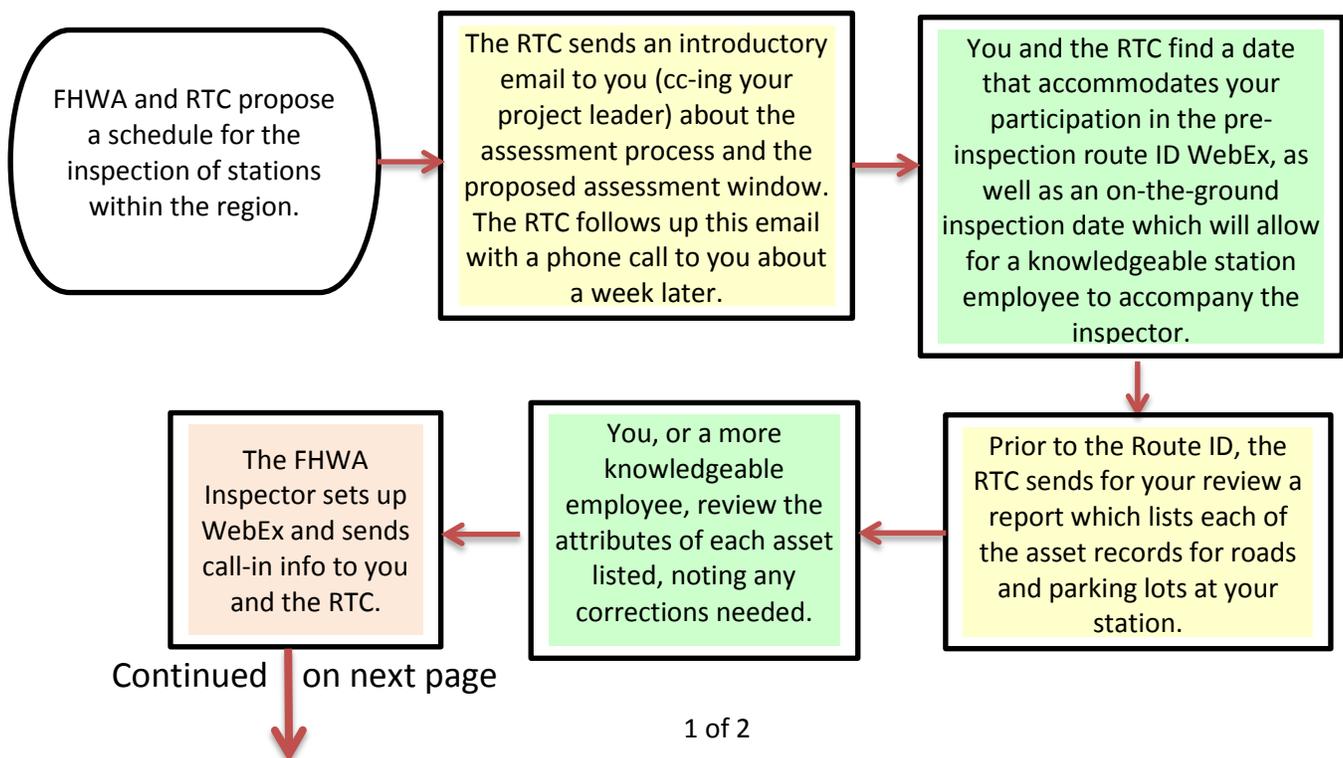


User Guide SM-08, Transportation Condition Assessments: A Guide for Station Managers

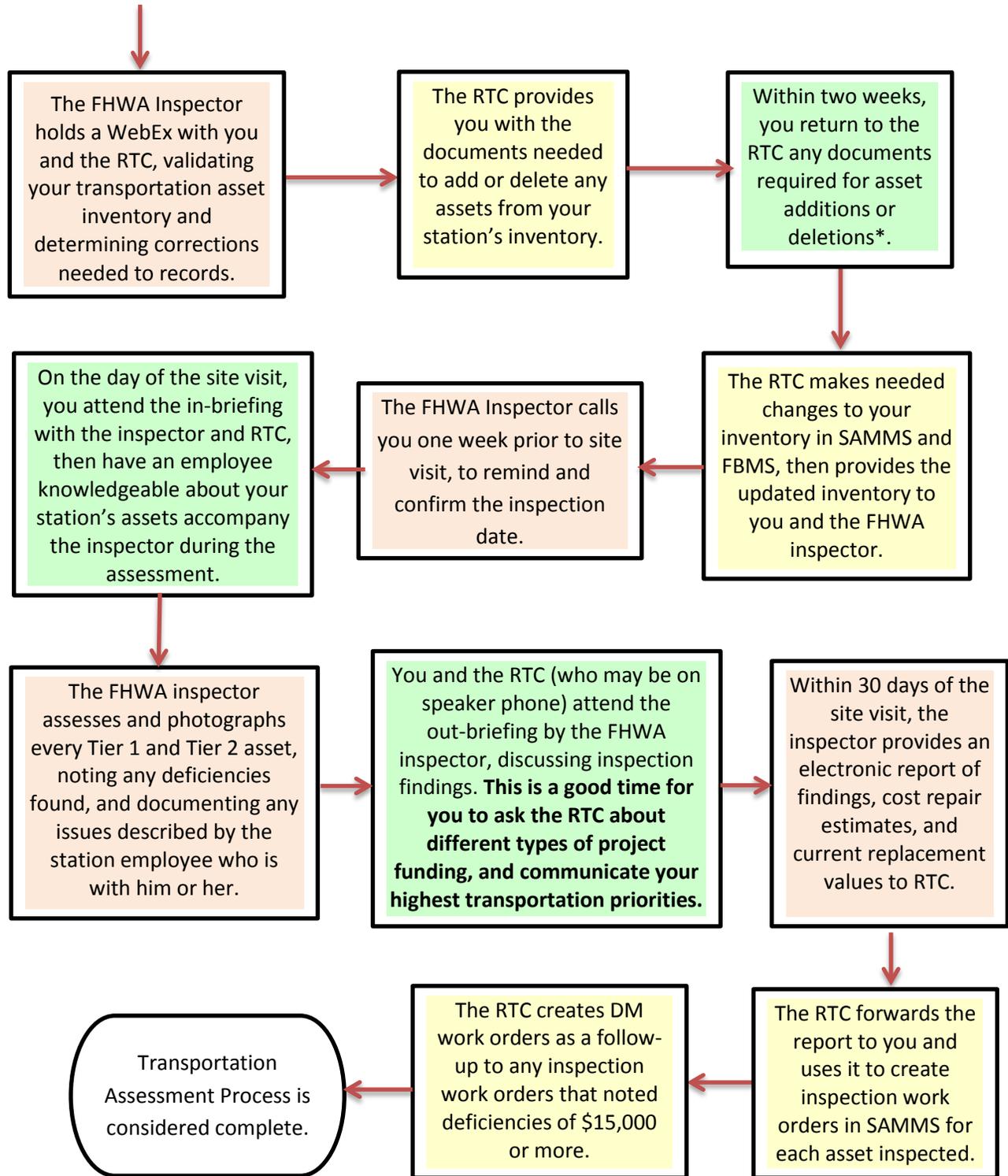
Background: In addition to the Comprehensive Condition Assessment (CCA) that is performed at each station every five years by the regional Facilities Management Coordinator (FMC), there are other specialized inspections for specific asset types for which inspection work orders are documented by asset number in the Service Maintenance and Management (SAMMS) database. One of those specialized inspections is the “Transportation Condition Assessment,” which, like the CCA, may also result in deferred maintenance (DM) work orders. These work orders may be funded through the FWS Transportation program or through the typical DM process. Transportation projects, however, are not *required* to be DM, and improvements are not limited to the current value of the asset. The Federal Land Transportation Program (FLTP), through which the Service’s transportation program is funded, also allows projects that improve access to federal lands, especially where safety issues exist, such as entering the refuge from a busy county-owned road that lacks turn lanes.

Overview: FWS has a contract agreement with the Federal Highway Administration (FHWA) for the assessment of deficiencies of public roads and parking lots owned and/or managed by FWS. As part of this contract, you will be contacted prior to the inspector’s site visit in order to carefully review your station’s transportation inventory via a WebEx with an FHWA representative and your FWS Regional Transportation Coordinator (RTC). This pre-inspection review is referred to as the “Route ID process,” or “RIP,” and is an important element in the funding process. The RIP cannot be accomplished without knowledgeable station input. Once discrepancies have been identified and the RTC corrects the inventory, FHWA will perform an on-site inspection. It is important for you, as the station manager, to attend both the in- and out-briefing with the inspector, and to have someone knowledgeable of your station’s roads and any maintenance or safety issues that exist, accompany the inspector during the assessment.

The following flow chart illustrates the events in this process. Colored boxes refer to actions or responsibilities of the RTC, the station manager, and the FHWA inspector.



Continued from previous page



*You can find more information on inventory additions and deletions, as well as required forms, in: SM-04, "Acquisition of New Real Property – Required Documentation" and SM-05, "Disposal Process for Real Property Assets" located at: <http://www.fws.gov/refuges/facilities/manuals-policies.html>