras/DVR		
First-Aid kits		
Fire Extinguisher		
Battery Readings:		
Gravity- Voltage-		

Remarks:

Date:

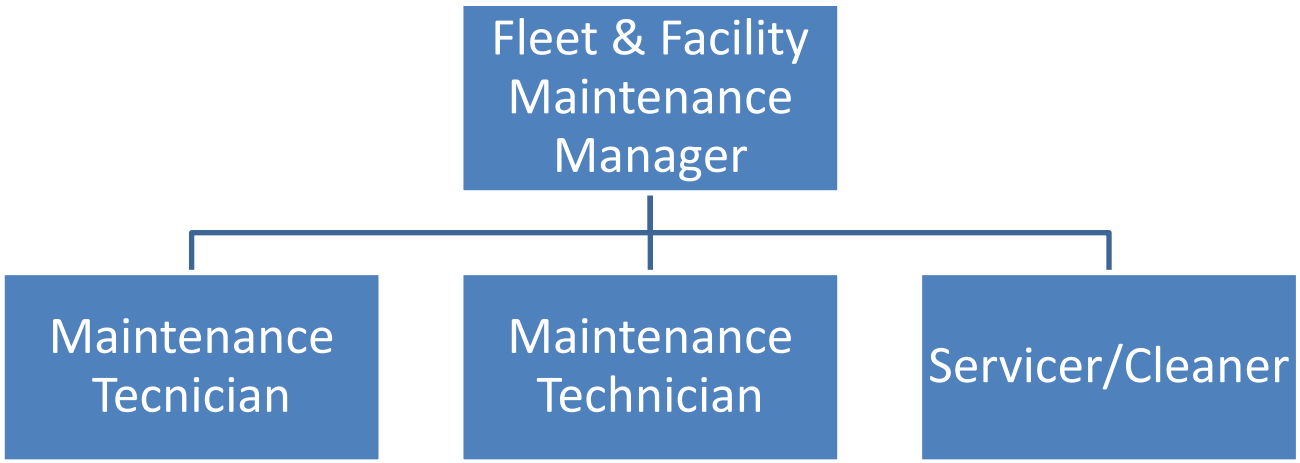
Name:

Cutaway, Support Vehicle PM Inspection Form

SCRTD Support Vehicle Preventive Maintenance Inspection Form					
Vehicle Number _____	**Odometer Reading _____**		**Date ___/____/_____**		
Action Code OK, A = Adjusted, R = Repaired					
	Action Code	Mechanic Initial		Action Code	Mechanic Initial
Road test vehicle			Inspect ABS module, brake lines and wiring.		
Isolate any chaffing or rubbing wires, hoses or lines throughout the entire inspection.			Check condition of master cylinder and lines		
Check and correct any loose electrical or hose connections throughout the entire inspection			Check windshield for cracks, chips, and pitting		
Check body damage, glass, mirrors, fuel cap, access doors			Check air filter restriction gauge; replace filter if necessary		
Check operation of horn, exterior and interior lights and lamps, brake lights, turn signals, reverse lights, backup alarm and hazard lights			Inspect all cabling, wiring, and hoses going through firewall for effective seal		
Check pedal pads, passenger door operation, and insurance card			Check engine, transmission, and body mounts		
Check dash safety warning lamps (brake, ABS, air bag, safety belt) and gauges for correct operation.			Check for loose rivets frame and bracket cracks and looseness		
Check first aid kit for contents and mounting			Inspect exhaust system and heat shields		
Check fire extinguisher charge, safety pin in place, hose and handle in serviceable condition and inspection tag up to date.			Inspect DPF (Diesel Particulate Filter) pressure lines		
Initial monthly fire extinguisher inspection tag			Check springs, shocks, struts, U-bolts, and other suspension components for leaks, looseness and damage		
Check air conditioning, heating, and defroster operation			Inspect fuel tank condition.		
Pressure test brake system with foot.			Inspect fuel lines and connections for leaks and routing		
Check parking brake for correct operation.			Change engine oil and filter		
Check all seat belts for condition and operation			Follow safety instruction in service manual, replace fuel filter		
Check all seats for condition of coverings. Shake each seat, inspect for looseness and proper folding			Check condition of steering gear box, steering column and pitman arm		
Check the operation of all passenger emergency exits/windows			Inspect and lubricate: steering linkages and steering coupler, suspension Check for cracked boots		

SCRTD Support Vehicle Preventive Maintenance Inspection Form (Page 2)					
Vehicle Number _____					
Action Code OK, A = Adjusted, R = Repaired					
	Action Code	Mechanic Initial		Action Code	Mechanic Initial
Check for worn, torn, damaged flooring			Inspect and lubricate: driveshaft, u-joints, half shaft dust boots, kingpins, and ball joints. Check for cracked boots		
Inspect interior for protruding screws, loose trim and other passenger or driver hazards			Inspect brake pads with 6mm Allen wrench. Ensure enough brake pad is left to go to the next PM		
Count (3) warning reflectors.			Inspect brake discs, brake lines and hoses		
Check windshield washer spray and wiper operation			Inspect for cracks and damage to wheels and tires.		
Lubricate door rubber weather-strips with silicone spray.			Ensure tires have a minimum of 4/32 front and 2/32 rear tire tread		
Inspect weather-strips for excessive wear.			Check tires for nails, screws, and sidewall damage.		
Lubricate all hinges, latches, and outside locks; verify operation			Check and correct tire pressure to specifications		
Inspect for oil and fluid leaks.			Check torque on lug nuts		
Pressure test cooling system; check coolant level, and correct strength			Inspect differential for leaks and condition of lubricant. Shake differential breather.		
Inspect engine cooling system and hoses			Inspect wheels for end play and noise		
Check radiator, coolers, heater, and air conditioning hoses.			Check operation of lift switches, adjust as necessary		
Check charge air system radiator and pipes			Cycle lift looking for misalignments and stress cracks in linkages		
Check fan shroud condition.			Cycle lift again looking for worn pins, hinges, and bushings.		
Test water pump for play,			Cycle lift checking the operation of chair safety stop, routing and condition of electrical wiring and switches.		
Check fan rotation when engine is cool			Ensure lift stops operation with lift safety belt disconnected		
Check and top off brake, power steering and window washer fluid			Cycle lift looking for hydraulic leaks at fittings and hoses		
Check exhaust for leaks, damage, loose parts and foreign material			Check tightness of retaining bolts on handrails, hydraulic cylinders, and lift motor		
Check battery and battery cable condition			Clean lift channels, exposed gearing, and lubricate as required		
Spray battery posts with battery spray			Check tie down straps		
Inspect alternators, A/C compressors, hydraulic pump hoses and pulleys, belts and tensioners			With lift deployed, check operation of brake and transmission or accelerator interlocks.		

Maintenance Organizational Chart



South Central Regional Transit

2026 Facility Maintenance Plan

South Central Regional Transit District

June 2026

Introduction

South Central Regional Transit District operates public transportation throughout the south-central area in New Mexico and the El Paso area in Texas. This plan provides the basis for maintaining system facilities, including on-street assets. The plan covers the two existing SCRTD facilities in Sunland Park and Anthony, New Mexico. It also includes regular maintenance for SCRTD serviced bus shelters, bus benches, bus stop signs, and trash receptacles.

The goals of a facility maintenance program are to maintain facilities to a high standard of safety, regulatory compliance, cleanliness, and usability to both employees and customers. SCRTD's facility maintenance complies with local and state regulations as well as with Federal Transit Administration (FTA) requirements.

It is the responsibility of the Maintenance Division to maintain the Facility in safe, clean, and good working order. All minor repairs are performed by SCRTD employees. Any repair requiring special tools, equipment, or a license will be performed by maintenance employees or outside vendors.

Janitorial Maintenance: SCRTD employs staff who empty the trash and maintain the cleanliness of the office floors and the building.

Landscaping Maintenance: SCRTD employees maintain the grounds and landscape.

Facility Maintenance: SCRTD is responsible for the maintenance of the physical facility, including, but not limited to, buildings, HVAC, plumbing, electrical systems, and structures. SCRTD employees maintain the floors and maintenance equipment.

Certain building and grounds equipment requires outside vendors to service and certify operation. SCRTD maintains contracts with these vendors on a year-to-year basis.

The Maintenance Manager and Maintenance Supervisors will perform routine inspections as needed and minor preventive maintenance on the following equipment, as appropriate or as installed. Major preventive maintenance is performed by factory-authorized dealers.

Facility Maintenance Goals

This plan's goals are to create and maintain high standards for the maintenance of SCRTD facilities, including its on-street assets. The SCRTD Maintenance Department strives to provide safe and clean facilities through efficient, cost-effective processes.

- Consistently clean, repair, and maintain all SCRTD facilities.
- Exceed 80% on-time completion of scheduled facility maintenance.

- Comply with all regulatory requirements, including Hazardous Materials and OSHA requirements.

Facility Function Overview

The overall plan for SCRTD facilities is managed by the SCRTD Executive Director. The day-to-day management and maintenance of SCRTD facilities is the responsibility of the Maintenance Manager. That position oversees other employees who perform the frontline work on SCRTD facilities.

By following the schedules provided in this plan, the maintenance department can ensure a safe and clean environment for customers and employees and keep SCRTD facilities up to date.

Preventive maintenance issues are documented on the PM inspection forms. Any documentation of repairs or modifications completed during the PM process should be followed through under the direction of the Maintenance Manager.

Scheduled Facility Maintenance

The following procedures are used in the maintenance of SCRTD's facilities and on-street assets. The Maintenance Manager is responsible for assigning facility maintenance work. SCRTD receives periodic preventive maintenance in accordance with the agreed-upon facility maintenance schedules. On-street assets, including bus stops, benches, and shelters, receive regular maintenance upon an agreed-upon preventive maintenance schedule.

All preventive maintenance (PM) forms are checklists of required tasks. Any repairs performed during PM's must be recorded on the forms.

Unscheduled Facility Maintenance

Various unscheduled maintenance may be performed due to items such as water leaks, vandalism, normal wear and tear, or other causes. The maintenance department's goal is to minimize the lifecycle cost of SCRTD facilities while providing a hazard-free environment for employees and customers.

Facility Maintenance Management System

The Facility Computerized Maintenance Management System (CMMS) is through FLEETIO. This program was selected based on its current use also as the agency's vehicle maintenance program and the ability of the program to be adapted to facility maintenance recordkeeping and scheduling.

The Maintenance Manager and his staff use FLEETIO for vehicle maintenance daily. Vehicle PM schedules are tracked in FLEETIO by vehicle mileage. Any vehicle repair records are recorded in the system. The Maintenance Department uses FLEETIO for facility maintenance in essentially the same manner as vehicles are tracked except PM schedules are based on time intervals (months, years, etc.) rather than mileage. Facilities and on-street assets are entered into the software system as if they were an additional vehicle. Schedules of PM tasks are entered into the system under the appropriate facility asset.

SCRTD FACILITY MONTHLY SAFETY INSPECTION

This safety inspection form is designed to assist in identifying unsafe conditions. Follow-up on the status of corrective actions and work orders monthly.

Completed by: _____ Location: _____ Date: _____

SYSTEMS	Fail	Pass	NA	Corrective Action
HVAC System Working				
HVAC Filters Replaced Quarterly				
Plumbing fixtures				
Interior / Exterior Lighting				
Fire Alarm System Inspection Current				
Entry Gates Working				
Security System Working				

ADMINISTRATIVE / HOUSEKEEPING	Fail	Pass	NA	Corrective Action
Written safety procedures in place				
OSHA log updated/safety posters displayed				
Emergency Evacuation Route posted				
Walkways / aisles uncluttered				
Emergency Exits identified				

EMERGENCY	Fail	Pass	NA	Corrective Action
Emergency Contact Info Posted				
First Aid Supplies Available in Facilities				
First Aid Supplies Available in Vehicles				

TRIP & FALL HAZARDS	Fail	Pass	NA	Corrective Action
Metal ladders marked "do not use around electrical equipment"				
Stairways in good repair with handrails				
Storage areas orderly				
Lighting adequate				
Emergency lighting in place				
Wet floor & spill signage available				
Cords & cables correctly routed				

HAND TOOLS	Fail	Pass	NA	Corrective Action
Power tools properly grounded				
Defective tools removed from use				
Proper tool guards in place				
Tools grounded or double insulated				
Employees trained on hand tools				

SCRTD FACILITY MONTHLY SAFETY INSPECTION

FIRE SAFETY	Fail	Pass	NA	Corrective Action
Fire extinguishers properly mounted				
Fire extinguishers inspected monthly				
Fire extinguishers have current inspection tag				
Flammable items in approved containers				
Combustibles properly disposed				
"No smoking" areas designated				
Smoke detectors in place & functional				
At least 18" space below sprinkler heads				
Sprinkler valves locked open				

ELECTRICAL HAZARDS	Fail	Pass	NA	Corrective Action
Machinery & Equipment grounded				
36" clearance around electrical panels				
Electrical panels closed & latched				
Electrical panels clearly marked				
Outlets, switches & boxes have covers				
Overhead electrical lines exposure controlled				
Space heaters safely placed				

MATERIAL HANDLING & STORAGE	Fail	Pass	NA	Corrective Action
Chains & cables inspected regularly				
Machinery guards & warnings in place				
Air hoses have safety latch to prevent disconnect				
Compressed gas cylinders secured				
Welding equipment in proper condition				
Hazard material containers labeled				
MSDS available to employees				
HAZCOM training program in place				
Working Eye wash / emergency shower				

PERSONAL PROTECTIVE EQUIPMENT	Fail	Pass	NA	Corrective Action
Employees trained on PPE				
Training documented				
Face / Eye / Ear Protection Available				

INSPECTION REMARKS

Please complete this form and provide copy to the Executive Director.

SCRTD FACILITY ANNUAL INSPECTION

Form to be completed once per year.

Completed by: _____ Location: _____ Date: _____

SUBSTRUCTURE CONDITION	Fail	Pass	NA	Corrective Action
Foundations				
Walls				
Columns				
Slab				
Other structural components				

ROOF	Fail	Pass	NA	Corrective Action
Roof structure				
Gutters, Downspouts				
Eaves				
Skylights				

EXTERIOR	Fail	Pass	NA	Corrective Action
Windows				
Doors				
Walls				

INTERIOR	Fail	Pass	NA	Corrective Action
Doors				
Walls				
Stairs & landings				

PLUMBING	Fail	Pass	NA	Corrective Action
Leaks?				
Fixtures condition				

Follow-up on the status of corrective actions and work orders monthly.

Please complete this form and provide copy to the Executive Director.

SCRTD AIR COMPRESSOR INSPECTION

Form to be completed once per year.

Completed by: _____ Location: _____ Date: _____

BUILDING AIR COMPRESSOR	Fail	Pass	NA	Corrective Action
Equipped with pressure relief valves?				
Equipped with pressure gauges?				
Is belt drive totally enclosed protecting on all sides?				
Air hoses in good condition? Damage?				
Control valves in good condition?				
Is there any oil leakage?				
Is a drip tray provided?				

VEHICLE AIR COMPRESSOR	Fail	Pass	NA	Corrective Action
Equipped with pressure relief valves?				
Equipped with pressure gauges?				
Is belt drive totally enclosed protecting on all sides?				
Air hoses in good condition? Damage?				
Control valves in good condition?				
Is there any oil leakage?				
Is a drip tray provided?				
Fire extinguisher provided?				
Exhaust directed away from flammables?				

INSPECTION REMARKS

Follow-up on the status of corrective actions and work orders monthly.

Please complete this form and provide copy to the Executive Director.

SCRTD MONTHLY BUS STOP MAINTENANCE FORM

Completed by: _____ Location: _____ Date: _____

At Each Bus Stop: Mow grass, remove weeds, pressure wash shelter, bench & concrete pad. Remove graffiti, gum and other substances. Take photos of any item in need of repair.

			Damage, vandalism, other?			
Bus Stop Name	Direction	Description	Bench	Panels	Roof	Ad Rack
Sunland Park City Hall	NB	Shelter, Bench, Trash				
Notes:						
Sunland Park Casino	NB	Shelter, Bench				
Notes:						
McNutt at Riverside		Shelter				
Notes:						
Riverside Elementary	SB	Shelter, Bench				
Notes:						
McNutt & Gila	SB	Shelter, Bench				
Notes:						
McNutt & Hondo	SB	Shelter, Bench				
Notes:						
McNutt & Camino Real	SB	Shelter, Bench				
Notes:						
La Clinica	SB	Shelter, Bench				
Notes:						
Loma Vista & Bella Vista	SB	Bench				
Notes:						
Ocotillo & Luna SB	SB	Shelter				
Notes:						
Mimbre & McNutt	SB	Shelter				
Notes:						
McNutt & Anapra	SB	Shelter				
Notes:						
McNutt/Calle Morocco	SB	Shelter				
Notes:						
McNutt/Calle Carousel	SB	Shelter				
Notes:						

SCRTD MONTHLY BUS STOP MAINTENANCE FORM

			Damage, vandalism, other?			
Bus Stop Name	Direction	Description	Bench	Panels	Roof	Ad Rack
Anthony TC		Shelter, Bench				
Notes:						
La Union Comm Center	SB	Shelter, Bench				
Notes:						
Sunland Park & Futurity	NB	Shelter, Bench				
Notes:						
Westside TC		Shelter				
Notes:						
Mesa @ Walmart		Shelter				
Notes:						
County Line Dr.-Subway	Out	Bench				
Notes:						
McCombs at Hermosa		Shelter				
Notes:						
McCombs-Northgate TC		Bench, Shelter				
Notes:						
La Clinica on E Lisa Dr	In	Bench				
Notes:						
228 at Post Street		Bench				
Notes:						
Union & Oak		Bench				
Notes:						
Hatch Comm Center		Bench				
Notes:						
Rincon- Post Office N		Bench				
Notes:						
Hatch Comm Center N		Bench				
Notes:						

Follow-up on the status of corrective actions and work orders monthly. Take photos of repaired items.

Please complete this form and provide copy to the Executive Director.

SCRTD FIRE EXTINGUISHER INSPECTION FORM

Form to be completed once per month

Completed by: _____ Location: _____ Date: _____

Fire Extinguisher Number: _____

TASK	Fail	Pass	NA	Corrective Action
Valid Maintenance Tag with Annual Date				
Nothing blocking access to fire extinguisher				
Pressure gauge shows fully charged				
Pressure gauge not showing over-charged				
Hose/nozzle free of cracks or tears				
Pin & Tampler Seal Intact				
Handle/Level undamaged				
No other dents, leaks, rust or abnormal wear				

Fire Extinguisher Number: _____

TASK	Fail	Pass	NA	Corrective Action
Valid Maintenance Tag with Annual Date				
Nothing blocking access to fire extinguisher				
Pressure gauge shows fully charged				
Pressure gauge not showing over-charged				
Hose/nozzle free of cracks or tears				
Pin & Tampler Seal Intact				
Handle/Level undamaged				
No other dents, leaks, rust or abnormal wear				

Fire Extinguisher Number: _____

TASK	Fail	Pass	NA	Corrective Action
Valid Maintenance Tag with Annual Date				
Nothing blocking access to fire extinguisher				
Pressure gauge shows fully charged				
Pressure gauge not showing over-charged				
Hose/nozzle free of cracks or tears				
Pin & Tampler Seal Intact				
Handle/Level undamaged				
No other dents, leaks, rust or abnormal wear				

Follow-up on the status of corrective actions and work orders monthly.

Please complete this form and provide copy to the Executive Director

CHARGEPOINT CHARGING STATION INSPECTION FORM

Location: _____ Station #: _____

Date: ___/___/_____ Technician Name: _____

ACTION KEY:			
I: Visual inspection may require removal of cover panels using ChargePoint specified tool R: Replace failed components with ChargePoint approved process and equipment C: Contact ChargePoint for recommended course of action D: Document with a before and after photo X: If you have paired stations, you must de-energize both stations before beginning any work			
ANNUAL MAINTENANCE			
TASK		Action	Initial
System check and data Retrieval	Verify serial number and site designation.	D	
	Document the status of the Express 250 charging station.	D	
Lock out/tag out (LOTO)	Verify that the system is properly locked out and tagged out. Lock out/tag out (LOTO) must be performed only by a qualified worker. Follow ChargePoint LOTO policy and site LOTO policy. If there's a conflict, follow the stricter policy or escalate to management for mutually agreed to decision.	I, D	
Inspection of exterior	Visually inspect the exterior (panels, vinyl material coverings, LED display, touchscreen) of the unit for damage. Document failed light bar LED bulbs for replacement later in the inspection.	I, D	
	Verify nameplates and labels are readable and in proper condition.	I, D, R	
	Inspect the weather gaskets on panels for damage or degradation that would result in water ingress. VERIFY NO GAPS BETWEEN PANELS WHEN REASSEMBLED.	I, D, C	
	Verify charging cables, latching points, switches and buttons are free of damage. Verify that the swing arm rotates freely without obstructions. DO LIFT CABLES UP TO UNLATCH THEM AS IT WILL BREAK THE BUTTON.	I, D, C	
	Verify charging cable connectors are free of damage and that cables latch without issues.	I, D, C	
	Inspect stations and interconnection points between paired stations for rust or damage.	I, D, X	
Cleaning (exterior)	Clean all seven skins/panels (three on rear, four on front), touchscreen, cables and cable connectors, utilizing a damp, lint-free cloth or other ChargePoint approved methodology and cleaning material.	I, C	