

Current System Description

1. An overview of the organization including its mission, program goals and objectives.

The Lowndes County Transit Department's current and long-term focus as a transportation provider is on offering the 5311 Transit System for the Lowndes County community. The Lowndes County Transit Department's goal is to create and provide a demand response transit system with the objective of providing safe, reliable, timely and efficient transportation services to county residents, fully compliant with regulatory requirements, and at the minimum cost to the County and its citizens.
2. Organizational structure; type of operation.

The Lowndes County Transit Department's 5311 Transit System is managed and operated by a third party, the TPO, through a contract with Lowndes County government. The TPO reports to the Lowndes County Transit Department. The Lowndes County Transit Department consists of one County employee who devotes approximately 25% of her time to the TPO contract relying solely on the TPO for the actual management and operation of the 5311 Transit System. This County employee reports to the County Engineer who reports to the County Manager who reports directly to the Lowndes County Board of County Commissioners (BCC). The BCC is committed to this 5311 Transit System program and has, therefore, initiated our 5311 Program transit service as the County's public transportation program. The 5311 Transit System (a demand response system) operates Monday through Friday (excluding holidays) from approximately 7:30 AM to 5:30 PM.
3. Indicate if your agency is a government authority.

The Lowndes County Transit System is not a government authority.
4. Who is responsible for insurance, training and management, and administration of the agency's transportation programs?

The TPO is responsible for training, management and operation of all aspects of the 5311 Transit System (Lowndes County's only transit service). The TPO requires safety sensitive employees to complete GDOT approved safety and security training course as part of its new hire orientation. All new TPO employees operating transit vehicles are also required to complete 80 hours of on-the-road driver's training, which includes riding with a training driver, behind-the-wheel training, and training on proper use of wheel chair lifts and securing devices. The TPO is responsible for annual renewal of all liability insurance for both GDOT and County-owned 5311 Transit System vehicles, as well as vehicle registration renewal. It is the TPO's responsibility to administer all aspects of the 5311 Transit System transportation program and to control access and usage of all program vehicles.
5. Who provides vehicle maintenance and record keeping?

Maintenance on all 5311 Transit Program vehicles is provided directly or indirectly by the TPO. The TPO utilizes only ASE certified technicians with experience in working on commercial passenger vehicles like the type the 5311 Transit System uses. All maintenance is performed using the Preventative Maintenance Plan, which conforms to the State Vehicle Maintenance Guidelines set forth in the GDOT Preventative Maintenance Guidelines document. All vehicle files and driver files are kept on-site at the TPO's operations base located at 1610 River Street, Valdosta, GA 31601 and are maintained by the TPO. All records are maintained and retained for a minimum of four (4) years.