



BOARD OF DIRECTORS REPORT

MEETING DATE: JULY 15, 2025 **AGENDA ITEM #: 10**

TYPE: ACTION ITEM

PREPARED BY: CHIEF OPERATING OFFICER / AGM MARY GREGG

REVIEWED BY: GENERAL MANAGER JERRY ESTRADA

SUBJECT: **CONTINGENCY FLEET PLAN**

RECOMMENDATION:

Staff recommends the Board adopt the SBMTD Contingency Fleet Plan.

DISCUSSION:

Federal Transit Administration (FTA) permits the retention of buses that have met their useful life in a contingency fleet without being included in the spare ratio calculation. A contingency fleet means inactive rolling stock reserved or retained for emergencies or other unforeseen and justified activities. These activities could include the evacuation of people during an emergency, loaners to other transit agencies during a justified need, temporary replacements for buses in the active fleet during major active fleet overhauls or bus maintenance activities and other activities that take a portion of the active fleet temporarily out of service.

The Contingency Fleet Plan (CFP) is designed to identify those vehicles separate from the active fleet, and must clearly document the process for activating and deactivating the contingency fleet, circumstances justifying its use, maintenance procedures, and vehicle inventory, as the primary components of the CFP.

As recently reported to the Board, Staff has identified 10 40-foot Gillig diesel buses for retirement, and nine additional Gillig diesel buses to move into a contingency fleet. After disposal of the 10 40-foot buses, MTD's total fleet size will be 100, 91 in active fleet plus 9 in contingency fleet.

ATTACHMENT:

- SBMTD Contingency Fleet Plan



Contingency Fleet Plan



Document Author: Mary Gregg, Chief Operating Officer / AGM

Area of application: Fleet Maintenance and Operations

Original issue date: July 15, 2025

Revisions

Rev. No.	Date	Description
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Recurring Action Items

Activity	Responsibility	Frequency
Review of FTA requirements and the contents of this plan. Update this plan as needed.	Fleet & Facilities Manager or designee	Annually

Executive Summary

Santa Barbara Metropolitan Transit District (SBMTD) maintains and makes available a contingency fleet of buses used for emergencies, and disasters, for transitioning to zero-emission vehicles, and other contingencies, including occasional in-service use to ensure mechanical reliability and fleet readiness. SBMTD may use buses in this fleet for behind-the-wheel (BTW) training and/or mechanic or technician training; buses adopted into this fleet must meet the FTA minimum retirement standards.

Executive Signature

Jerry Estrada, General Manager

Date

CONTINGENCY FLEET PLAN

This plan outlines the periodic need and justification for the Santa Barbara Metropolitan Transit District's (SBMTD) contingency bus fleet as required by the Federal Transit Administration (FTA) prior to establishing a contingency fleet. SBMTD shall not place a bus into the contingency fleet before the vehicle has reached the end of its minimum useful service life. Buses held in a contingency fleet must be properly stored and maintained and any work performed on contingency vehicles must be documented. Staff reviews this plan annually and updates this plan as necessary to support the contingency fleet and related processes and procedures. SBMTD's active rolling stock is not part of the contingency fleet; SBMTD does not calculate or include contingency fleet vehicles in its spare ratio.

The FTA recognizes two types of vehicles: active and contingency. During a period of vehicle replacement, some buses may be in an "inactive" status. SBMTD considers this a temporary condition and may create a third vehicle category. SBMTD's Contingency Plan accounts for rolling stock in a contingency fleet due to various reasons, including procurement schedules for fleet replacement, expansion, and other justifications for a contingency fleet as noted in this plan.

SBMTD considers new buses delivered for service expansion or fleet replacement as "in processing" and does not include these buses in its spare ratio calculation. In some instances, the transition from active fleet to disposal, or a contingency fleet, may be delayed; however, all transitions between categories should occur as soon as practicable. Buses held in a contingency fleet are properly stored, maintained, and documented as part of SBMTD's Contingency Fleet Plan (CFP). SBMTD will identify vehicles placed into its contingency fleet on the daily Fleet Status report. Staff will revise this plan as necessary, to support SBMTD's Mission.

POLICY STATEMENT

SBMTD actively maintains a contingency bus fleet in compliance with FTA regulations. When applicable, the contingency fleet may be in addition to the normal spare ratio allowed by federal regulations and will only be used when circumstances warrant. The buses in this fleet will be used for emergency responses, employee training, or to assist SBMTD with transitioning to a zero-emission fleet and will be maintained at a minimum, per original equipment manufacturer (OEM) requirements, to ensure mechanical reliability and fleet readiness.

DEFINITIONS

Contingency Bus Fleet – SBMTD may use its contingency fleet for emergency operations, including, but not limited to, evacuations due to an earthquake, fire, flood, or other natural or manmade disasters. SBMTD may also use these vehicles for service expansion, fuel shortages, and loans to another transit agency during emergency response, evacuation, or other emergency-type situations. SBMTD may also use these vehicles due to the loss of an operating base and for other undefined emergencies or service requirements including training of Operators and other SBMTD employees who hold a Commercial License. SBMTD may also use

these vehicles to assist with the transition to a fleet of zero-emission buses (ZEBs) in compliance with California's Innovative Clean Transit (ICT) regulation.

Bus Reactivation – An unanticipated sudden reduction in the availability of buses in the active bus fleet may require SBMTD to activate and place contingency fleet buses back into its active fleet to fulfill service requirements. As an example, SBMTD would reactivate contingency fleet buses if several of its active buses were damaged or destroyed by fire, flood, or other unforeseen natural disasters.

Additional use of contingency buses may also include, but is not limited to, a fleet-wide defect or a major component recall impacting a significant portion of a fleet, or some other fleet-wide failure, including the failure of a major component of a group of buses, e.g., an engine or transmission failures.

Transitioning to Zero-Emission Buses (ZEBs) – Per the Federal Transit Administration (FTA) guidelines, this CFP allows for the activation of contingency fleet buses back into the active fleet to ensure uninterrupted transit service. SBMTD acknowledges the need to bridge the gap between ZEB adoption and maintaining operational readiness during the transition to ZEBs. Current ZEB technologies do not provide the same range that a traditional diesel-powered bus or diesel-hybrid powered bus provides; therefore, SBMTD must be ready to replace a ZEB with a contingency vehicle when and where appropriate.

Contingency Fleet Activation for Training – SBMTD may also use buses in the contingency fleet for mechanic and technician training to ensure mechanical reliability and fleet readiness. Any bus placed into SBMTD's contingency fleet will meet FTA minimum service life criteria. SBMTD will evaluate and select vehicles that have reached the end of their FTA-defined useful service life and which are in the best mechanical and operating condition. SBMTD will ensure these vehicles comply with California Highway Patrol (CHP) inspections and California Air Resources Board (CARB) emission or Bureau of Automotive Repair (BAR) smog requirements.

Service Life – Vehicle life of rolling stock begins on the date SBMTD places the vehicle into revenue service and continues until SBMTD removes it from service and from its active fleet. Minimum service life for SBMTD's bus fleet is as follows:

- **Large, heavy-duty transit buses** (approximately 35'–40', and articulated buses): at least 12 years of service or an accumulation of at least 500,000 miles.
- **Small size, heavy-duty transit buses** (approximately 30'): at least ten years or an accumulation of at least 350,000 miles.
- **Medium-size, medium-duty transit buses** (approximately 25'–35'): at least seven years or an accumulation of at least 200,000 miles.
- **Medium-size, light-duty transit buses** (approximately 25'–35'): at least five years or an accumulation of at least 150,000 miles.
- **Other light-duty vehicles used in the transport of passengers (revenue service)** such as regular and specialized vans, sedans, and light-duty buses including all bus

models exempt from testing in the current 49 CFR Part 665: at least four years or an accumulation of at least 100,000 miles.

Historically, SBMTD's buses remain in the active fleet well beyond FTA's definition of useful service life. Each vehicle placed into SBMTD's contingency fleet is examined for reliability versus the need for disposal (sale, scrap, or donation) prior to designation and placement into the contingency fleet.

STORAGE AND SECURITY OF THE CONTINGENCY FLEET

The Contingency Fleet is strategically stored amongst two (2) SBMTD-owned properties:

- **Terminal One (T1)**
550 Olive Street, Santa Barbara, CA 93101
- **Terminal Two (T2)**
5335 Overpass Road, Goleta, CA 93117

Both properties are secured by tall security fencing that surrounds the entire property. SBMTD also maintains security cameras on the facilities' exterior and at other strategic locations. In the event of a security incident, SBMTD may access the security camera footage to assist with resolving security-related issues that may arise. When operations close each evening, access gates at all facilities are closed and locked to protect against unauthorized access.

MAINTENANCE OF THE CONTINGENCY FLEET

Buses in the contingency fleet are subject to a 6,000-mile preventive maintenance (PM) schedule. Periodic vehicle "start-ups" will occur between normal preventive maintenance inspections (PMI) so the fleet remains ready for service activation at all times. SBMTD will maintain all records associated with these buses and vehicles within this fleet will be subject to the following minimums:

Every 45 Days: Start the bus and conduct a basic walk-around inspection, equivalent to a "pre-trip" inspection.

Every 90 Days: Start the bus and conduct an extensive exterior, interior, and engine compartment visual inspection. Items for inspection include, but are not limited to:

- Check engine fluids
- Check tires for inflation and wear
- Check for fluid leaks under the vehicle
- Start and warm the vehicle to operating temperature
- Operate heater and air conditioner (HVAC)
- Drive the vehicle through the bus yard
- If any defects are found, document and schedule for repair



SBMTD Vehicle Contingency Fleet Plan

Prior to activating contingency vehicles back into revenue service and SBMTD’s active fleet, SBMTD will perform a Safety Inspection. If the vehicle has been inactive for more than 60 days, SBMTD will perform a full PMI.

When SBMTD reactivates a vehicle from the Contingency Fleet into its Active Operating Fleet all maintenance activities will reactivate to include, at a minimum the following:

- Safety Inspection
- 6,000-mile PM for heavy-duty buses (depending on vehicle type or per OEM requirements)

SBMTD may revise its vehicle inspection and/or PMI intervals if SBMTD determines the above intervals are inadequate. SBMTD will maintain and make available (upon request) all records associated with the contingency fleet.

ACTIVATING VEHICLES FROM THE CONTINGENCY FLEET

Staff shall submit an email to SBMTD’s Maintenance Manager, Fleet Superintendent, or their designee, requesting the use of a vehicle in the Contingency Fleet.

The requesting email shall include the following information:

- Name, title, and contact information of the requestor
- Date the Contingency Vehicle(s) are needed
- Specific purpose(s) the Contingency Vehicle(s) will be used for
- Estimated number of days the vehicle will be used

This request/email is not required in the event of an emergency that requires immediate activation of a Contingency Fleet vehicle, or for maintenance training purposes.

CONTINGENCY FLEET LIST OF VEHICLES

Fleet ID #	Model Year	Manufacturer	Model & Description	Year of Move	Mileage @ Move
445	2003	Gillig	Low-Floor 40’ Diesel	2025	TBD
446	2003	Gillig	Low-Floor 40’ Diesel	2025	TBD
447	2003	Gillig	Low-Floor 40’ Diesel	2025	TBD
448	2003	Gillig	Low-Floor 40’ Diesel	2025	TBD
449	2003	Gillig	Low-Floor 40’ Diesel	2025	TBD
450	2003	Gillig	Low-Floor 40’ Diesel	2025	TBD
703	2004	Gillig	Low-Floor 30’ Diesel	2025	TBD
704	2004	Gillig	Low-Floor 30’ Diesel	2025	TBD
708	2004	Gillig	Low-Floor 30’ Diesel	2025	TBD