

FTA Regional IV Conference & Workshop

Transit Asset Management & Information System (TAMIS)

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Office of Public Transit



Transit Asset Management & Information System

property of SCDOT

Integrated automated system with 5 major components



SAF

Signature of Authorization Form

GMS

Grant Management System

VTE

Virtual Transit e-forms

AMTS

Asset Management Tracking System

OPSTATS

Operational Statistics



SAF

Signature of Authorization Form

This is an automated process for the authentication of users. This module allows for sub-recipients to create an account where username and password can be issued.



This module when completely functional will allow sub-recipients to submit their sub-grant application electronically with electronic signatures, and sub-grant execution. It will also allow electronic processing of the following:

- Scope Changes
- Budget Revisions
- Performance Period Revisions
- De-obligation of funds
- Contract Close-out
- All Activities will be accomplished on-line.



VTE

Virtual Transit e-forms

This module allow sub-recipients the ability to submit electronic invoices for reimbursement. The process minimizes error and increases efficiency and effectiveness.

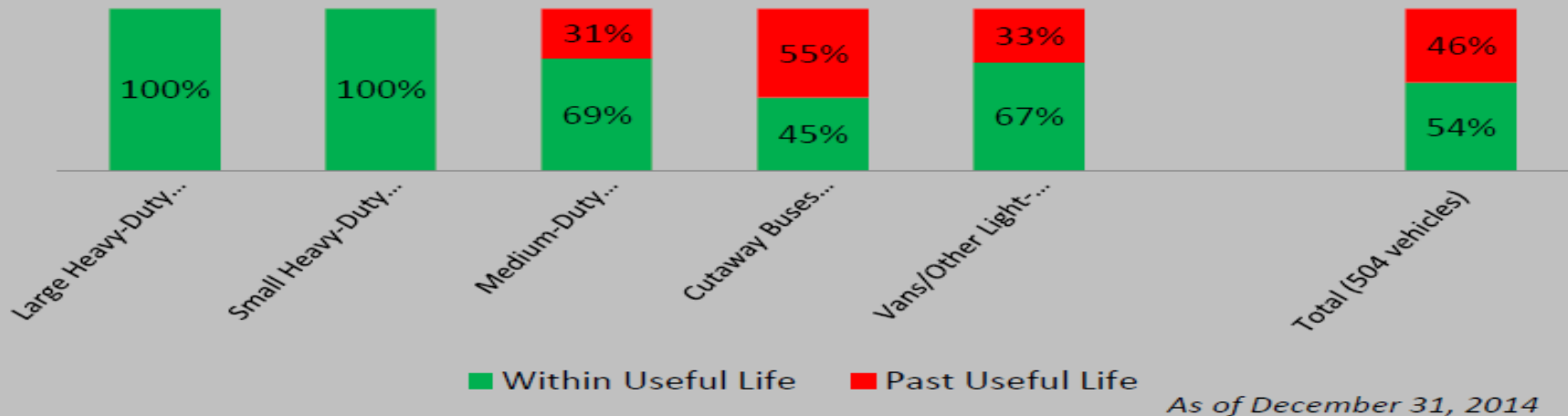


AMTS

Asset Management Tracking System

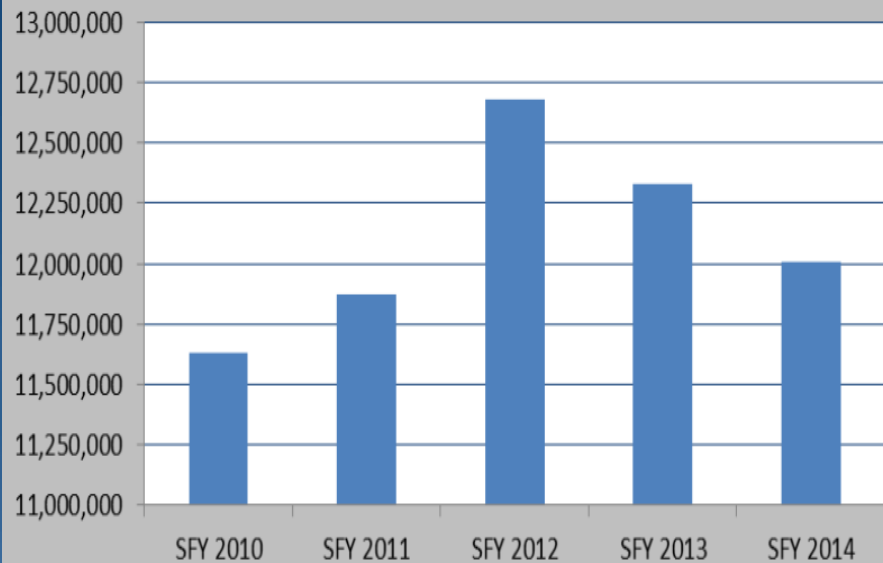
This module provides electronic account of all assets, including their condition, useful life, location, mileage, and other pertinent information.

Statewide Public Transit Vehicle Condition

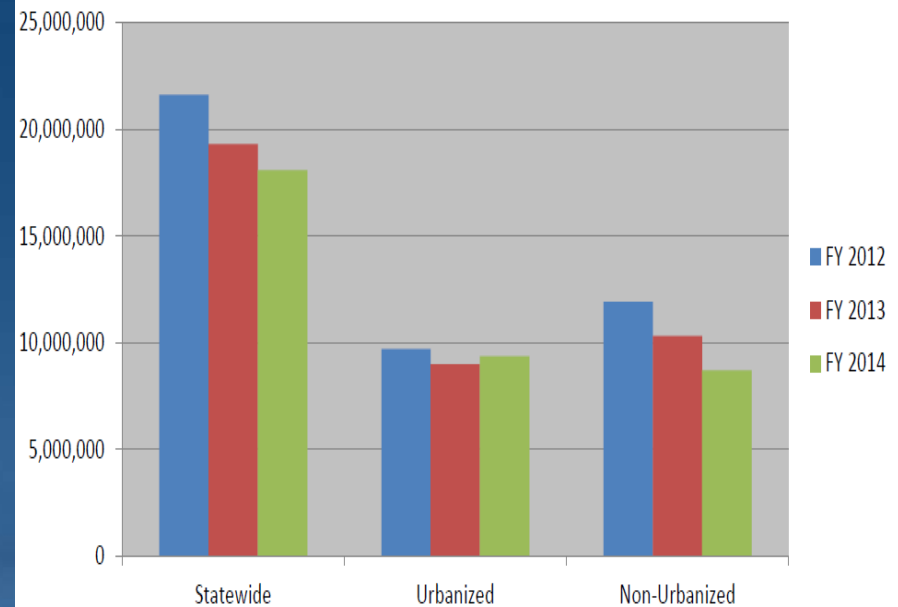


This module allows OPT to receive and manage data from sub-recipients to complete various reports such as: NTD, transit trend report, funding formula sub-allocations, and efficiency and effectiveness of operations.

Statewide Public Transit Ridership

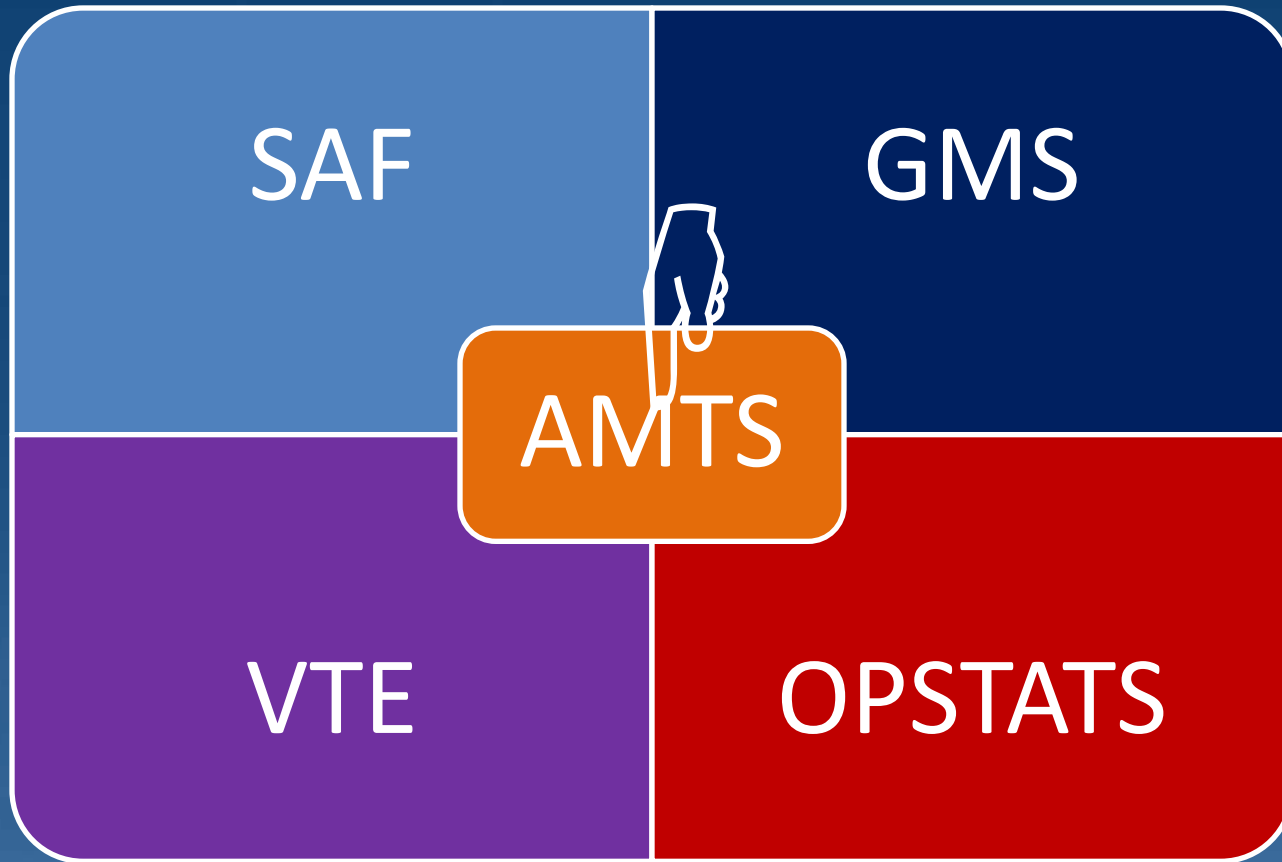


ANNUAL VEHICLE REVENUE MILES



TAMIS

Transit Asset Management & information System



AMTS

Why Create AMTS

- Provides a central location to record and house all assets
- Provides valuable tool to evaluate and monitor assets
- Provides the foundation for planning
- Provides data for future replacement decisions
- Assists with the prioritization of assets to be replaced
- Assists with the mobilization of assets during disasters
- Provides a critical element in our annual business plan.

AMTS

Record

Store

Valuable tool

Evaluate

Monitor

Future Decisions

Replacement Priority

Emergency Preparedness



1. Sub-recipient sends a request for vehicle to Regional Program Manager {RPM}.
2. RPM reviews the request, approves and forwards to Asset Manager.
3. Asset Manager reviews the specifications and vehicle contract and approves.
4. Sub-recipient orders the vehicle.
5. Asset Manager inspects the vehicle, enter vehicle into AMTS and upload all supporting documentation.



AMTS

Items required to input into AMTS for vehicle purchase:

- VIN
- Agency Name
- ADA or Non-ADA
- Year
- Make
- Model
- Body Style
- New or Used
- Vehicle Type
- Vehicle Status
- Weight
- County
- Contract Number
- Grant Number
- Purchase Amount
- Invoice number
- Program funding code
- Seat capacity
- Useful Life Miles
- Initial Odometer Reading
- Current Odometer Reading
- Title Number
- Date Issued
- Purchase Approval Date
- Purchase Order Date
- Inspection Date
- Date Titled Received
- Title Entry Date
- Comment
- Memo



1. Agency sends title release request to the Regional Program Manager {RPM}, including two independent appraisals from vendors
2. RPM reviews the request, and forwards to Asset Manager with supporting documentation.
3. Asset Manager will release title if:
 - (a) Vehicle met conditions for title release/removed from active fleet.
 - (b) If vehicle not disposed after title release, SCDOT will not be responsible for future operational expenses, and SCDOT assumes no further liability for the operation of the vehicle.
4. Receiving agency contacts DMV to obtain a new title in their name.
5. Asset Manager changes the vehicle status from “Active” to “Release & Transfer” depending on the action taken and uploads supporting documentation in AMTS.



AMTS

Items required to input into AMTS for Release & Transfer of Title:

- Change Status to Release or Transfer Title
- Agency Name
- Disposition
- Release Date
- Transfer Date
- Comment
- New Title Number
- Date Issued
- Date Title Received
- Contract Number
- Grant Number
- Purchase Order Date
- Purchase Approval Date
- Inspection Date
- Current Odometer Reading
- Appraised Value
- Depreciated Value
- Program Funding Code



Sub-recipient:

- Submits detailed scope of work for project review.
- Forwards appraisals. Current deed, proof of purchase or “in-kind” contribution documentation.
- Submits verification of local match, proof of transit nexuses.
- Submit environmental impact analysis, & certificate not to encumber.

Office of Public Transit:

- Prepares information for Commission approval.
- Project identified in the STIP.
- Submits environmental documents/grant application to FTA for review.
- Solicitation Process, and set DBE goal for the project.
- Reporting Requirements, including change orders.
- Final invoice plus certificate of occupancy.
- Final Close-Out Process.
- Enter facility information & upload supporting documentation in AMTS.



AMTS

■ Items required to input into AMTS for Facilities:

- Agency Name
- Property ID Number
- Property Year completed
- Property Physical Address
- County
- Contract & Grant Number
- Supporting Documentation



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QUESTIONS



