

ODOT Public Transit Division – 2009-2011 Discretionary Grant Program

Preventive Maintenance Policy

PTD grant funds from federal (5310) and state (STF Discretionary) sources are available for vehicle preventive maintenance for public transportation services that primarily serve the elderly, people with disabilities, and people with low incomes. The minimum expectation for maintenance is to ensure the vehicles remain in good condition and are comfortable, safe and reliable.

Preventive maintenance includes all maintenance, such as lube/oil/filter changes, tire replacements and tire maintenance, tune-ups and other scheduled or routine service items, required annual inspections, washing vehicles, wear and tear repairs and associated parts, supplies and labor.

Repairs resulting from accidents over what is covered by insurance (or when deductible is not met) are now eligible costs as capitalized preventive maintenance.

There is no longer a limit per vehicle on how much can be spent on preventive maintenance. Agencies will be provided a target allocation for projects through the local STF Committee process. Projects must be derived from a local human service/transportation coordinated plan in order to be eligible for funding. Eligible agencies of funds include public entities or private nonprofit agencies. Private for-profit agencies are not eligible.

Major component replacements/rebuilds, such as engines and transmissions, and body renovations are also eligible in the capital preventive maintenance category. However, if a major overhaul is done where several vehicle components are rebuilt or replaced and the estimated cost is 20% or more of the value of the vehicle, it should be considered a rehab and applied for as a separate project.

Vehicles **not** eligible for capital preventive maintenance funding are: vehicles that have the maintenance funded from another source or where PTD funding would subsidize non-transportation activities of the agency or where PTD funding would subsidize competition with the private sector. Some examples include vehicles that are used:

- Primarily for Medicaid service;
- Primarily for charter service;
- Primarily for agency business use;
- To provide work trips that are paid via a contract that covers the vehicle maintenance; or
- As staff or maintenance vehicles.