



Kingman Area Regional Transit (KART)

VEHICLE MAINTENANCE PLAN

The goals of the vehicle maintenance plan of **Kingman Area Regional Transit (KART)** are to support safe, reliable, and high quality service to our citizens and visitors to our area while making maximum use of financial resources. An effective maintenance plan ensures safe transit vehicles on the road and maximizes transit vehicle life.

Service Provider

Kingman Area Regional Transit (KART) utilizes the Fleet Services of the City of Kingman as the primary provider for vehicle maintenance needs. Responsibilities include scheduled preventive maintenance checklists and brake and tire inspections. All vehicle records are maintained using the Ron Turley & Associates (RTA) fleet maintenance software system. Approved vendors will provide additional work and major engine repairs, including warranty service. All mechanics will have ongoing training that cover maintenance safety and mechanical service specific to transit vehicle operations such as wheelchair lift maintenance.

Daily Vehicle Inspections

Specific procedures are outlined and monitored to ensure that all vehicles are inspected prior to the transit vehicle going into service each day and a post-trip inspection at the end of the service day. Drivers will perform a comprehensive checklist of essential maintenance elements and record the results on the pre-trip inspection form. The inspection form includes inspection of wheelchair lifts. If a defect identified will cause further damage or presents a safety hazard, the vehicle will not be put into operation. Any defects identified will be reviewed by Fleet Maintenance and discussed with the Public Transit Superintendent. Minor defects will be listed on the repair order for correction during the preventive maintenance process.

Preventive Maintenance Schedule

Preventive maintenance will be performed on each vehicle on the following schedule with a window of 1,000 enforced.

- “A” Level Service 4,000
- “B” Level Service 30,000 includes Tune-Up, Transmission, Rear-end service Repack Front Wheel Bearings.

During the PM scheduled service, the mechanic will document all defects found and will have all defects listed on the repair order and corrected prior to returning the transit vehicle to service. The Preventive Maintenance Checklist includes the vehicle unit number, mileage and/or hours on the vehicle. The following are minimum maintenance:

- Change Engine Oil (4,000)
- Change Fuel Filter (30,000)
- Change Air Filter (4,000)
- Change Automotive Auto/Trans Filter and Fluid (30,000)
- Change Differential Oil (30,000)
- Re-Pack Wheel Bearings (30,000)
- Grease under Carriage and Suspension (4,000)
- Check Automatic Transmission Fluid Level (4,000)
- Check Differential Fluid Level (4,000)
- Check Coolant Level (4,000)
- Check Windshield Washer Fluid Level (4,000)
- Check Battery Water Level (4,000)
- Check Brake Fluid Level (4,000)
- Replace/Repair Tires (As needed)
- Check Tire Pressure/check for nails or damage
- Visually check suspension for damage or wear
- Remove tires, check brakes and if brakes are at 25 % replace
- Replace Brakes if needed
- Check and clean battery post connections
- Check Wheelchair Lift and replace worn components, clean and adjust as needed

Wheelchair Maintenance

In order to comply with the requirements of the Americans with Disabilities Act (ADA), monitoring of all wheelchair lifts will be included as part of the daily transit vehicle and preventive maintenance process. The lift will be cycled as part of the pre-trip inspection and maintenance will include replacement of worn components, gear cleaning and adjustments as necessary.

Vehicle Breakdown

In the event of transit vehicle breakdown, a spare unit will be maintained ready to leave the facility immediately. The dispatcher (on-duty) will be responsible for troubleshooting the situation, identifying the best alternative to safely resume service. The transit vehicle involved with the breakdown will be taken out of service, scheduled for repair and a record maintained to prevent future incidents. Only after the repairs have been made to the transit vehicle, will it be returned to service.