



EVERETT TRANSIT

2015

# Transit Development Plan 2015 – 2020 and 2014 Annual Report



Public Hearing at  
Everett City Council

August 26, 2015

## Table of Contents

Section	Title	Page
I:	Organization.....	1
II:	Physical Plant .....	2
III:	Service Characteristics .....	2
IV:	Service Connections .....	3
V:	Activities in 2014 .....	3
VI:	Proposed Action Strategies, 2015 - 2020 .....	4
VII:	Proposed Changes, 2015-2020.....	8
VIII:	Capital Improvement Program, 2015-2020.....	9
IX:	Operating Data, 2014 - 2020 .....	9
X:	Operating & Capital Revenue and Expenditures 2014-2020.....	10
	Appendices: .....	11
	Rolling Stock, Facilities & Equipment.....	12
	System Map .....	18
	Instructions .....	19

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

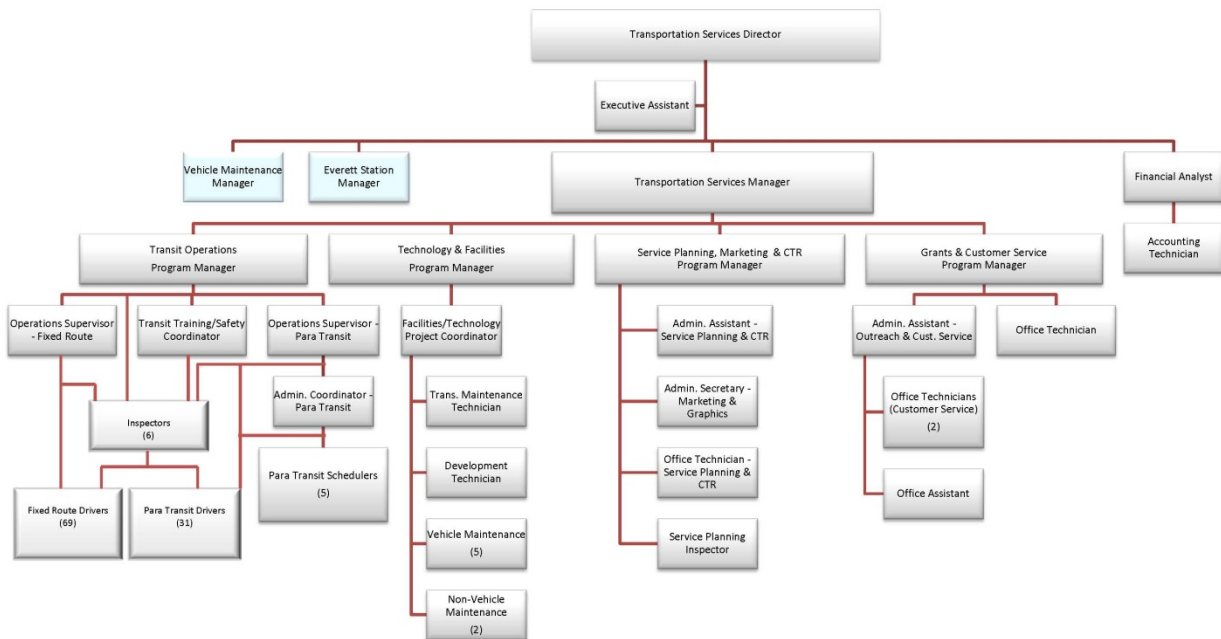
The Transportation Services section encompasses daily operations and support functions to daily operations. It also includes services to external customers such as Commute Trip Reduction (CTR).

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 2015, the Transit Division employed 143 full-time equivalents allocated to the following sections:

Fixed-Route:           105  
 Demand Response:    38

The Organization Chart below depicts the staffing levels and distribution for Everett Transit as of January 2015.



## Section II: Physical Plant

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

<u>Administrative Offices</u> 3225 Cedar Street Everett, WA 98201	<u>Maintenance Facilities</u> 3227 Cedar Street Everett, WA 98201	<u>North Operations Base</u> 2911 California Avenue Everett, WA 98201
<u>Everett Station</u> 3201 Smith Avenue Everett, WA 98201	<u>College Station</u> 2200 Tower Street Everett, WA 98201	<u>Mall Station</u> 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, 2014, Everett Transit provided fixed-route service on thirteen 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 many holidays. Monday through Friday routes serve the Boeing Plant, the business parks, and the Mukilteo Ferry. System headways vary between 20 and 60 minutes on weekdays and between 30 and 60 minutes on Saturday and 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, 2015):**

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; 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 RRFP 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
- Everett Senior Center
- Eastmont Park and Ride
- WA State DSHS/Employment Security
- 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

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 2014

Several major activities were continued in 2014. At the regional level, significant 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.

Installed four new shelters, replaced three shelters damaged by vehicles, installed four benches at existing shelters, and installed eight new trash receptacles.

Achieved 30% Design for the Everett Station Parking Garage; received Federal Transit Administration concurrence for the Documented Categorical Exclusion (DCE) for the site. Final design and construction is not currently funded.

Produced and installed new bus stop flags and toppers for all bus stops in the system. The new flag design and configuration increases visibility of posted stop information at the stop and reduces maintenance costs.

Implemented customer access to real-time through the Everett Transit Arrivals (ETA) program, and produced informational materials to promote the use of the system.

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 2014. These systems included automatic passenger counters, automatic stop announcements, automatic vehicle locators, and mobile data terminals.

Federal grant funded for Everett Station Preventive Maintenance projects.

Federal and state funding received for Preventive Maintenance of vehicle fleet.

## **Section VI: Proposed Action Strategies, 2015 - 2020**

For the 2015-2020 time period, the following action strategies will be pursued to meet the five State Policy Objectives listed below.

### **1) Preserve 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) Conduct daily boarding counts on fixed-route service and institute supplemental monitoring measures. These counts will continue through 2016 in order to validate information gathered through the new automated passenger counting system.
- 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 for even greater customer service.
- v) Continue validation of integrated technology systems including automatic passenger counters, automatic stop announcements, and automatic vehicle locators on all fixed-route vehicles.
- 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 systems 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) Launch a new website for better online customer experience, continue social media updates for event updates and rider alerts.
- vi) Partner with Community Transit to expand trip planning services.

**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.
- ii) Utilize automated scheduling system's Customer Comment module 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 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 re-development project including transportation links to downtown and Everett Station.
- iii) 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 fixed-route system analysis and transit facility improvements planning.**

- i) Expand the use of a GIS database to track bus stops, facilities, and amenities for planning 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 2015 and 2020 approximately 6 fixed-route vehicles and approximately 6 paratransit vehicles are due for replacement.
- c) Continue to replace and add shelters, benches, and trash receptacles as funds become available.
- d) In 2015, reconfigure Main Base (Transit Operations Center/Administrative Offices) to accommodate all fixed-route vehicles.
- e) In 2015, begin work on the Broadway Corridor Improvement Project. This will include realigning several stops with newly constructed bus bulbs.
- f) Purchase land, design and develop new fixed-route and paratransit operating base to accommodate future growth, including electric vehicle operations.
- g) Begin introducing electric vehicles to fixed-route fleet.

**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. Assume direct management control 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) Partner 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.

**5) Improve and develop urban public transportation services, facilities, and programs, including as options HCT, 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 the following activities: implementing smart card technology for fare payment; completion of the Puget Sound core HOV lanes; 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 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 develop and launch a community-based program, Everett in Motion, which provides incentives and information in order to reduce the number of all single-occupant vehicle 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 including but not limited to our in-house customized ride-matching system.
- 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, 2015-2020

<b>2015</b>	
<b>SERVICES</b>	Increase fixed-route service by 1,326 revenue hours over 2014 levels. Increase paratransit service by 466 revenue hours over 2014 levels.
<b>FACILITIES</b>	Preventive Maintenance project for water intrusion repair, brick resealing and restoration, emergency call station upgrade and repair, PA system repair and upgrade.
<b>EQUIPMENT</b>	No change.
<b>2016</b>	
<b>SERVICES</b>	Increase fixed-route service by 2,653 revenue hours over 2015 levels. Increase paratransit service by 471 revenue hours over 2015 levels.
<b>FACILITIES</b>	Everett Station Preventative Maintenance: resurface and restriping of parking lots, HVAC repair, replace Electric Submeter Panel, replace glass in 19 bus shelters. Everett Station camera system upgrades. Purchase property and begin design of new operations base.
<b>EQUIPMENT</b>	Replace 3 Paratransit vans.
<b>2017</b>	
<b>SERVICES</b>	No change in fixed-route service revenue hours. Increase paratransit service by 476 revenue hours over 2016 levels.
<b>FACILITIES</b>	Everett Station Preventative Maintenance: CCTV Replacement/upgrade Finish design and begin building new operations base to be occupied by July 2018.
<b>EQUIPMENT</b>	No change.
<b>2018</b>	
<b>SERVICES</b>	No change in fixed-route service revenue hours. Increase paratransit service by 481 revenue hours over 2017 levels.
<b>FACILITIES</b>	Everett Station Preventative Maintenance: building access management system (security).
<b>EQUIPMENT</b>	Replace 6 Fixed-route vehicles with electric buses. Replace 3 Paratransit vans.
<b>2019</b>	
<b>SERVICES</b>	No change in fixed-route service revenue hours. Increase paratransit service by 485 revenue hours over 2018 levels.
<b>FACILITIES</b>	No change.
<b>EQUIPMENT</b>	No change.
<b>2020</b>	
<b>SERVICES</b>	No change in fixed-route service revenue hours. Increase paratransit service by 490 revenue hours over 2019 levels.
<b>FACILITIES</b>	No change.
<b>EQUIPMENT</b>	No change.

## Section VIII: Capital Improvement Program, 2015-2020

<b>Preservation</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Maintenance Equipment						
Paratransit Vehicles		350,000		266,945		
Transit Buses				6,000,000		
Transit Centers	550,729	387,528	87,528	87,528		
Operations Center		2,020,000	1,600,000			
Transit Shelters						
Technology Upgrades	155,937					
Support Equipment						
<b>Improvement</b>						
Maintenance Equipment						
Paratransit Vehicles						
Transit Buses						
Transit Centers						
Transit Shelters						
Parking Garage						
Operations Center						
Support Equipment						
<b>Total Capital Expense</b>	<b>706,666</b>	<b>2,757,528</b>	<b>1,687,528</b>	<b>6,354,473</b>	<b>0</b>	<b>0</b>

## Section IX: Operating Data 2014-2020

<b>Fixed Route Services</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Revenue Vehicle Hours	99,474	100,800	103,453	103,453	103,453	103,453	103,453
Total Vehicle Hours	106,246	107,663	110,496	110,496	110,496	110,496	110,496
Revenue Vehicle Miles	1,185,361	1,201,166	1,232,775	1,232,775	1,232,775	1,232,775	1,232,775
Total Vehicle Miles	1,340,148	1,358,017	1,393,754	1,393,754	1,393,754	1,393,754	1,393,754
Passenger Trips	1,971,113	1,997,395	2,049,958	2,049,958	2,049,958	2,049,958	2,049,958
Fatalities	0	-	-	-	-	-	-
Reportable Injuries	3	-	-	-	-	-	-
Collisions	1	-	-	-	-	-	-
Diesel Fuel Consumed (gallons)	308,346	312,457	320,680	320,680	320,680	320,680	320,680
<b>Demand Response Services</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Revenue Vehicle Hours	46,640	47,106	47,577	48,053	48,534	49,019	49,509
Total Vehicle Hours	50,047	50,547	51,053	51,563	52,079	52,600	53,126
Revenue Vehicle Miles	548,542	554,027	559,568	565,163	570,815	576,523	582,288
Total Vehicle Miles	610,151	616,253	622,415	628,639	634,926	641,275	647,688
Passenger Trips	120,739	121,946	123,166	124,398	125,641	126,898	128,167
Fatalities	0	-	-	-	-	-	-
Reportable Injuries	0	-	-	-	-	-	-
Collisions	0	-	-	-	-	-	-
Gasoline & Diesel Fuel Consumed (gallons)	112,297	113,420	114,554	115,700	116,857	118,025	119,206

**Note:** The 2014 report stated DR 2013 gasoline fuel consumed was 9,853. The diesel fuel consumed was an additional 104,333 gallons.

## Section X: Operating and Capital Revenue and Expenditures 2014-2020

Operating Revenue and Expenditures	2014	2015	2016	2017	2018	2019	2020
	Actuals	Budgeted	Estimated	Estimated	Estimated	Estimated	Estimated
<b>Beginning Balance - January 1,</b>	8,061,746	7,984,136	7,069,212	7,276,497	5,718,338	5,739,518	5,517,391
<b>Revenues</b>							
Sales Tax (1)	17,315,413	17,280,856	18,317,707	18,867,239	19,433,256	20,016,253	20,616,741
Farebox (2)	1,554,056	1,728,750	1,652,513	1,652,513	1,652,513	1,652,513	1,700,000
Sales Tax Mitigation (3)	239,716	241,604	241,604	241,604	241,604	241,604	241,604
FTA Preventive Maintenance (4)	509,717	1,016,594	1,353,882	1,263,551	1,263,550	1,263,550	1,263,550
State Operating Grants (5)	582,123	463,183	690,300	690,300	1,005,300	1,005,300	1,005,300
Everett Station (3)	1,061,363	907,078	1,098,140	1,098,140	1,098,140	1,098,140	1,098,140
Other(3)	375,754	113,735	258,466	258,466	258,466	258,466	258,466
<b>Total Operating Revenues</b>	<b>21,638,142</b>	<b>21,751,800</b>	<b>23,612,612</b>	<b>24,071,813</b>	<b>24,952,829</b>	<b>25,535,826</b>	<b>26,183,801</b>
<b>Expenditures</b>							
Fixed Route-P&M (A)	12,989,696	13,557,020	13,903,681	14,459,828	15,038,221	15,639,750	16,265,340
SWIFT BRT Tax Share (B)	1,425,133	1,440,071	1,526,476	1,572,270	1,619,438	1,668,021	1,718,062
Paratransit ADA-P&M (A)	4,240,372	4,601,491	4,837,551	5,031,053	5,232,295	5,441,587	5,659,250
Everett Station (C)	1,257,809	1,134,768	1,146,116	1,157,577	1,169,153	1,180,844	1,192,653
Administrative Expense (C)	1,595,859	1,933,374	1,773,998	1,791,738	1,809,656	1,827,752	1,846,030
Transfer to Capital Reserve (D)	206,882	-	217,506	1,617,506	62,886	-	-
<b>Total Expenses</b>	<b>21,715,751</b>	<b>22,666,724</b>	<b>23,405,327</b>	<b>25,629,972</b>	<b>24,931,648</b>	<b>25,757,954</b>	<b>26,681,335</b>
<b>Ending Balance - December 31,</b>	<b>7,984,137</b>	<b>7,069,212</b>	<b>7,276,497</b>	<b>5,718,338</b>	<b>5,739,518</b>	<b>5,517,391</b>	<b>5,019,857</b>
<b>Capital Revenue and Expenditures</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>Beginning Balance - January 1,</b>	622,060	670,168	716,919	246,919	246,918	246,918	246,918
<b>Capital Revenue</b>							
Federal Sec.5307 Grants	198,789	6,454	70,022	70,022	70,022	-	-
Federal Sec.5309 Grants	12,962	-	-	-	-	-	-
Federal Sec.5339 Grants	-	-	-	-	221,565	-	-
FTA Formula Grants	-	746,963	-	-	-	-	-
Transfer From Operating Reserve	206,882	-	217,506	1,617,506	62,886	-	-
Sale of assets	-	-	2,000,000	-	-	-	-
<b>Total Available</b>	<b>418,633</b>	<b>753,417</b>	<b>2,287,528</b>	<b>1,687,528</b>	<b>354,473</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>							
<b>System P&amp;M (Provide Detail)</b>							
Paratransit Fleet Replacement	-	-	350,000	-	266,945	-	-
Operations Base Roof Repair	-	-	20,000	-	-	-	-
Camera Equipment Upgrade Evt St	-	-	300,000	-	-	-	-
Bus Maintenance Equipment	112,303	-	-	-	-	-	-
Radio System Upgrade	2,184	-	-	-	-	-	-
Computer & Technology Upgrades	18,386	155,937	-	-	-	-	-
Transit Enhancements	72,634	-	-	-	-	-	-
New Operations Base	-	-	2,000,000	1,600,000	-	-	-
Everett Station remodel	-	550,729	87,528	87,528	87,528	-	-
<b>System Expansion (Provide Detail)</b>							
Everett Station Parking Garage	165,018	-	-	-	-	-	-
<b>Total Capital Obligations</b>	<b>370,525</b>	<b>706,666</b>	<b>2,757,528</b>	<b>1,687,528</b>	<b>354,473</b>	<b>-</b>	<b>-</b>
<b>Ending Balance - December 31,</b>	<b>670,168</b>	<b>716,919</b>	<b>246,919</b>	<b>246,918</b>	<b>246,918</b>	<b>246,918</b>	<b>246,918</b>

- (1) Sales tax revenue is higher than anticipated for 2015 budget. Projected growth from 2016 to 2020 is a conservative 3% per year.
  - (2) There is no anticipated growth in Farebox revenues until 2020.
  - (3) There is no anticipated growth in sales tax mitigation, Everett Station revenue and other miscellaneous revenues from 2016-2020.
  - (4) The application of FTA grant funds to vehicle preventive maintenance is included in the PSRC TIP for the years 2015-2017.
  - (5) There is a significant growth in State operating grants for 2016 - 2019.
  - (A) Costs are expected to grow at an average rate of 4% per year through 2020.
  - (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 sale and use activity as projected in sales tax (1).
  - (C) Everett Station and Administrative expenses are expected to grow at an average annual rate of 1%.
  - (D) Transfers are made from operating reserves to capital reserves as required for local match of anticipated federal grant funds.
- Note:** ET projects expenditures in both operations and capital/projects within the constraints of reasonably identifiable funding sources. Without an identified source for the buses and final operations base costs, those projects are not included in Section X.

# Appendices:

# **Equipment, Facilities & Rolling Stock**

**Public Transportation Management System  
Owned Equipment Inventory**

**Agency/Organization:** Everett Transit

**Date:** December 31, 2014

	<b>Equipment Code and Description</b>	<b>Condition (points)</b>	<b>Age (years)</b>	<b>Remaining Useful Life (years)</b>	<b>Replacement Cost (\$)</b>	<b>Comments (If more than two lines, please attach a separate comment page)</b>	<b>Agency Vehicle Number</b>
1	1992 CUMMINS 600DFGB	80	22	0	\$195K	VIN: J910426848	M0002
2	1989 CLARK GPS25	80	25	0	\$72K	VIN: 0657-6925	M0003
3	1991 HIWAY E2020	70	23	0	\$41K	VIN: 94656	N0001
4	1995 HYDRO T3500	80	19	0	\$26K	VIN: 1H9CSC155S1120854	T0009
5	2002 CHEV EXPRESS VAN	80	12	3	\$56K	VIN: 1GNGG25R921247745	V0128
6	2005 CHEV EXPRESS VAN	80	9	6	\$54K	VIN: 1GNFH15T351262146	V0170
7	2005 CHEV VENTURE	80	9	2	\$34K	VIN: 1GNDVQ3E25D130766	V0161
8	2005 CHEV EXPRESS VAN	80	9	6	\$46K	VIN: 1GNFH15T161225467	V0156
9	2006 HONDA GX390	80	8	2	\$11K	VIN: FCANK-1125007	M0060
10	2008 GLOBAL ELE MTRS e4	85	6	4	\$26K	VIN: 5ASAG47418F045842	S0120
11	2008 GLOBAL ELE MTRS e4	85	6	4	\$27K	VIN: 5ASAK27468F045841	S0121
12	2008 GLOBAL ELE MTRS e4	85	6	4	\$24K	VIN: 5ASAK274X8F045843	S0122
13	2006 DAEWOO GC25E-3	85	8	12	\$42K	VIN: FQ-00524	M0065
14	2008 FORD F350	85	6	5	\$73K	VIN: 1FTWX30528EB26037	V0183
15	2009 ALUM-LINE TRAILER	100	5	6	\$38K	VIN: 1A9FB142692241881	T0060
16	2010 TOYOTA PRIUS II	90	4	11	\$48K	VIN: JTDKN3DU9A0116212	A0057
17	2010 FORD ESCAPE HYBRID	90	4	11	\$60K	VIN: 1FMCU5K3XBKA1553	V0228

<b>Public Transportation Management System</b>							
<b>Owned Facility Inventory</b>							
<b>Agency/Organization:</b>		Everett Transit					
<b>Date:</b>		December 31, 2014					
	<b>Facility Code</b>	<b>Facility Name</b>	<b>Condition (points)</b>	<b>Age (years)</b>	<b>Remaining Useful Life (years)</b>	<b>Replacement Cost (\$)</b>	<b>Comments</b> <i>(If more than two lines, please attach a separate comment page)</i>
1.	23	Operations Center	80	21	9	\$2,344,980	3225 Cedar Street: Serves as the Administrative and Operations Headquartes for transit service
2.	11	Maintenance Center	80	21	9	\$1,279,080	3227 Cedar Street: Serves as the location where the transit fleet is maintained.
3.	17	Everett Station	85	12	38	\$37,243,800	3201 Smith Avenue: Multimodal Facility
4.	24	Administration Parking Lot	90	23	7	\$469,238	3225 Cedar Street: Provides general purpose, disabled, and Rideshare parking for Transit employees
5.	19	Bus Lot @ Operations Center	90	23	7	\$1,095,050	3225 Cedar Street: Fixed route coach and paratransit vehicle parking
6.	06	Mall Station	90	8	7	\$263,780	1330 SE Everett Mall Way
7.	06	College Station	95	6	9	\$3,590,400	2200 Tower Street: Transit Center
8.	06	BRT North Terminal	95	5	15	\$2,521,684	3301 Smith Avenue: bus rapid transit terminal
9.	24	Casino Comfort Station	95	5	20	\$64,950	Casino Road: driver's break station

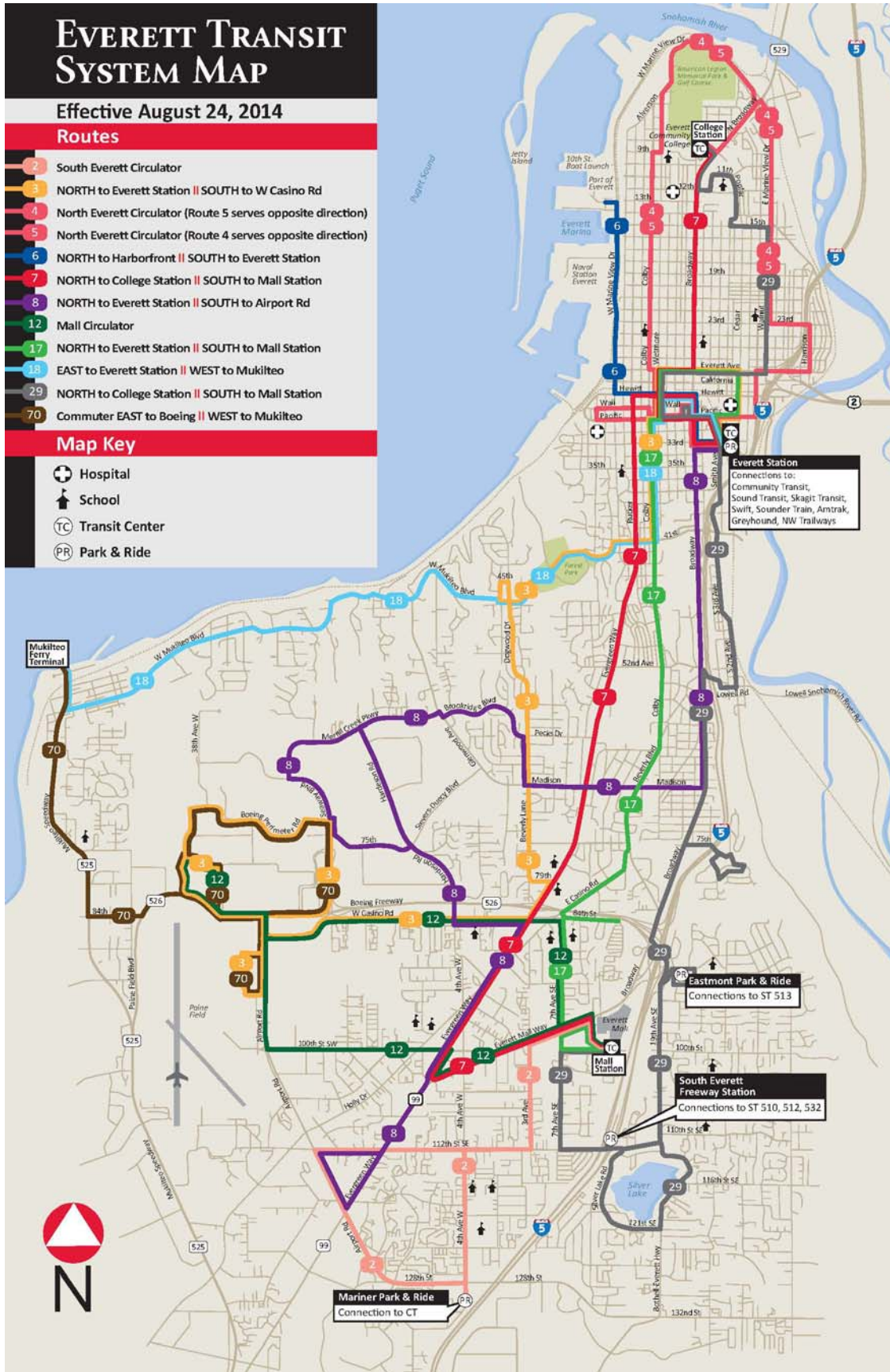


Public Transportation Management System Owned Rolling Stock Inventory				<i>I hereby certify that all information reported in this inventory reflects true, accurate and complete information for the agency/organization listed.</i>										
<b>Agency/Organization:</b>		Everett Transit			Director Transportation Services									
<b>Date:</b>		As of December 31, 2014									Date			
	Year/Make/Model	Vehicle Code	Vehicle Identification Number (VIN)	Agency Vehicle Number	Current Odometer	Condition (points)	Age (years)	Remaining Useful Life (years)	Replacement Cost \$	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)	
1	1994 ORION 5.501	01	2B1569R75R6031784	B0106	584,135	60	19	0	347K ea	Y	43+2	D	NO	
2	1994 ORION 5.501	01	2B1569R70R6031787	B0107	507,086	60	19	0	347K ea	Y	43+2	D	NO	
3	1996 ORION 5.501	01	2B1569R73T6032634	B0108	533,470	60	19	0	347K ea	Y	43+2	D	NO	
4	1996 ORION 5.501	01	2B1569R75T6032635	B0109	636,466	60	19	0	347K ea	Y	43+2	D	NO	
5	1996 ORION 5.501	01	2B1569R77T6032636	B0110	615,280	60	19	0	347K ea	Y	43+2	D	NO	
6	1996 ORION 5.501	01	2B1569R79T6032637	B0111	632,986	60	19	0	347K ea	Y	43+2	D	NO	
7	2001 ORION V 5.501	01	1VHAH3H2316501715	B0112	482,222	70	12	0	347K ea	Y	43+2	D	NO	
8	2001 ORION V 5.501	01	1VHAH3H2516501716	B0113	512,641	50	12	0	347K ea	Y	43+2	D	NO	
9	2001 ORION V 5.501	01	1VHAH3H2716501717	B0114	496,736	70	12	0	347K ea	Y	43+2	D	NO	
10	2001 ORION V 5.501	01	1VHAH3H2916501718	B0115	442,498	70	12	0	347K ea	Y	43+2	D	NO	
11	2001 ORION V 5.501	01	1VHAH3H2016501719	B0116	516,282	70	12	0	347K ea	Y	43+2	D	NO	
12	2001 ORION V 5.501	01	1VHAH3H2716501720	B0117	497,039	10	12	0	347K ea	Y	43+2	D	NO	
13	2001 ORION V 5.501	01	1VHAH3H2916501721	B0118	501,524	70	12	0	347K ea	Y	43+2	D	NO	
14	2002 ORION V 5.501	01	1VHAH3H2926501879	B0119	450,222	60	11	1	347K ea	Y	43+2	D	NO	
15	2002 ORION V 5.501	01	1VHAH3H2126501892	B0120	535,428	60	11	1	347K ea	Y	43+2	D	NO	
16	2002 ORION V 5.501	01	1VHAH3H2926501896	B0121	583,758	60	11	1	347K ea	Y	43+2	D	NO	
17	2002 ORION V 5.501	01	1VHAH3H2926501901	B0122	489,656	60	11	1	347K ea	Y	43+2	D	NO	
18	2000 NEW FLYER D60HF	05	5FYD2PS00XU020477	B0600	405,444	70	14	0	\$666K	Y	24+2	D	NO	
19	2000 NEW FLYER D60HF	05	5FYD2PS02XU020478	B0601	388,807	70	14	0	\$663K	Y	62+2	D	NO	
20	2000 NEW FLYER D60HF	05	5FYD2PS04XU020479	B0602	394,442	70	14	0	\$663K	Y	62+2	D	NO	
21	2000 NEW FLYER D60HF	05	5FYD2PS00XU020480	B0603	363,980	70	14	0	\$662K	Y	62+2	D	NO	
22	2000 NEW FLYER D60HF	05	5FYD2PS02XU020481	B0604	383,615	70	14	0	\$662K	Y	62+2	D	NO	
23	2006 GILLIG G21B102N4	02	15GGB211561076823	B0300	363,650	90	8	4	\$514K	Y	62+2	D	NO	
24	2006 GILLIG G21B102N4	02	15GGB211761076824	B0301	403,348	90	8	4	\$475K	Y	32+2	D	NO	

Public Transportation Management System Owned Rolling Stock Inventory				<i>I hereby certify that all information reported in this inventory reflects true, accurate and complete information for the agency/organization listed.</i>										
<b>Agency/Organization:</b>		Everett Transit		Director Transportation Services										
<b>Date:</b>		As of December 31, 2014		<i>Signature and Title</i>							<i>Date</i>			
	Year/Make/Model	Vehicle Code	Vehicle Identification Number (VIN)	Agency Vehicle Number	Current Odometer	Condition (points)	Age (years)	Remaining Useful Life (years)	Replacement Cost \$	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)	
25	2006 GILLIG G21B102N4	02	15GGB211961076825	B0302	401,520	90	8	4	\$475K	Y	32+2	D	NO	
26	2006 GILLIG G21B102N4	02	15GGB211061076826	B0303	432,071	90	8	4	\$475K	Y	32+2	D	NO	
27	2006 GILLIG G21B102N4	02	15GGB211261076827	B0304	434,778	90	8	4	\$457K	Y	32+2	D	NO	
28	2006 GILLIG G21B102N4	02	15GGB211461076828	B0305	431,627	90	8	4	\$457K	Y	32+2	D	NO	
29	2006 GILLIG G21B102N4	02	15GGB211661076829	B0306	414,693	90	8	4	\$494K	Y	32+2	D	NO	
30	2006 GILLIG G21B102N4	02	15GGB211261076830	B0307	397,563	90	8	4	\$475K	Y	32+2	D	NO	
31	2006 GILLIG G21B102N4	02	15GGB211461076831	B0308	386,035	90	8	4	\$514K	Y	32+2	D	NO	
32	2007 GILLIG G21D102N4	01	15GGD211771078486	B0200	293,364	90	7	5	\$580K	Y	32+2	D	NO	
33	2007 GILLIG G21D102N4	01	15GGD211971078487	B0201	300,328	90	7	5	\$603K	Y	38+2	D	NO	
34	2007 GILLIG G21D102N4	01	15GGD211071078488	B0202	275,153	90	7	5	\$603K	Y	38+2	D	NO	
35	2007 GILLIG G21D102N4	01	15GGD211271078489	B0203	277,561	90	7	5	\$603K	Y	38+2	D	NO	
36	2012 GILLIG G21D102N4	01	15GGD2715C1180449	B0204	94,704	95	3	9	\$603K	Y	38+2	D	NO	
37	2012 GILLIG G21D102N4	01	15GGD2715C1180450	B0205	94,405	95	3	9	\$603K	Y	38+2	D	NO	
38	2009 GILLIG G30D102N4	01	15GGD301791176265	B0500	209,163	95	5	7	\$944K	Y	36+2	D	NO	
39	2009 GILLIG G30D102N4	01	15GGD301991176266	B0501	223,251	95	5	7	\$907K	Y	36+2	D	NO	
40	2009 GILLIG G30D102N4	01	15GGD301091176267	B0502	232,307	95	5	7	\$944K	Y	36+2	D	NO	
41	2013 GILLIG G30D102N4	01	15GGD3014D1181836	B0503	72,413	100	2	10	\$950K	Y	36+2	D	NO	
42	2013 GILLIG G30D102N4	01	15GGD3016D1181837	B0504	62,451	100	2	10	\$950K	Y	36+2	D	NO	
43	2013 GILLIG G30D102N4	01	15GGD3018D1181838	B0505	65,916	100	2	10	\$950K	Y	36+2	D	NO	
44	2013 GILLIG G30D102N4	01	15GGD301XD1181839	B0506	64,084	100	2	10	\$950K	Y	36+2	D	NO	
45	2013 GILLIG G30D102N4	01	15GGD3016D1181840	B0507	68,864	100	2	10	\$950K	Y	36+2	D	NO	
46	2013 GILLIG G30D102N4	01	15GGD3018D1181841	B0508	66,694	100	2	10	\$950K	Y	36+2	D	NO	
47	2013 GILLIG G30D102N4	01	15GGD301XD1181842	B0509	63,193	100	2	10	\$950K	Y	36+2	D	NO	

Public Transportation Management System Owned Rolling Stock Inventory				<i>I hereby certify that all information reported in this inventory reflects true, accurate and complete information for the agency/organization listed.</i>									
<b>Agency/Organization:</b>		Everett Transit		Director Transportation Services									
<b>Date:</b>		As of December 31, 2014		<i>Signature and Title</i>									
				<i>Date</i>									
	Year/Make/Model	Vehicle Code	Vehicle Identification Number (VIN)	Agency Vehicle Number	Current Odometer	Condition (points)	Age (years)	Remaining Useful Life (years)	Replacement Cost \$	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)
48	2004 ELDORADO ESCORT FE	12	5B4KP57GX33375388	B0022	253,220	50	10	0	\$126K	Y	13+2	G	NO
49	2004 ELDORADO ESCORT FE	12	5B4KP57GX33375391	B0023	268,241	50	10	0	\$137K	Y	13+2	G	NO
50	2004 ELDORADO ESCORT FE	12	5B4KP57G133375389	B0024	245,238	50	10	0	\$137K	Y	13+2	G	NO
51	2004 ELDORADO ESCORT FE	12	5B4KP57G833375390	B0025	241,689	50	10	0	\$136K	Y	13+2	G	NO
52	2004 ELDORADO ESCORT FE	12	5B4KP57G133375392	B0026	232,315	50	10	0	\$137K	Y	13+2	G	NO
53	2004 ELDORADO ESCORT FE	12	5B4KP57G333375393	B0027	240,690	50	10	0	\$124K	Y	13+2	G	NO
54	2007 CHEV C4500	11	1GBE4V1G47F420603	B0030	255,212	80	7	0	\$115K	Y	13+2	G	NO
55	2007 CHEV C4500	11	1GBE4V1G67F420635	B0031	244,016	80	7	0	\$115K	Y	13+2	G	NO
56	2007 CHEV C4500	11	1GBE4V1G47F420682	B0032	260,318	80	7	0	\$115K	Y	13+2	G	NO
57	2007 CHEV C4500	11	1GBE4V1G57F420707	B0033	274,671	80	7	0	\$115K	Y	13+2	G	NO
58	2007 CHEV C4500	11	1GBE4V1G07F420792	B0034	217,297	80	7	0	\$115K	Y	13+2	G	NO
59	2007 CHEV C4500	11	1GBE4V1G17F420817	B0035	247,043	80	7	0	\$115K	Y	13+2	G	NO
60	2007 CHEV C4500	11	1GBE4V1G37F420835	B0036	234,730	80	7	0	\$115K	Y	13+2	G	NO
61	2007 CHEV C4500	11	1GBE4V1G47F420858	B0037	250,944	80	7	0	\$115K	Y	13+2	G	NO
62	2007 CHEV C4500	11	1GBE4V1G67F424717	B0038	219,764	80	7	0	\$116K	Y	13+2	G	NO
63	2007 CHEV C4500	11	1GBE4V1G67F424765	B0039	240,140	80	7	0	\$116K	Y	13+2	G	NO
64	2007 CHEV C4500	11	1GBE4V1GX7F426423	B0040	233,168	80	7	0	\$116K	Y	13+2	G	NO
65	2007 CHEV C4500	11	1GBE4V1G37F426554	B0041	232,937	80	7	0	\$116K	Y	13+2	G	NO
66	2007 CHEV C4500	11	1GBE4V1G67F426712	B0042	225,216	80	7	0	\$116K	Y	13+2	G	NO
67	2011 CHRYSLER	11	2D4RN4DG5BR718477	B0043	6,598	100	4	3	\$50K	Y	5+1	G	NO
68	2011 CHRYSLER	11	2D4RN4DG5BR718478	B0044	9,158	100	4	3	\$50K	Y	5+1	G	NO
69	2011 CHRYSLER	11	2D4RN4DG5BR718479	B0045	14,861	100	4	3	\$50K	Y	5+1	G	NO
70	2011 CHRYSLER	11	2D4RN4DG5BR718480	B0046	13,904	100	4	3	\$50K	Y	5+1	G	NO
71	2013 International- Aero Elite	11	5WEASSKM6DJ297508	B0047	39,317	100	2	5	\$160K	y	13+2	D	NO
72	2013 International- Aero Elite	11	5WEASSKM8DJ297509	B0048	48,764	100	2	5	\$160K	y	13+2	D	NO
73	2013 International- Aero Elite	11	5WEASSKM4DJ297510	B0049	40,761	100	2	5	\$160K	y	13+2	D	NO
74	2013 International- Aero Elite	11	5WEASSKM6DJ297511	B0050	43,296	100	2	5	\$160K	y	13+2	D	NO
75	2013 International- Aero Elite	11	5WEASSKM8DJ297512	B0051	41,043	100	2	5	\$160K	y	13+2	D	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.
- 

**\* 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