

## Vehicle Inventory

See procedure 725-030-025 of the [FDOT State Management](#) <sup>[OBJ]</sup>

The Federal Transit Grants Manager manages the Statewide Vehicle Inventory for the FDOT, which is titled Vehicle Inventory Database and can be found in the Transit Network on the shared network drive.

## Lien Releases

### Determine Lien Release Eligibility

Prior to initiating a release, the vehicle's mileage must be updated and included in the release request form. The District Office (DO) will submit a request for a title release to Central Office (CO) via email to the Federal Grants Manager.

CO will evaluate the request for the lien release based on the vehicle useful life standards. Vehicle Useful Life standards can be obtained from the [TRIPS website](#) or the excel file titled "*Vehicle Life Span 2006 to 2016*" located in the Resources tab in [TransCIP](#). All vehicles must meet the age and year requirement. Agencies can still request early release based on either miles or age but if it does not meet both then the below documentation must be included before we can authorize release.

- The district must have the most recent maintenance audit from the triennial review on file and must have reported the time and dates of the review on the state share point site. This documents that the agency does meet FDOT minimum maintenance requirements as stated in the Sate Management Plan. Open CAPS should be taken into consideration. The CO will use the share point report when reporting early release to FTA. If FTA needs additional information the CO will request a copy of the Triennial Review from the District.
- The agency must provide documentation to the District when claiming high operating cost, excessive wear, or excessive mechanical failure as the reason for early release. This would include the maintenance history of the bus, quotes for repair and/or a summary of the issues. This should be included in the information sent to CO. Please note, if the vehicle has experienced high failure rates this should have been reported to FDOT when it was first observed by the agency and should have been noted during the vehicle inventory inspection. TRIPS staff investigates these issues and looks for resolution. The information is also used to improve future technical specifications when bidding.
- The latest FDOT vehicle inventory inspection. This will document that FDOT did inspect the vehicle during its life cycle and reported on its condition

If it does meet both mileage and age then documentation is not necessary.