



VERMONT

Commercial Vehicle Safety Plan

Federal Motor Carrier Safety Administration's Motor Carrier Safety Assistance Program

**Fiscal Years 2021 - 2023
Annual Update FY 2023**

Date of Approval: July 10, 2023

FINAL CVSP



**U.S. Department of Transportation
Federal Motor Carrier Safety Administration**

Part 1 - MCSAP Overview

Part 1 Section 1 - Introduction

The Motor Carrier Safety Assistance Program (MCSAP) is a Federal grant program that provides financial assistance to States to help reduce the number and severity of accidents and hazardous materials incidents involving commercial motor vehicles (CMV). The goal of the MCSAP is to reduce CMV-involved accidents, fatalities, and injuries through consistent, uniform, and effective CMV safety programs.

A State lead MCSAP agency, as designated by its Governor, is eligible to apply for grant funding by submitting a commercial vehicle safety plan (CVSP), in accordance with the provisions of [49 CFR 350.209, 350.211 and 350.213](#). The lead agency must submit the State's CVSP to the FMCSA Division Administrator on or before the due date each year. For a State to receive funding, the CVSP needs to be complete and include all required documents. Currently, the State must submit a performance-based plan or annual update each year to receive MCSAP funds.

The online CVSP tool (eCVSP) outlines the State's CMV safety objectives, strategies, activities and performance measures and is organized into the following five parts:

- Part 1: MCSAP Overview (FY 2021 - 2023)
- Part 2: Crash Reduction and National Program Elements (FY 2021 - 2023)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2021 - 2023)
- Part 4: Financial Information (FY 2023)
- Part 5: Certifications and Documents (FY 2023)

You will find that each of the five eCVSP parts listed above contains different subsections. Each subsection category will provide you with detailed explanation and instruction on what to do for completing the necessary tables and narratives.

The MCSAP program includes the eCVSP tool to assist States in developing and monitoring their grant applications. The eCVSP provides ease of use and promotes a uniform, consistent process for all States to complete and submit their plans. States and territories will use the eCVSP to complete the CVSP and to submit a 3-year plan or an Annual Update to a 3-year plan. As used within the eCVSP, the term 'State' means all the States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the Virgin Islands.

REMINDERS FOR FY 2023:

Multi-Year plans—All States will be utilizing the multi-year CVSP format. This means that objectives, projected goals, and activities in the plan will cover a full three-year period. The financial information and certifications will be updated each fiscal year.

Annual Updates for Multi-Year plans—States in Year 2 or Year 3 of a multi-year plan will be providing an Annual Update only. States will review the project plan submitted the previous year and indicate any updates for the upcoming fiscal year by answering the "Yes/No" question provided in each Section of Parts 1-3.

- If Yes is indicated selected, the information provided for Year 1 will be editable and State users can make any necessary changes to their project plan. (Note: Trend Analysis information that supports your current activities is not editable.) Answer carefully as there is only one opportunity to select "Yes" before the question is locked.
- If "No" is selected, then no information in this section will be editable and the user should move forward to the next section.

All multi-year and annual update plans have been pre-populated with data and information from their FY 2022 plans. States must carefully review and update this information to reflect FY 2023 activities prior to submission to FMCSA. The financial information and certifications will be updated each fiscal year.

- Any information that is added should detail major programmatic changes. Do not include minor modifications that reflect normal business operations (e.g., personnel changes).
- Add any updates to the narrative areas and indicate changes by preceding it with a heading (e.g., FY 2023 update). Include descriptions of the changes to your program, including how data tables were modified.
- The Trend Analysis areas in each section are only open for editing in Year 1 of a three-year plan. This data is not editable in Years 2 and 3.

Personally Identifiable Information - PII is information which, on its own or matched with other data, would permit identification of an individual. Examples of PII include: name, home address, social security number, driver's license number or State-issued identification number, date and/or place of birth, mother's maiden name, financial, medical, or educational

records, non-work telephone numbers, criminal or employment history, etc. PII, if disclosed to or altered by unauthorized individuals, could adversely affect the Agency's mission, personnel, or assets or expose an individual whose information is released to harm, such as identity theft.

States are reminded not to include any PII in their CVSP. The final CVSP approved by FMCSA is required to be posted to a public FMCSA website.

Part 1 Section 2 - Mission/Goal Statement

Please review the description of your State's lead CMV agency's goals or mission. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

Instructions:

Briefly describe the mission or goal of the lead State commercial motor vehicle safety agency responsible for administering this Commercial Vehicle Safety Plan (CVSP) throughout the State.

NOTE: Please do not include information on any other FMCSA grant activities or expenses in the CVSP.

The Vermont Department of Motor vehicles (VTDMV or DMV) is responsible for the safe operation of commercial motor vehicles transporting goods and passengers across Vermont's highways. This is accomplished through education, engineering, and enforcement. DMVs crash reduction goal is consistent with FMCSAs goal of reducing truck and bus related crashes and fatalities. More specifically, DMVs goal is the reduction of CMV crashes and fatalities within the State of Vermont. Vermont is a small state with an annual average of 193 large truck and bus crashes, and 7.5 fatalities. (MCMIS data snapshot dated 07-29-22 for FFY2018-FFY2021)

Vermont DMVs Commercial Vehicle Enforcement efforts are conducted through both fixed site details and mobile patrols. Fixed site details concentrate on vehicle inspections. All commercial vehicles and drivers are screened and vehicles are selected for inspection based on ISS scores, violation(s) observed, or randomly.

Mobile patrols focus on Level III inspections where a traffic enforcement offense has occurred. These patrols are completed primarily in high crash areas on either an interstate highway or a state highway. The desired outcome from these inspections is to change driver behavior in an attempt to reduce crashes.

DMV also conducts origin, destination, and terminal inspections on passenger carrier vehicles. The origin and destination inspections are completed primarily at the Vermont/Canada border crossings and at popular tourist locations.

DMV conducts operations at all hours of the day/night in an attempt to capture carriers/drivers that may only operate during night time hours. DMV also conducts post crash inspections on qualifying vehicles in an attempt to identify causation or contributing factors. DMV has four Inspectors certified to conduct Level VI inspections when origin inspections are required for vehicles entering Vermont from Canada or prior to a qualifying load being shipped by CMV. DMV has one non-sworn person who conducts Compliance Reviews/Investigations full time. These investigations are selected and assigned through the FMCSA Vermont Division.

Part 1 Section 3 - MCSAP Structure Explanation

Please review your State's CMV enforcement program description. You must answer the questions about your grant activities. You must select "yes" to make changes.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

Instructions:

Answer the questions about your CVSP activities and briefly describe the State's commercial motor vehicle (CMV) enforcement program funded by the MCSAP grant. Please do not include activities or expenses associated with any other FMCSA grant program.

Yes	No	Question
<input type="radio"/>	<input checked="" type="radio"/>	Are there initiatives involving "rural roads" included in this CVSP?
<input type="radio"/>	<input checked="" type="radio"/>	Does your State voluntarily submit an annual Training Plan to the National Training Center (NTC)?
<input type="radio"/>	<input checked="" type="radio"/>	Does your State include activities regarding Migrant Worker Transportation in Rural Areas in this CVSP?

The Department of Motor Vehicles (DMV) Commercial Vehicle Enforcement Unit is a comprehensive commercial motor vehicle enforcement agency. The unit is comprised of 20 sworn law enforcement inspector positions and five civilian employees; 1 Captain, 3 Lieutenants, 16 Inspectors, 2 Administrative Assistants, one civilian Compliance Review Inspector, and two part-time Safety Auditors. In addition to DMV, the Vermont State Police and several local municipal and county agencies have MCSAP trained officers. DMV is the lead agency having responsibility statewide for motor carrier enforcement and is designated MCSAP lead agency. DMV's Commercial Vehicle Enforcement Unit currently has 11 Inspectors certified in General Hazardous Materials; 9 inspectors certified in Cargo Tank; 2 in Other Bulk Packaging; 4 inspectors certified in Level VI inspections; 1 non-sworn inspector certified in Compliance Reviews; and 10 inspectors certified to conduct Passenger Carrier Inspections.

DMV also has sworn law enforcement Inspectors that work in a detective capacity and are not currently involved in commercial vehicle enforcement activities. DMV has interest in certifying 2-3 of these interested Inspectors at a Level III certification level to assist with CMV enforcement activities, especially augmenting traffic enforcement activities. This has never been done within Vermont and the actual level of effort and outcome is unknown. It is anticipated that these Inspectors will commit approximately 10% - 15% of their time to MCSAP activities throughout the year in order to stay proficient. Their activities will be conducted on patrol and at fixed site details. Necessary items are budgeted for this pilot project and prorated as appropriate.

Vermont completes MCSAP inspections roadside while patrolling, and also at fixed site details. DMV Inspectors are also responsible for size and weight enforcement as well as general highway safety. DMV Inspectors split their time based on the activity they are performing, so they are not 100% funded through the MCSAP Grant. Vermont DMV Inspectors spend about 40% of their time completing MCSAP funded activities. The one non-sworn Compliance Review Inspector and two non-sworn part time New Entrant Safety Auditors are 100% funded through MCSAP; therefore, all of their activities performed are MCSAP eligible.

DMV Inspectors are all certified to administer Standard Field Sobriety Tests to determine an operator's level of impairment from drugs or alcohol. There are standard tests recognized in Vermont and taught by the Vermont Criminal Justice Council. All DMV Inspectors are also certified in Advance Roadside Impaired Driving Enforcement (ARIDE). These are additional tests that can be administered to operators to determine if there is an impairment due to drugs. DMV has one Drug Recognition Expert (DRE) who can administer additional tests within a controlled environment and render a decision as to what drug panel the operator is under the influence of, and make a decision as to the level of impairment.

All DMV Inspectors are issued, and carry, a portable breath testing instrument. These are accessible to Inspectors on mobile patrol and fixed site details.

All Vermont MCSAP certified officers (excluding DMVs civilian CR Investigator and part-time New Entrant Auditors) are sworn Police Officers. They are trained and certified by the Vermont Criminal Justice Council as full time law enforcement officers. All law enforcement officers are trained in drug interdiction. DMV Inspectors have also attended specific commercial vehicle interdiction training such as Drug Interdiction Assistance Program (DIAP).

DMV has two drug sniffing canines. Commercial Vehicle Enforcement Inspectors are the canine handlers. The police dogs ride with the handler while on duty, and are available during patrol and fixed site details. The police dogs are used for screening and searching commercial vehicles.

All of DMVs commercial vehicle drug interdiction activities are completed in conjunction with an inspection.

In addition to DMVs Commercial Vehicle Enforcement Unit, Vermont has MCSAP certified officers from the Vermont State Police, municipalities and counties. The Vermont State Police has one Level I inspector; Bennington County Sheriffs Department has one Level I inspector; Chittenden County Sheriffs Department has one Level I inspector; Williston Police Department has one Level I inspector, and Woodstock Police Department has one Level III inspector. These are participating agencies only and are not sub grantees. Some of these MCSAP certified officers work with DMV Inspectors at weekly details, and all take part in national programs such as Operation Patriot, Motor Coach Strike Forces, and Operation Road Check.

Vermont DMV intends to add three additional full-time inspector positions based on the increase in BIL funding in FY2022. These positions will be identical to the Inspector positions in design but will have a more focused mission. Approval by the state is anticipated; however, not been finalized by the writing of this document.

NOTE/UPDATE: This information is accurate as of the writing of this draft. Staffing levels constantly fluctuate, and any long-term vacancies or hiring issues are always outlined both here and in MCSAP quarterly reports.

Part 1 Section 4 - MCSAP Structure

Please review your State's MCSAP structure information. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

Instructions:

Complete the following tables for the MCSAP lead agency, each subrecipient and non-funded agency conducting eligible CMV safety activities.

The tables below show the total number of personnel participating in MCSAP activities, including full time and part time personnel. This is the total number of non-duplicated individuals involved in all MCSAP activities within the CVSP. (The agency and subrecipient names entered in these tables will be used in the National Program Elements—Roadside Inspections area.)

The national program elements sub-categories represent the number of personnel involved in that specific area of enforcement. FMCSA recognizes that some staff may be involved in more than one area of activity.

Lead Agency Information	
Agency Name:	VERMONT DEPARTMENT OF MOTOR VEHICLES
Enter total number of personnel participating in MCSAP activities	23
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	23
Traffic Enforcement Activities	20
Investigations*	4
Public Education and Awareness	21
Data Collection and Reporting	6
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	
Enter total number of personnel participating in MCSAP activities	0
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	0
Traffic Enforcement Activities	0
Investigations*	0
Public Education and Awareness	0
Data Collection and Reporting	0
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	5
Total # of MCSAP Participating Personnel:	5

Part 2 - Crash Reduction and National Program Elements

Part 2 Section 1 - Overview

Part 2 allows the State to provide past performance trend analysis and specific goals for FY 2021 - 2023 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.

Note: For CVSP planning purposes, the State can access detailed counts of its core MCSAP performance measures. Such measures include roadside inspections, traffic enforcement activity, investigation/review activity, and data quality by quarter for the most recent five fiscal years using the Activity Dashboard on the A&I Online website. The Activity Dashboard is also a resource designed to assist the State with preparing their MCSAP-related quarterly reports and is located at: <https://ai.fmcsa.dot.gov>. A user id and password are required to access this system.

In addition, States can utilize other data sources available on the A&I Online website as well as internal State data sources. It is important to reference the data source used in developing problem statements, baselines and performance goals/objectives.

Part 2 Section 2 - CMV Crash Reduction

Please review the description of your State's crash reduction problem statement, goals, program activities and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

The primary mission of the Federal Motor Carrier Safety Administration (FMCSA) is to reduce crashes, injuries and fatalities involving large trucks and buses. MCSAP partners also share the goal of reducing commercial motor vehicle (CMV) related crashes.

Trend Analysis for 2015 - 2019

Instructions for all tables in this section:

Complete the tables below to document the State's past performance trend analysis over the past five measurement periods. All columns in the table must be completed.

- Insert the beginning and ending dates of the five most recent State measurement periods used in the Measurement Period column. The measurement period can be calendar year, Federal fiscal year, State fiscal year, or any consistent 12-month period for available data.
- In the Fatalities column, enter the total number of fatalities resulting from crashes involving CMVs in the State during each measurement period.
- The Goal and Outcome columns relate to each other and allow the State to show its CVSP goal and the actual outcome for each measurement period. The goal and outcome must be expressed in the same format and measurement type (e.g., number, percentage, etc.).
 - In the Goal column, enter the goal from the corresponding CVSP for the measurement period.
 - In the Outcome column, enter the actual outcome for the measurement period based upon the goal that was set.
- Include the data source and capture date in the narrative box provided below the tables.
- If challenges were experienced while working toward the goals, provide a brief narrative including details of how the State adjusted the program and if the modifications were successful.
- The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable in Years 2 and 3.

ALL CMV CRASHES

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g. large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, or other). Other can include injury only or property damage crashes.

Goal measurement as defined by your State: Large Truck Fatal Crashes per 100M VMT

If you select 'Other' as the goal measurement, explain the measurement used in the text box provided:

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2019	12/31/2019	10	0.1140	0.1361
01/01/2018	12/31/2018	7	0.1140	0.0840
01/01/2017	12/31/2017	5	0.1140	0.0673
01/01/2016	12/31/2016	9	0.1140	0.1222
01/01/2015	12/31/2015	8	0.1140	0.11

MOTORCOACH/PASSENGER CARRIER CRASHES

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g. large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, other, or N/A).

Goal measurement as defined by your State: Large Truck Fatal Crashes per 100M VMT

If you select 'Other' or 'N/A' as the goal measurement, explain the measurement used in the text box provided:

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2019	12/31/2019	1	0.1140	0.0136
01/01/2018	12/31/2018	1	0.1140	0.0140
01/01/2017	12/31/2017	0	0.1140	0
01/01/2016	12/31/2016	0	0.1140	0
01/01/2015	12/31/2015	0	0.1140	0

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

Hazardous material is anything that is listed in the hazardous materials table or that meets the definition of any of the hazard classes as specified by Federal law. The Secretary of Transportation has determined that hazardous materials are those materials capable of posing an unreasonable risk to health, safety, and property when transported in commerce. The term hazardous material includes hazardous substances, hazardous wastes, marine pollutants, elevated temperature materials, and all other materials listed in the hazardous materials table.

For the purposes of the table below, HM crashes involve a release/spill of HM that is part of the manifested load. (This does not include fuel spilled from ruptured CMV fuel tanks as a result of the crash).

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g., large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, other, or N/A).

Goal measurement as defined by your State: Large Truck Fatal Crashes per 100M VMT

If you select 'Other' or 'N/A' as the goal measurement, explain the measurement used in the text box provided:

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2019	12/31/2019	2	0.1140	0.0272
01/01/2018	12/31/2018	2	0.1140	0.0280
01/01/2017	12/31/2017	0	0.1140	0
01/01/2016	12/31/2016	0	0.1140	0
01/01/2015	12/31/2015	0	0.1140	0

Enter the data sources and capture dates of the data listed in each of the tables above.

FMCSA Motor Carrier Management Information Systems (MCMIS) data snapshot as of 06/26/2020, including crash records through 02/29/2020. VMT information was obtained from the Vermont Agency of Transportation Highway Research. Annual VMT (millions): 2015-7310.9 2016-7364.5 2017-7424.4 2018-7142.6 2019-7345.6

Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.

Vermont is a small state with relatively low VMT and few fatal crashes each year. Vermont's goal has been consistent with FMCSA's goal of reducing the number of fatal CMV crashes. Since Vermont is a small state, a couple of bad crashes severely impacts the outcome. In CY2015, CY2018, and CY2019 there were single CMV involved crash occurrences that resulted in multiple fatalities. Since the VMT stays fairly consistent from year to year, a spike in the number of fatalities magnifies the outcome and makes it difficult to achieve the desired goal.

Vermont's Crash Reduction Goals have been designed to attempt to reduce the number of large truck and bus crashes in Vermont. In the past, DMV has been successful in reducing crashes in identified high crash counties however, the average number of crashes statewide has remained static. DMV has learned from past multi-year crash objectives, simply reducing crashes in the high crash counties did not achieve lesser total crashes statewide. DMV does not want to sacrifice the safety on one highway for safety on another highway. Therefore, in an effort to combat this trend, DMV will now complete scheduled traffic enforcement patrols statewide, on both Interstate Highways and State Highways. DMV tries to maintain an omni-presence image using available resources so large truck and bus drivers are alert on all Vermont roadways.

Vermont has extremely few fatalities from passenger carrier crashes, and doesn't have a specific crash reduction goal for passenger carriers. This has always been included with the large truck crash reduction goal. Vermont does have an active passenger carrier inspection program. From CY2015-CY2019, Vermont has only had two fatalities from passenger carrier crashes.

Vermont has no specific hazardous materials crash reduction goal. Vermont has few fatal crashes involving the transportation of hazardous materials. This is included in the large truck crash reduction goal. From CY2015-CY2019, Vermont only had four fatalities involving placarded hazardous materials vehicles. The two fatalities in 2018 were both in the same vehicle, transporting hazardous materials, when it crashed due to the driver experiencing a medical emergency.

Narrative Overview for FY 2021 - 2023**Instructions:**

The State must include a reasonable crash reduction goal for their State that supports FMCSA's mission to reduce the national number of crashes, injuries and fatalities involving commercial motor vehicles. The State has flexibility in setting its goal and it can be based on raw numbers (e.g., total number of fatalities or CMV crashes), based on a rate (e.g., fatalities per 100 million VMT), etc.

Problem Statement Narrative: Describe the identified problem, include baseline data and identify the measurement method.

Vermont's goal of reducing the number of large truck and passenger carrier crashes is consistent with FMCSA's goal. In this Crash Reduction Goal, Vermont will concentrate on crash reduction statewide. By concentrating enforcement efforts statewide, it will allow Inspectors to broaden their patrols in an effort to affect more of the state and hopefully reduce the total number of crashes statewide. Vermont averages 220 crashes per year (CY2016-CY2019). This will be the baseline used for future measurement. During this baseline period, there doesn't seem to be any trend for specific days or times that are consistently reflected as high crash days, times, road type, or location. Crashes are occurring every day of the week at all different hours on all roadway types.

Crash reports uploaded to the Vermont Electronic Crash Repository can be monitored to see if any crash trends appear throughout this objective. If trends appear, directed patrols will be scheduled to target those trends.

DMV will use statewide enforcement efforts to attempt to reduce the number of crashes statewide by 2% in CY2021, 2% in CY2022, and 2% in CY2023.

The best tool to prevent crashes is changing driver behavior. DMV uses targeted traffic enforcement patrols in an effort to change driver behavior for CMVs and non-CMV's operating around CMVs. The traffic enforcement patrols outlined in the Traffic Enforcement National Program Element are also used in this crash reduction effort.

DMV has limited FTE to cover the entire State of Vermont. As part of this Crash Reduction Goal, DMV wants to implement digital speed feedback signs. These signs will measure speed of an oncoming vehicle and display that speed for the driver to see. They will also display a message telling the driver to reduce speed if the measured speed is in excess of the posted speed limit. This will be a real time notification to the driver in an attempt to change the unsafe driver behavior before any crash occurs. These signs will supplement the efforts of DMV Inspectors. These signs will be placed in areas where there are unfavorable driver trends which could include work zones, the bottom of mountain descents, and chronic speed areas. DMV requested three signs in FFY2021, one per sector, to augment traffic enforcement efforts. These signs have reporting capabilities, and will be equally effective changing passenger vehicle behavior. In Vermont crashes, passenger vehicle driver actions are cause of many of the CMV crashes.

Total speed feedback signs requested decreased by one, for a new total of two, to balance the budget with finalized FFY2021 award amount.

UPDATE: Vermont has only had 23 CMV work zone crashes from FY2018-FY2021. This is an average of 8 crashes per year and Vermont can't have a realistic activity that could target such a small number of crashes statewide. FY2019= 2, FY2020= 6, FY2021= 10, and FY2022= 5. Vermont does conduct work zone enforcement activities and will continue to do so as part of regular patrol and traffic enforcement duties. Targeted activities will occur if a particular work zone becomes problematic. Data source: WebCrash (Vermont's electronic crash repository).

Enter the data source and capture date:

Vermont Electronic Crash Repository (WebCrash). FMCSA Motor Carrier Management Information Systems (MCMIS) data snapshot as of 06/26/2020, including crash records through 02/29/2020. Data source capture date 07/20/2020.

Projected Goal for FY 2021 - 2023:

In the table below, state the crash reduction goal for each of the three fiscal years. The method of measurement should be consistent from year to year. For example, if the overall crash reduction goal for the three year period is 12 percent, then each annual goal could be shown as 4 percent.

Fiscal Year	Annual Crash Reduction Goals
2021	2
2022	2
2023	2

This crash reduction goal will run from CY2021 to the end of CY2023 (3 years). 1. Reduce the number of crashes statewide by 2% at the end of CY2021. 2. Reduce the number of crashes statewide by 2% at the end of CY2022. 3. Reduce the number of crashes statewide by 2% at the end of CY2023. 4. Use traffic enforcement patrols to reduce crash incidents statewide during this three year objective.

Program Activities for FY 2021 - 2023: States must indicate the activities, and the amount of effort (staff hours, inspections, traffic enforcement stops, etc.) that will be resourced directly for the program activities purpose.

1. Review crash reports uploaded into the Vermont Electronic Crash Repository on a quarterly basis for any problematic trends (ie: consistent locations, days, times, causation factors).

2. Sector Lieutenants will schedule 8 specific traffic enforcement patrols per month (96 per year). These patrols average about 4 hours each (384 hours per year).

3. Sector Lieutenants will deploy digital speed feedback signs in problematic areas (when acquired).

In FFY2015, Inspectors conducted 122 directed patrols. There were a total of 264 inspections (16 Level I inspections, 104 Level II inspections, and 144 Level III inspections) completed. Eight drivers and 39 vehicles were placed out of service.

In FFY2016, Inspectors conducted 173 directed patrols. There were a total of 420 inspections (23 Level I inspections, 130 Level II inspections, 263 Level III inspections, and 4 Level IV inspections) completed. Twenty-seven drivers and 52 vehicles were placed out of service.

In FFY2017, Inspectors conducted 72 directed patrols. There were a total of 192 inspections (9 Level I inspections, 73 Level II inspections, and 110 Level III inspections) completed. Fourteen drivers and 15 vehicles were placed out of service.

In FFY2018, Inspectors conducted 109 directed patrols. There were a total of 171 inspections (11 Level I inspections, 95 Level II inspections, 65 level III inspections) completed. Eleven drivers and 23 vehicles were placed out of service.

In FFY2019, Inspectors conducted 129 directed patrols. There were a total of 221 inspections (11 Level I inspections, 109 Level II inspections, 101 level III inspections) completed. Twenty-five drivers and 26 vehicles were placed out of service.

(This information is just what was completed during these patrols, and does not include any other traffic enforcement information completed outside scheduled patrols).

Performance Measurements and Monitoring: The State will monitor the effectiveness of its CMV Crash Reduction Goal quarterly and annually by evaluating the performance measures and reporting results in the required Standard Form - Performance Progress Reports (SF-PPRs).

Describe how the State will conduct ongoing monitoring of progress in addition to quarterly reporting.

The State of Vermont has a CMV Crash Protocol for all law enforcement agencies to contact DMV's Commercial Vehicle Enforcement Unit (office or on call supervisor) when they respond to a CMV crash involving a tow away, injury, or fatality. DMV Inspectors complete a significant crash reporting form when they respond to a CMV crash and complete a qualifying post crash inspection. These crash reporting forms are sent to a supervisor for review, and attached to the incident in DMV's electronic incident reporting system.

Inspectors also complete an incident in DMV's electronic incident reporting system for each specific scheduled traffic enforcement patrol. Included in these incidents are the number of stops, inspections by level, driver violations, vehicle violations, drivers out of service, vehicles out of service, and tickets issued.

Any of this information is retrievable from the electronic database.

DMV will report on digital feedback sign placement, why it was placed in that location, and the results of available reporting (when acquired).

UPDATE: With the ongoing shortage of certified police officers throughout the country and the State of Vermont, DMV has recently been approached by the Vermont State Police and requested to begin covering all CMV crashes as the primary investigating agency, in addition to post-crash inspection responsibilities. The proposal is new, and a final agreement has yet to be reached by the submission deadline of this document. If an agreement is reached, DMV may charge some CMV injury or fatal crash investigation time to this grant.

Part 2 Section 3 - Roadside Inspections

Please review the description of your State's overall inspection program and identify if changes are needed for the upcoming fiscal year. You must also update the projected roadside inspection goals for the upcoming fiscal year. You must select "yes" to make changes.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

In this section, provide a trend analysis, an overview of the State's roadside inspection program, and projected goals for FY 2021 - 2023. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

Note: In completing this section, do NOT include border enforcement inspections. Border Enforcement activities will be captured in a separate section if applicable.

Trend Analysis for 2015 - 2019

Inspection Types	2015	2016	2017	2018	2019
Level 1: Full	1447	1750	1572	1738	2115
Level 2: Walk-Around	2233	2195	2347	2185	2273
Level 3: Driver-Only	1729	1499	1852	1866	1994
Level 4: Special Inspections	0	45	35	36	21
Level 5: Vehicle-Only	104	95	133	98	93
Level 6: Radioactive Materials	0	1	3	1	2
Total	5513	5585	5942	5924	6498

Narrative Overview for FY 2021 - 2023**Overview:**

Describe components of the State's general Roadside and Fixed-Facility Inspection Program. Include the day-to-day routine for inspections and explain resource allocation decisions (i.e., number of FTE, where inspectors are working and why).

Enter the roadside inspection application name(s) (e.g., Aspen) used by the State.

VTDMV has transitioned from ASPEN to Inspect. Some data is also captured in a CAD/RMS system, Valcour. Most of the information in Valcour is redundant for information captured in roadside inspections application.

Enter a narrative of the State's overall inspection program, including a description of how the State will monitor its program to ensure effectiveness and consistency.

Vermont DMV conducts both roadside inspections while on patrol and inspections at fixed site details. On patrol days, Inspectors are assigned a specific area (town, highway, or geographical location). This is when most level III inspections and traffic enforcement inspections are completed. Each Inspector normally has about three patrol days per week. Patrol days are also when Inspectors are assigned specific traffic enforcement patrols as outlined in the Crash Reduction Goal. Inspectors also generally work one or two fixed site details per week. DMV's Commercial Vehicle Enforcement Unit is divided into three sectors; there is normally a minimum of four fixed site details completed each week. DMV has several locations used for fixed site details. Most locations are located on the Interstate Highway System, but there are also sites located on State Highways. DMV conducts fixed site details in conjunction with federal, state, county, and local MCSAP partners. DMV also works closely with border officials when working the various ports of entry between Vermont and Canada. DMV Inspectors are not completely funded through the MCSAP program. Inspectors divide their time between eligible MCSAP activities and other state funded activities. Inspectors dedicate approximately 40% of their time to MCSAP eligible activities. Fixed site details are typically completely funded through MCSAP, while patrol days are split based on the amount of MCSAP activities and state funded activities. Inspection activity is monitored through FMCSA databases. These

reports allow progress to be monitored and occasionally compared to national averages.

MCSAP funded activities are described by each individual Inspector in Vermont's payroll system.

Lead Agency - 20 Full time inspectors. Lead Agency - 2 part-time new entrant auditors, and 1 full-time compliance review investigator that maintain MCSAP certifications but do not conduct roadside inspections on a regular basis.

UPDATE: DMV has budgeted for three additional BIL funded positions. These three positions are intended to be DMV's strike force team which will have a high focus on national priorities, such as human trafficking, and any problematic issues that arise without disruption of our unit's primary scheduled activities. DMV Inspectors watch for indications of human trafficking activities though the course of regular inspection activities.

UPDATE: DMV has incorporated the DACH as part of the regular inspection process. In FFY2022, Vermont cited 19 drivers for operating while prohibited in the DACH. Vermont will attempt to capture 15% more prohibited drivers (21 drivers) in coming fiscal year. Data source: Inspect (CMV Roadside Inspection Program).

Projected Goals for FY 2021 - 2023

Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2021 - 2023. For FY 2023, there are separate tabs for the Lead Agency, Subrecipient Agencies, and Non-Funded Agencies—enter inspection goals by agency type. Enter the requested information on the first three tabs (as applicable). The Summary table totals are calculated by the eCVSP system.

To modify the names of the Lead or Subrecipient agencies, or the number of Subrecipient or Non-Funded Agencies, visit [Part 1, MCSAP Structure](#).

Note: Per the [MCSAP Comprehensive Policy](#), States are strongly encouraged to conduct at least 25 percent Level 1 inspections and 33 percent Level 3 inspections of the total inspections conducted. If the State opts to do less than these minimums, provide an explanation in space provided on the Summary tab.

MCSAP Lead Agency

Lead Agency is: VERMONT DEPARTMENT OF MOTOR VEHICLES

Enter the total number of certified personnel in the Lead agency: 20

Projected Goals for FY 2023 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1526	250	40	1816	25.01%
Level 2: Walk-Around	2168	498	60	2726	37.54%
Level 3: Driver-Only	2547		60	2607	35.90%
Level 4: Special Inspections	50			50	0.69%
Level 5: Vehicle-Only			60	60	0.83%
Level 6: Radioactive Materials		2		2	0.03%
Sub-Total Lead Agency	6291	750	220	7261	

MCSAP subrecipient agency

Complete the following information for each MCSAP subrecipient agency. A separate table must be created for each subrecipient.

Subrecipient is:

Enter the total number of certified personnel in this funded agency: 0

Projected Goals for FY 2023 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	%
Level 2: Walk-Around				0	%
Level 3: Driver-Only				0	%
Level 4: Special Inspections				0	%
Level 5: Vehicle-Only				0	%
Level 6: Radioactive Materials				0	%
Sub-Total Funded Agencies	0	0	0	0	

Non-Funded Agencies

Total number of agencies:	5
Enter the total number of non-funded certified officers:	5
Enter the total number of inspections projected for FY 2023:	416

Summary

Projected Goals for FY 2023 - Roadside Inspections Summary

Projected Goals for FY 2023 Summary for All Agencies					
MCSAP Lead Agency: VERMONT DEPARTMENT OF MOTOR VEHICLES					
# certified personnel: 20					
Subrecipient Agencies:					
# certified personnel: 0					
Number of Non-Funded Agencies: 5					
# certified personnel: 5					
# projected inspections: 416					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1526	250	40	1816	25.01%
Level 2: Walk-Around	2168	498	60	2726	37.54%
Level 3: Driver-Only	2547		60	2607	35.90%
Level 4: Special Inspections	50			50	0.69%
Level 5: Vehicle-Only			60	60	0.83%
Level 6: Radioactive Materials		2		2	0.03%
Total MCSAP Lead Agency & Subrecipients	6291	750	220	7261	

Note: If the minimum numbers for Level 1 and Level 3 inspections are less than described in the [MCSAP Comprehensive Policy](#), briefly explain why the minimum(s) will not be met.

Note: The table below is created in Year 1. It cannot be edited in Years 2 or 3 and should be used only as a reference when updating your plan in Years 2 and 3.

Projected Goals for FY 2022 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	6845	0	416	7261
Enter total number of certified personnel	20	0	9	29
Projected Goals for FY 2023 Roadside Inspections				
Enter total number of projected inspections	6845	0	416	7261
Enter total number of certified personnel	20	0	9	29

Part 2 Section 4 - Investigations

Please review your State's investigation goals, program activities and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

Describe the State's implementation of FMCSA's interventions model for interstate carriers. Also describe any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel assigned to this effort. Data provided in this section should reflect interstate and intrastate investigation activities for each year. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

☐ The State does not conduct investigations. If this box is checked, the tables and narrative are not required to be completed and won't be displayed.

Trend Analysis for 2015 - 2019

Investigative Types - Interstate	2015	2016	2017	2018	2019
Compliance Investigations	1	4	3	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	2	0	1
CSA Off-Site	0	0	0	0	3
CSA On-Site Focused/Focused CR	7	2	2	15	5
CSA On-Site Comprehensive	0	0	0	4	10
Total Investigations	8	6	7	19	19
Total Security Contact Reviews	0	0	0	1	1
Total Terminal Investigations	0	0	0	0	0

Investigative Types - Intrastate	2015	2016	2017	2018	2019
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	0	0	0	6	3
CSA On-Site Comprehensive	0	0	0	1	1
Total Investigations	0	0	0	7	4
Total Security Contact Reviews	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0

Narrative Overview for FY 2021 - 2023**Instructions:**

Describe the State's implementation of FMCSA's interventions model to the maximum extent possible for interstate carriers and any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel assigned to this effort.

Projected Goals for FY 2021 - 2023

Complete the table below indicating the number of investigations that the State anticipates conducting during FY 2021 - 2023.

Projected Goals for FY 2021 - 2023 - Investigations						
Investigation Type	FY 2021		FY 2022		FY 2023	
	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
Compliance Investigations	0	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0	0
CSA Off-Site	0	0	0	0	0	0
CSA On-Site Focused/Focused CR	12	0	12	0	15	0
CSA On-Site Comprehensive	6	0	6	0	6	0
Total Investigations	18	0	18	0	21	0
Total Security Contact Reviews	0	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0	0

Add additional information as necessary to describe the carrier investigation estimates.

Program Activities: Describe components of the State's carrier investigation activities. Include the number of personnel participating in this activity.

Vermont DMV has one full-time non-sworn Inspector position that is 100% MCSAP funded and dedicated to CSA Carrier Interventions. Carrier investigations are assigned, monitored, and reviewed by the FMCSA Vermont Division. The Inspector has completed Enhanced Investigative Techniques training and works closely with the FMCSA Vermont Division. This Inspector is responsible for contacting, scheduling, completing, closing out, and submitting the findings to FMCSA Vermont Division. Even with having this full-time Inspector working on carrier investigations on a full-time basis, it is difficult to anticipate the number of investigations that will be completed. As learned in FFY2016, one extensive investigation can inhibit the ability to reach the stated goal. DMV has set a goal on completing 18 CSA Carrier Interventions each FFY 2021-2023.

UPDATE: Vermont has one FTE that completes carrier investigation activities. The number of investigations completed each year depends on the complexity of the investigations. DMV will attempt to complete 4 more investigations resulting in a 20% increase. The Projected Goals Chart has been adjusted to reflect 22 investigations.

Performance Measurements and Monitoring: Describe all measures the State will use to monitor progress toward the annual goals. Further, describe how the State measures qualitative components of its carrier investigation program, as well as outputs.

Most all aspects of the carrier interventions are monitored by FMCSA Vermont Division. DMV will monitor the program on a quarterly basis to meet the stated goal of 18 investigations. DMV and FMCSA maintain regular contact to discuss progress. Since DMV only has one Inspector completing carrier investigations, that Inspector is responsible to maintain certification. Vermont DMV shares the success of this program with FMCSA, since we have no intrastate program. Other than the number of investigations completed, the only real measure Vermont has is whether or not the reviews are approved by the Federal Programs Manager when they are submitted, and if FMCSA is successful in their Notice of Claims when enforcement action is taken.

Part 2 Section 5 - Traffic Enforcement

Please review the description of your State's traffic enforcement program, projected goals and monitoring. You must answer the questions about your traffic enforcement activities in the Projected Goals area. You must select "yes" to make changes.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

Traffic enforcement means documented enforcement activities by State or local officials. This includes the stopping of vehicles operating on highways, streets, or roads for moving violations of State or local motor vehicle or traffic laws (e.g., speeding, following too closely, reckless driving, and improper lane changes). The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

Trend Analysis for 2015 - 2019**Instructions:**

Please refer to the [MCSAP Comprehensive Policy](#) for an explanation of FMCSA's traffic enforcement guidance. Complete the tables below to document the State's safety performance goals and outcomes over the past five measurement periods.

1. Insert the beginning and end dates of the measurement period being used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12-month period for which data is available).
2. Insert the total number CMV traffic enforcement stops with an inspection, CMV traffic enforcement stops without an inspection, and non-CMV stops in the tables below.
3. Insert the total number of written warnings and citations issued during the measurement period. The number of warnings and citations are combined in the last column.

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2018	09/30/2019	975	1110
10/01/2017	09/30/2018	948	1120
10/01/2016	09/30/2017	1250	1478
10/01/2015	09/30/2016	805	1100
10/01/2014	09/30/2015	998	1065

☒ The State does not conduct CMV traffic enforcement stops without an inspection. If this box is checked, the "CMV Traffic Enforcement Stops without an Inspection" table is not required to be completed and won't be displayed.

☐ The State does not conduct documented non-CMV traffic enforcement stops and was not reimbursed by the MCSAP grant (or used for State Share or MOE). If this box is checked, the "Non-CMV Traffic Enforcement Stops" table is not required to be completed and won't be displayed.

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented Non-CMV Traffic Enforcement Stops	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2018	09/30/2019	75	84
10/01/2017	09/30/2018	93	111
06/01/2016	05/31/2017	58	75
06/01/2015	05/31/2016	52	62
06/01/2014	05/31/2015	47	60

Enter the source and capture date of the data listed in the tables above.

Data Source for Traffic Enforcement information: Motor Carrier Management Information Systems (MCMIS) data snapshot as of 06/26/2020. The number of citations and warnings indicated in the CMV Traffic Enforcement with Inspection chart in the number of violations of the traffic enforcement inspections. Each violation was either a ticket or a warning. DMV does not conduct CMV traffic enforcement without an inspection. DMV does conduct non-CMV traffic enforcement activity when such non-CMVs are operating unsafely around CMVs.

Narrative Overview for FY 2021 - 2023

Instructions:

Describe the State's proposed level of effort (number of personnel) to implement a statewide CMV (in conjunction with and without an inspection) and/or non-CMV traffic enforcement program. If the State conducts CMV and/or non-CMV traffic enforcement activities only in support of the overall crash reduction goal, describe how the State allocates traffic enforcement resources. Please include number of officers, times of day and days of the week, specific corridors or general activity zones, etc. Traffic enforcement activities should include officers who are not assigned to a dedicated commercial vehicle enforcement unit, but who conduct eligible commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State must conduct these activities in accordance with the [MCSAP Comprehensive Policy](#).

Vermont DMV Inspectors conduct traffic enforcement primarily on patrol days. Traffic enforcement is conducted on Interstate Highways and State Highways. Inspectors monitor the operation of CMV drivers and initiate a traffic stop and inspection when an infraction is observed. When a traffic enforcement inspection is completed, the Traffic Enforcement box is checked off on the inspection report. All Inspectors are issued a hand held speed detection device as well as a fixed radar unit mounted in the vehicle to detect speeding violations. Inspectors will also initiate a traffic stop and inspection when a CMV appears to exceed statutory height, length, width, or weight limits. In addition, Inspectors are assigned specific traffic enforcement patrols. These patrols target CMV operation within the high crash areas identified in the Crash Reduction Goal. The results of these specific traffic enforcement patrols are documented in Valcour (CAD/RMS). These patrols are intended to reduce the number of CMV related crashes statewide. While conducting traffic enforcement, Inspectors monitor CMV traffic. CMVs will be stopped when a traffic enforcement offense is observed. This violation is documented on an inspection report whether or not a ticket is issued. DMV completes an average of approximately eight specific traffic enforcement patrols per month. These patrols target a specific location and last about 4 hours per patrol. Other traffic enforcement activities occur on scheduled patrol days and are included within the Inspectors 40% MCSAP activities. Vermont's traffic enforcement activities are a year long event. They are affected by inclement weather during the winter months. Inspection totals in FMCSA databases will be reviewed on a monthly basis to ensure that adequate traffic enforcement inspections are completed and Vermont will meet FMCSA's goal of 33% Level III inspections. Completed traffic enforcement patrols can be monitored anytime using Valcour. Traffic enforcement activities are adjusted based on CMV crash data or enforcement needs.

Projected Goals for FY 2021 - 2023

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2021 - 2023. The projected goals are based on the number of traffic stops, not tickets or warnings issued. These goals are NOT intended to set a quota.

Note: If you answer "No" to "Non-CMV" traffic enforcement activities, the State does not need to meet the average number of 2014/2015 safety activities because no reimbursement will be requested. If you answer "No" and then

click the **SAVE** button, the **Planned Safety Activities** table will no longer be displayed.

			Enter Projected Goals (Number of Stops only)		
Yes	No	Traffic Enforcement Activities	FY 2021	FY 2022	FY 2023
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	1190	1190	1309
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	0	0	0
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	40	40	40
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	96	96	96

In order to be eligible to utilize Federal funding for Non-CMV traffic enforcement, States must maintain an average number of safety activities which include the number of roadside inspections (including border inspections, if applicable), carrier investigations, and new entrant safety audits conducted in the State for Fiscal Years 2014 and 2015.

The table below displays the information you input into this plan from the roadside inspections (including border inspections, if applicable), investigations, and new entrant safety audit sections. Your planned activities must at least equal the average of your 2014/2015 activities.

FY 2023 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2023 Activities	Average 2014/15 Activities
8177	21	280	8478	6070

Describe how the State will report on, measure and monitor its traffic enforcement efforts to ensure effectiveness, consistency, and correlation to FMCSA's national traffic enforcement priority.

The primary traffic enforcement offense noted on inspection reports is speeding. DMV Inspectors also actively search for seatbelt and hand held device violations. Vermont DMV completes on average eight specific traffic enforcement patrols per month (96/year) in high risk areas, as well as some group traffic enforcement saturation patrol events. Each individual traffic enforcement patrol is about 4 - 8 hours. Each group traffic enforcement event is about 8 hours. Vermont will attempt to complete 150 traffic enforcement inspections with a documented speed violation per quarter. 1. Vermont will complete 1309 CMV traffic enforcement stops with inspection each year. This can be monitored in FMCSA databases. 2. Vermont will not complete CMV traffic enforcement stops without inspections. This is monitored in Valcour, DMVs Incident Management System. 3. Vermont will complete 40 traffic stops for non-CMV unsafe driving around CMVs each year. This is monitored in Valcour, DMVs Incident Management System. 4. Vermont will complete 150 traffic enforcement inspections with a speed violation per quarter. This is documented through FMCSA databases.

UPDATE: Vermont generally completed around 1000 CMV traffic enforcement stops with inspections each year, depending on several factors. The Projected Goals Chart has been adjusted to reflect the additional 10% productivity. DMV intends on adding three new Inspector positions which would account for this additional traffic enforcement activities. These positions have been budgeted for and initially approved by administration. They must still be approved by the legislature.

Part 2 Section 6 - Safety Technology

Please verify your State's safety technology compliance levels, responsible agencies, and narrative overview. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

Performance and Registration Information Systems Management (PRISM) is a condition for MCSAP eligibility in [49 CFR 350.207\(27\)](#). States must maintain, at a minimum, full PRISM participation. FMCSA defines "fully participating" in PRISM for the purpose of determining eligibility for MCSAP funding, as when a State's or Territory's International Registration Plan (IRP) or CMV registration agency suspends or revokes and denies registration if the motor carrier responsible for safety of the vehicle is under any Federal OOS order and denies registration if the motor carrier possess an inactive or de-active USDOT number for motor carriers operating CMVs in commerce that have a Gross Vehicle Weight (GVW) of 26,001 pounds or more. Further information regarding full participation in PRISM can be found in the MCP Section 4.3.1.

PRISM, Operations and Maintenance (O&M) costs are eligible expenses subject to FMCSA approval. For Innovative Technology Deployment (ITD), if the State has an approved ITD Program Plan/Top-Level Design (PP/TLD) that includes a project that requires ongoing O&M, this is an eligible expense so long as other MCSAP requirements have been met. O&M expenses must be included and described both in this section and in the Financial Information Part per the method these costs are handled in the State's accounting system (e.g., contractual costs, other costs, etc.).

Safety Technology Compliance Status

Please verify the current level of compliance for your State in the table below using the drop-down menu. If the State plans to include O&M costs in this year's CVSP, please indicate that in the table below. Additionally, details must be in this section and in your Spending Plan.

Technology Program	Current Compliance Level	Include O & M Costs?
ITD	Core ITD Compliant	No
PRISM	Enhanced Participation	No

Available data sources:

- [FMCSA ITD website](#)
- [PRISM Data And Activity Safety Hub \(DASH\) website](#)

Enter the agency name responsible for ITD in the State: Department of Motor Vehicles

Enter the agency name responsible for PRISM in the State: Department of Motor Vehicles

Narrative Overview for FY 2021 - 2023

Problem Statement Narrative and Projected Goal: Describe activities your State plans to implement in order to maintain participation in PRISM at your current level (Full, Enhanced, Expanded) and ITD goals.

Vermont is currently at Enhanced Participation PRISM compliance.

Program Activities for FY 2021 - 2023: Describe any actions that will be taken to maintain full participation in PRISM and any ITD activities.

Performance Measurements and Monitoring: Describe all performance measures that will be used and include how the State will conduct ongoing monitoring of progress (e.g., including quarterly SF-PPR reporting).

Vermont DMV Commercial Vehicle Operations submits quarterly PRISM reports and will continue to do so.

Part 2 Section 7 - Public Education and Outreach

Please review the description of your State's public education and outreach activities, projected goals and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

A public education and outreach program is designed to provide information on a variety of traffic safety issues related to CMVs and non-CMV's that operate around large trucks and buses. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

Trend Analysis for 2015 - 2019

In the table below, provide the number of public education and outreach activities conducted in the past 5 years.

Public Education and Outreach Activities	2015	2016	2017	2018	2019
Carrier Safety Talks	2	16	16	22	6
CMV Safety Belt Education and Outreach	0	4	2	1	4
State Trucking Association Meetings	1	6	4	4	4
State-Sponsored Outreach Events	1	20	10	15	10
Local Educational Safety Events	1	13	7	16	9
Teen Safety Events	1	12	5	10	6

Narrative Overview for FY 2021 - 2023

Performance Objective: To increase the safety awareness of the motoring public, motor carriers and drivers through public education and outreach activities such as safety talks, safety demonstrations, etc.

Describe the type of activities the State plans to conduct, including but not limited to passenger transportation, hazardous materials transportation, and share the road safety initiatives. Include the number of personnel that will be participating in this effort.

Vermont DMV is aware that informed drivers and carriers will often result in safer drivers and safer carriers. DMV has several different opportunities to educate the trucking industry and the public. DMV took part in instructing at CSA Presentations throughout the state, and occasionally, in a bordering state. These presentations informed drivers and carriers on how CSA works and the impact safety violations have. Over the years these presentations allowed DMV to formulate a strong working group between the Vermont Truck and Bus Association, FMCSA VT and Project Roadsafe in conjunction with the Vermont Association of General Contractors. This working group has evolved past CSA presentations to now conducting several joint trainings in topics including load securement classroom with practical exercises, reasonable suspicion training, and hours of service classes. Other associations such as the Vermont Retail Lumber Builders Association, the Vermont Fuel Dealers Association, and the the Vermont Well Drillers Association have had attendees at these training opportunities and now sponsor their own trainings instructed by the same collaborated group. DMV also conducts Level V terminal inspections on passenger carrier CMVs, which is always a good chance to educate a driver or carrier on regulations. These terminal inspections are often the only opportunity DMV has to complete full inspections on these vehicles. DMV is regularly asked by different groups and associations to train or present at functions. In addition to the specialized trainings mentioned above, DMV normally gives some type of presentation or regulation update at the Vermont Truck and Bus Association meeting, the Vermont Fuel Dealers, and the Vermont Well Drillers Association meetings. DMV also presents to the general public about CMV safety, operating safely around CMVs, and the functions of the Commercial Vehicle Enforcement Unit. DMV will also take part in teen events to speak about safe driving and law enforcement. These events are usually teen summer camps, but also include events such as the American Legion Cadet program. DMV attends different County Road Foreman meetings. This allows municipalities to interact with Inspectors and learn about different rules and regulations. DMV has been presenting at Regional Highway Safety Forums around the state. These are arranged by the Vermont Highway Safety Plan Coordinator. This gives the audience an opportunity to ask questions and to see how

the CVSP fits into the Vermont State Highway Safety Plan. Vermont is a small state, and DMV is typically asked to attend/present at the same events every year, so projections will be fairly level from year to year.

UPDATE: DMV advocates safe driving in and around work zones. DMV completes outreach events on various topics to different industry groups which often includes driver behavior. These training will augment the activities of Vermont's Office of Highway Safety work zone safety activities. DMV will work in conjunction with the Office of Highway Safety at every opportunity to jointly push the message to all drivers.

Projected Goals for FY 2021 - 2023

In the table below, indicate if the State intends to conduct the listed program activities, and the estimated number, based on the descriptions in the narrative above.

			Performance Goals		
Yes	No	Activity Type	FY 2021	FY 2022	FY 2023
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	8	8	8
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	2	2	2
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	1	1	1
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	2	2	2
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	1	1	1
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	2	2	2

Performance Measurements and Monitoring: Describe all performance measures and how the State will conduct monitoring of progress. States must report the quantity, duration and number of attendees in their quarterly SF-PPR reports.

Vermont DMV will continue to take part in instructing at carrier/industry presentations. DMV participates in all activity types listed above. These presentations include state/federal rules and regulations, ELDs, human trafficking, cargo securement, and other MCSAP related topics. DMV makes it a priority to be available to present at organizational meetings where a large target audience is present. This type of contact ensures a good relationship between DMV and Vermont based carriers. DMV will report quarterly on all related events.

1. Complete four presentations noted in the Public Education and Outreach Activities table above per quarter. **UPDATE:**

These activities will specifically include work zone safety concerns tailored to the audience.

Part 2 Section 8 - State Safety Data Quality (SSDQ)

Please review your State's SSDQ compliance levels and Narrative Overview and identify if changes are needed for the upcoming fiscal year. You must select 'yes' to make changes.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

MCSAP lead agencies are allowed to use MCSAP funds for Operations and Maintenance (O&M) costs associated with State Safety Data Quality (SSDQ) requirements to ensure the State meets accuracy, completeness and timeliness measures regarding motor carrier safety data and participates in the national data correction system (DataQs).

SSDQ Compliance Status

Please verify the current level of compliance for your State in the table below using the drop-down menu. If the State plans to include O&M costs in this year's CVSP, select Yes. These expenses must be included in the Spending Plan section per the method these costs are handled in the State's accounting system (e.g., contractual costs, other costs, etc.).

Data Quality Program	Current Compliance Level	Include O & M Costs?
SSDQ Performance	Fair	No

Available data sources:

- [FMCSA SSDQ website](#)
- [FMCSA DataQs website](#)

Enter the agency name responsible for Data Quality: Vermont DMV

Enter the agency or agencies name responsible for DataQs: Vermont DMV

Enter the agency name responsible for the Crash Data Repository: Vermont AOT

In the table below, use the drop-down menus to indicate the State's current rating within each of the State Safety Data Quality categories, and the State's goal for FY 2021 - 2023.

SSDQ Measure	Current SSDQ Rating	Goal for FY 2021	Goal for FY 2022	Goal for FY 2023
Crash Record Completeness	Good	Good	Good	Good
Crash VIN Accuracy	Good	Good	Good	Good
Fatal Crash Completeness	Good	Good	Good	Good
Crash Timeliness	Fair	Good	Good	Good
Crash Accuracy	Fair	Good	Good	Good
Crash Consistency	No Flag	No Flag	No Flag	No Flag
Inspection Record Completeness	Good	Good	Good	Good
Inspection VIN Accuracy	Good	Good	Good	Good
Inspection Timeliness	Good	Good	Good	Good
Inspection Accuracy	Good	Good	Good	Good

Enter the date of the A & I Online data snapshot used for the "Current SSDQ Rating" column.

Data current of 6/24/22.

Narrative Overview for FY 2021 - 2023

Problem Statement Narrative: Describe any issues encountered for all SSDQ measures not rated as "Good/Green" in the Current SSDQ Rating category column above (i.e., problems encountered, obstacles overcome, lessons learned, etc.).

DMV and Vermont's FARS Analyst continue to work with Law Enforcement on the importance of accurate and timely crash reporting of all crashes. Crash reporting is emphasized during the law enforcement basic training and during a more advanced CMV Awareness & Enforcement Class. It is difficult when you have to rely on other police agencies that don't necessarily understand the importance of timely and accurate crash reporting.

Crash Accuracy:

Vermont had several crash records that were not matched between MCMIS and FARS. Vermont is reconciling all non matching records which should help correct this measure. DMV will monitor this measure and correct mismatched crash records in a timely manner. Vermont's ratings have fluctuated throughout the COVID-19 pandemic due to state and local governments shutting down their offices. In many cases timely information needed for corrections was not obtainable as DMV staff and uploading agency administrative staff were not in the office for an extended period of time.

We continue to struggle with safetynet. We have fixed several of these reports various times and they continue to show up as mismatched crashes.

UPDATE: With the ongoing shortage of certified police officers throughout the country and the State of Vermont, DMV has recently been approached by the Vermont State Police and requested to begin covering all CMV crashes as the primary investigating agency, in addition to post-crash inspection responsibilities. The proposal is new, and a final agreement has yet to be reached by the submission deadline of this document. If implemented, this change could help drastically improve Vermont's crash data quality if DMV Inspectors are both the primary investigating agency and the MCSAP inspector for reportable crashes. This transition would also make data correction far easier as any modifications would be within the agency. This new protocol would only impact crashes previously covered by the Vermont State Police, not the numerous other municipal and county police agencies.

Program Activities FY 2021 - 2023: Describe activities that will be taken to achieve or maintain a "Good/Green" rating in all measures including the overall SSDQ rating. Also, describe how your State provides resources to conduct DataQs operations within your State, and describe how elevated/appeals requests are handled.

Now that they are back in the office, DMV staff will continue to frequently monitor reports entered into WebCrash (electronic crash repository) to determine if they are properly classified as recordable (disabling damage, injury, fatality). Once determined to be recordable, they are uploaded to SafetyNet. Crashes that DMV Inspectors respond to, there is a significant crash report that can be matched to the WebCrash report. If DMV doesn't respond, and the officer doesn't immediately enter the crash into WebCrash, it significantly compromises Vermont's opportunity to achieve green crash measures. This is why DMV staff and Vermont's FARS Analyst travel around to the Vermont Police Academy and various police departments teaching the importance of accurate and timely crash reporting.

DMV will try to have officers make corrections prior to the safetynet uploads.

UPDATE: DMV has one Commercial Vehicle Enforcement Supervisor (Lieutenant) that monitors and responds to DataQ inquiries. After this first level attempt at reconciliation, the next step in the process is to bring the DataQ dispute to the Commercial Vehicle Enforcement Captain for further review. If the DataQ is still not resolved, the DMV team will review the DataQ with the FMCSA Vermont Division. After input from FMCSA Division, the Commercial Vehicle Enforcement Captain will render a final decision. This level of intervention rarely occurs. Most all DataQ inquiries are settled at the lowest level.

UPDATE: Currently data quality efforts are spread across a few positions and are completed fairly regularly as allowed. Uploads are generally completed without many issues, but the mismatched crashes and data quality errors is where DMV personnel struggle to find availability to go back and make further changes. DMV also runs into problems of having the same crashes appear in consecutive reports even after changes are made. Recognizing this continuing issue, DMV has reclassified a position within the Enforcement & Safety Division which will have a primary focus on State Safety Data Quality. This position starts the end of October and should have an immediate affect on Data Quality.

Performance Measurements and Monitoring: Describe all performance measures that will be used to monitor data quality and DataQs performance and include how the State will conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.

1. DMV will match Inspector Significant Crash Reports to WebCrash entries to ensure there is a match.
2. DMV will review, at least bi-weekly, crash records entered into WebCrash. FMCSA recordable crashes will be uploaded.
3. DMV will monitor all other green measures on a monthly basis.
4. DMV/Vermont's FARS Analyst will present at every law enforcement basic training class on the importance of accurate and timely crash records (including how to identify the proper carrier information, etc.).
5. DMV will work with FMCSA to make permanent fixes to mismatched crash records.

The biggest issue we seem to have is getting changes in Safetynet to permanently change the crash record. Changes are made to correct errors, and then Safetynet still identifies an error; even if we change it to nonreportable. We will work with FMCSA to establish any issues in getting permanent changes to the record. Additions have been made to the problem statement, program activity and performance measurements.

Part 2 Section 9 - New Entrant Safety Audits

Please review the agency responsible for conducting New Entrant activities and the description of your State's strategies, activities and monitoring. You must complete the safety audit data questions for the current year. You must select "yes" to make changes.

- ☒ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

States must conduct interstate New Entrant safety audits in order to participate in the MCSAP ([49 CFR 350.207](#).) A State may conduct intrastate New Entrant safety audits at the State's discretion if the intrastate safety audits do not negatively impact their interstate new entrant program. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

For the purpose of this section:

- **Onsite safety audits** are conducted at the carrier's principal place of business.
- **Offsite safety audit** is a desktop review of a single New Entrant motor carrier's basic safety management controls and can be conducted from any location other than a motor carrier's place of business. Offsite audits are conducted by States that have completed the FMCSA New Entrant training for offsite audits.
- **Group audits** are neither an onsite nor offsite audit. Group audits are conducted on multiple carriers at an alternative location (i.e., hotel, border inspection station, State office, etc.).

Note: A State or a third party may conduct New Entrant safety audits. If a State authorizes a third party to conduct safety audits on its behalf, the State must verify the quality of the work conducted and remains solely responsible for the management and oversight of the New Entrant activities.

Yes	No	Question
<input checked="" type="radio"/>	<input type="radio"/>	Does your State conduct Offsite safety audits in the New Entrant Web System (NEWS)? NEWS is the online system that carriers selected for an Offsite Safety Audit use to submit requested documents to FMCSA. Safety Auditors use this same system to review documents and communicate with the carrier about the Offsite Safety Audit.
<input type="radio"/>	<input checked="" type="radio"/>	Does your State conduct Group safety audits at non principal place of business locations?
<input type="radio"/>	<input checked="" type="radio"/>	Does your State intend to conduct intrastate safety audits and claim the expenses for reimbursement, state match, and/or Maintenance of Effort on the MCSAP Grant?

Trend Analysis for 2015 - 2019

In the table below, provide the number of New Entrant safety audits conducted in the past 5 years.

New Entrant Safety Audits	2015	2016	2017	2018	2019
Interstate	115	108	124	137	212
Intrastate	0	0	0	0	0
Total Audits	115	108	124	137	212

Note: Intrastate safety audits will not be reflected in any FMCSA data systems—totals must be derived from State data sources.

Narrative Overview for FY 2021 - 2023

Enter the agency name conducting New Entrant activities, if other than the Lead MCSAP Agency: Vermont Department of Motor Vehicles

Please complete the information below by entering data from the NEWS Dashboard regarding Safety Audits in your State. Data Source: [New Entrant website](#)

Date information retrieved from NEWS Dashboard to complete eCVSP	10/18/2022
Total Number of New Entrant Carriers in NEWS (Unassigned and Assigned)	325
Current Number of Past Dues	18

Program Goal: Reduce the number and severity of crashes, injuries, and fatalities involving commercial motor vehicles by reviewing interstate new entrant carriers. At the State's discretion, intrastate motor carriers are reviewed to ensure they have effective safety management programs.

Program Objective: Meet the statutory time limit for processing and completing interstate safety audits of 120 days for Motor Carriers of Passengers and 12 months for all other Motor Carriers.

Projected Goals for FY 2021 - 2023

Summarize projected New Entrant safety audit activities in the table below.

Projected Goals for FY 2021 - 2023 - New Entrant Safety Audits						
	FY 2021		FY 2022		FY 2023	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
# of Safety Audits (Onsite)	40	0	40	0	40	0
# of Safety Audits (Offsite)	240	0	240	0	240	0
# Group Audits	0	0	0	0	0	0
TOTAL Safety Audits	280	0	280	0	280	0
# of Non-Audit Resolutions	144	0	144	0	144	0

Strategies: Describe the strategies that will be utilized to meet the program objective above. Provide any challenges or impediments foreseen that may prevent successful completion of the objective.

Vermont's New Entrant Safety Program is monitored by a supervisor that checks individual assignments in NEWS, to ensure assignments are being completed within the time stated in objective. This supervisor will work the FMCSA Vermont Division to ensure that the audits are complete. The supervisor will work with the auditors to ensure that they are following established time tables. As part of assisting FMCSA with Quebec assignments, Vermont takes assignments that might be close to due date/past due. Vermont has one full-time Inspector and two part-time auditors conducting New Entrant Audits. The one full-time Inspector conduct audits on a part-time basis as part of their duties. Unforeseen events (ie crashes, training, etc) sometimes limit the amount of time this Inspector has to conduct audits. The supervisor will oversee the program is an effort to minimize the amount of past due audits completed.

UPDATE: DMV will continue to schedule on-site safety audits as they appear in NEWS as on-site required, and off-site audits that become off-site ineligible will be converted to on-site audits. Although NEWS currently shows 18 past due safety audits, 8 of those have been completed and uploaded and are waiting for approval. In addition, Vermont will be sending one more person to NESA Training to be certified to complete safety audits.

Activity Plan for FY 2021 - 2023: Include a description of the activities proposed to help achieve the objectives. If group audits are planned, include an estimate of the number of group audits.

280 - Anticipated number of New Entrant Safety Audits to be conducted Annually FFY2021-FFY2023.(10% to be conducted at the carrier's principal place of business, 10% at a border location for the Quebec-based carriers, 80% conducted offsite). These numbers are anticipating being able to return to normal operations, at some point, in regards to the COVID-19 on-site restrictions.

144 - Anticipated number of non-audit resolutions (inactivation, non-responsive, convert to intrastate, etc) to be conducted annually FFY2021-FFY2023.

Performance Measurement Plan: Describe how you will measure progress toward meeting the objective, such as quantifiable and measurable outputs (staffing, work hours, carrier contacts, inspections, etc.). The measure must include specific benchmarks to be reported on in the quarterly progress report, or as annual outputs.

Vermont's New Entrant Safety Audit program is monitored by a supervisor that is cross trained and knowledgeable in New Entrant Safety Audits. The supervisor checks individual assignments in NEWS, to ensure assignments are being completed within the time stated in the objective. The supervisor will work with the FMCSA Vermont Division to ensure that the audits are complete and accurate. The supervisor will contact the auditors on a quarterly basis to monitor progress in meeting stated goals. Quarterly reports will be completed and forwarded to FMCSA as required; reflecting the progress toward completing the stated objectives. DMV will report on, and measure success, the following way:

Measurement #1: Number of safety audits completed.

Measurement #2: Number of safety audits completed and uploaded within 12 months for property carriers and 120 days for passenger carriers.

Measurement #3: Number of safety audits completed and uploaded beyond 12 months for property carriers and 120 days for passenger carriers.

UPDATE: Measurement #4: Another person trained to complete NESA.

DMV will make every effort to complete safety audits in a cost effective manner.

Part 2 Section 10 - Border Enforcement

Please review the agency responsible for conducting Border Enforcement activities and your State's objectives, goals, strategies, activities and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

States sharing a land border with another country will conduct a border commercial motor vehicle safety program focusing on international commerce, including enforcement and related projects ([49 CFR 350.201](#)). If a State sharing a land border with another country declines to engage in border related activities, it will forfeit all border enforcement funds the State is eligible to receive.

Trend Analysis for 2015 - 2019

In the table below, provide the number of inspections conducted in the past 5 years.

The Trend Analysis area is only open for editing during Year 1 of a 3-year plan.

Inspection Types	2017	2018	2019	2020	2021
Level 1: Full	169	334	147	179	241
Level 2: Walk-Around	516	435	245	270	255
Level 3: Driver-Only	420	224	279	346	356
Level 4: Special Inspections	0	4	0	0	0
Level 5: Vehicle-Only	0	0	0	0	0
Level 6: Radioactive Materials	0	1	3	1	1
Total	1105	998	674	796	853

Narrative Overview for FY 2021 - 2023

☐ The State chooses not to engage in border enforcement activities in FY 2021 - 2023. If this box is checked, no additional narrative is necessary in this section.

Enter the Agency name conducting Border Enforcement activities if other than the Lead Agency: Vermont Department of Motor Vehicles

Program Objectives: In addition to the primary goal of the program as stated below, a State must identify at least one of the following priority objectives as a focus within their border enforcement program to be considered for participating within this focus area.

Program Goal: Border States should conduct a border CMV safety program. The focus is on international commerce that includes enforcement and related projects, to ensure motor carriers and drivers operating CMVs (primarily those entering the United States from a foreign country) are in compliance with U.S. CMV safety standards and regulations, financial responsibility regulations, and registration requirements. It also ensures drivers of those vehicles are qualified and properly licensed to operate a CMV in the U.S.

Check all objectives that apply (minimum of 1):

☒ **Objective 1: International Motorcoach Inspections** - Facilitate the conducting of inspections of motorcoaches engaged in international commerce at bus stations, terminals, border crossings, maintenance facilities, destination locations, or other locations where a motor carrier may make a planned stop (excluding a weigh station). FMCSA encourages States to examine their previous years of data on international motorcoach activity and use that data

to establish reasonable goals that will result in an appropriate level of motorcoach-focused activities. States must justify the goals set and provide the data or data source references.

☐ **Objective 2: High Crash Corridor Enforcement Focused on International Commerce** - Conduct international commerce CMV enforcement activities (inspections and traffic enforcement) within corridors where the data indicate that there are a high number of crashes involving vehicles engaged in international commerce.

☐ **Objective 3: International Commerce CMV Inspections at Remote Border Sites Away from Border Crossings** - Conduct international commerce CMV safety inspections at identified sites where known international commerce activity occurs near the Canadian and Mexican borders but where there is no official border crossing facility. Site(s) must be identified in the narrative below and describe how far these locations are from the nearest official border crossing facility, if any.

Projected Goals for FY 2021 - 2023

Summarize projected border enforcement activities in the table below.

Note: An inspection is counted as international commerce regardless of whether the transportation originated within the United States (US) or outside the US. All non-international commerce inspections conducted should be included in the Driver Vehicle Inspections section of the eCVSP, and not be indicated in BEG inspections on the inspection report which is uploaded into ASPEN.

Projected Goals for FY 2021 - 2023 - Border Enforcement			
	FY 2021	FY 2022	FY 2023
Number of International Commerce Regular CMV	415	415	415
Number of International Commerce HM	15	15	15
Number of International Commerce Passenger	70	70	70
Total International Commerce Inspections	500	500	500
Number of Fixed Facility International Inspections	440	440	440
Number of Non-Fixed Facility International Inspections	0	0	0
Traffic Enforcement	60	60	60
Strike Force Activities (CMVs)	0	0	0
Strike Force Activities (Passenger CMVs)	0	0	0

Strategies: Include a description of the strategies that will be utilized to meet the program objective(s) above. The applicant must include any challenges or impediments foreseen.

The Vermont Department of Motor Vehicles will continue to work towards reducing the number of commercial motor vehicle crashes in the United States by ensuring that commercial motor vehicles involved in foreign commerce between the United States and Canada comply with the necessary Federal Motor Carrier Safety Regulations and the Hazardous Materials Regulations. Vermont DMV will also enforce FMCSRs related to Operating Authority and Financial Responsibility requirements. Inspectors will determine if the driver is properly licensed for the type of vehicle being operated. DMV will inspect and place out-of-service any vehicle or driver found to be operating in a condition that meets the requirements contained within the North American Standard Out-of-Service Criteria.

Vermont DMV will use Border Enforcement inspections to assist in our mission of reducing crashes and removing unsafe commercial motor vehicles and drivers from our highways. This will be accomplished by increasing the number of details targeting cross border traffic throughout the State of Vermont (a northern border state), and at Vermont's Ports of Entry.

Vermont has set a goal of completing 500 border enforcement inspections per FFY which will also include 60 traffic enforcement inspections. DMV has a goal of at least 70% of these inspections be completed on vehicles traveling in foreign commerce.

Inspectors will complete the "Border Enforcement Funded" field on the inspection report, and whether the vehicle was involved in foreign or domestic transportation. The completed inspection will then be uploaded. The Border Enforcement inspections will be monitored on a monthly basis and activities will be adjusted as necessary to meet the objectives.

Vermont receives a significant volume of international commercial vehicle traffic through its five commercial Ports of Entry along the Canadian Border. Overseas shipments, which arrive at the Ports of Montreal and Halifax, are transported by truck to various destinations within the U.S.; these shipments make up a large percentage of the commercial vehicle traffic passing through the State of Vermont.

Complainants to Vermont law enforcement officials from the motoring public about the erratic or unsafe operation of commercial motor vehicles on the Interstate Highway system are very often focused on Canadian motor carriers. Additionally, intelligence continues to indicate that Vermont is a likely corridor for smuggling operations and for potential terrorist elements traveling between key metropolitan areas such as Montreal, Boston and New York.

Historically, Canadian carrier cross border traffic averages 17-27% of all MCSAP inspections completed by Inspectors in a given year. DMV schedules details with US Customs and Border Protection personnel at the Ports of Entry by utilizing MCSAP funds. Primarily enforcement occurs at the two busiest Vermont commercial ports of Highgate Springs and Derby Line, which combined, handle nearly 85% of Vermont's inbound cross-border CMV traffic.

This close working relationship with the ports has resulted in USCBP personnel and state CVE Inspectors serving as "extra eyes and ears" for each other and has proven to be beneficial for both the state CVE Inspectors and the federal port personnel. Continued participation in the Border Enforcement Program will help ensure continuation of this strong presence at the Ports of Entry, which may be a deterrent for commercial drivers contemplating entry to the U.S. with ill intentions or while operating in violation of FMCSA regulatory requirements. Port personnel have also gained a familiarity with the regulations state CVE Inspectors enforce and have been instrumental in contacting CVE Inspectors when they believe they have detected a violation. In November 2007 DMV was approached by U.S. Immigration and Customs Enforcement agents (ICE) about inspecting outbound international CMV traffic. Due to the talks DMV has conducted several outbound details from FFY08-FFY19. DMV and ICE/CBP are continuing to conduct joint details to check outbound CMV traffic within close proximity of the border and evaluate its effectiveness to enhance both agencies current operational missions. DMV continues to conduct joint TSA Visible Intermodal Protection and Response (VIPR) details with U.S. Air Marshal's focusing on international northern border traffic.

Vermont DMV recognized the need for an active motor coach / passenger vehicle program in light of the safety issues that are being observed around the country. Vermont DMV developed an inspection process for checking motor coaches crossing at Vermont's international border crossings with the Province of Quebec. Motor coaches must stop at US CBP Ports of entry to screen passengers which provides Vermont DMV motor coach Inspectors ample time to conduct a safety inspection of the motor coach / driver prior to its continued journey through Vermont. Vermont DMV has acquired a set of motor coach ramps. The set has been split into two separate sets and are stored / transported in enclosed trailers. These ramps are used at the port of entries and at tourist destinations throughout the state.

Vermont DMV is committed to commercial vehicle safety and the safety of vehicles that operate around commercial vehicles. One way to improve highway safety is to make sure the commercial vehicles using the highways are operated safely by properly licensed drivers, and the commercial vehicles do not represent an imminent hazard. Potentially dangerous drivers and vehicles can be detected through roadside inspections. Unsafe drivers can also be detected through observation of driving behavior while inspectors are on patrol. Border Enforcement participation will allow DMV to complete more inspections and increase the likelihood of removing unsafe drivers and vehicles from the road. The more unsafe drivers and vehicles that are removed from the road will reduce the number of commercial vehicle crashes.

Activity Plan for FY 2021 - 2023: Describe the specific activities planned to reach border enforcement goals.

DMV will complete patrol and fixed site details where commercial vehicles involved in foreign commerce will be inspected. Border Enforcement participation also enables DMV to conduct some details during off peak hours when commercial vehicle drivers are less likely to expect to be inspected. DMV will attempt to complete 125 Border Enforcement inspections per quarter. Included in these inspections are 15 traffic enforcement inspections, 17 passenger carrier inspections and 4 hazardous materials inspections per quarter.

DMV will complete passenger carrier inspections as the vehicles enter the U.S. at port of entries on the U.S. - Canada Border while the passengers are being processed for entry into this country. Inspections will also be completed at any destination locations, post crash, or en route if a hazardous condition exists. DMV will complete 17 Border Enforcement passenger carrier inspections during each quarter. Completing inspections at the border will help ensure that unsafe vehicles and drivers are removed from the highway and that the passengers reach their destination safely.

Due to COVID-19 restrictions, cross border passenger carriers have been prohibited from operating in international commerce. **UPDATE: As of the writing of this report, the restriction was recently lifted however the traffic has been slow to resume to pre-pandemic levels.**

Performance Measurement Plan: Describe how you will measure progress toward the performance objective goal, to include quantifiable and measurable outputs (work hours, carrier contacts, inspections, etc.) and in terms of performance outcomes. The measure must include specific benchmarks that can be reported on in the quarterly progress report, or as annual outcomes.

DMV will measure progress by using FMCSA reports to verify that quarterly objections in the activity plan were completed during each quarter. This will be monitored by a DMV Lieutenant on a monthly basis to reach these quarterly and overall goals.

UPDATE: The FMCSA A&I activity dashboard no longer provides a breakdown of inspection levels and violations, including traffic enforcement. Therefore, these will no longer be reported on as outlined in the year one eCVSP.

Part 3 - National Emphasis Areas and State Specific Objectives

FMCSA establishes annual national priorities (emphasis areas) based on emerging or continuing issues, and will evaluate CVSPs in consideration of these national priorities. Part 3 allows States to address the national emphasis areas/priorities outlined in the Notice of Funding Opportunity (NOFO) and any State-specific objectives as necessary. Specific goals and activities must be projected for the three fiscal year period (FYs 2021 - 2023).

Part 3 Section 1 - Enforcement of Federal OOS Orders during Roadside Activities

Please review your State's Federal OOS catch rate during roadside enforcement activities, projected goals, program activities and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

Instructions:

FMCSA has established an Out-of-Service (OOS) catch rate of 85 percent for carriers operating while under an Imminent Hazard (IH) or UNSAT/UNFIT OOS order. In this part, States will indicate their catch rate is at least 85 percent by using the check box or completing the problem statement portion below.

Check this box if:

- ☒ As evidenced by the data provided by FMCSA, the State identifies at least 85 percent of carriers operating under a Federal IH or UNSAT/UNFIT OOS order during roadside enforcement activities and will not establish a specific reduction goal. However, the State will maintain effective enforcement of Federal OOS orders during roadside inspections and traffic enforcement activities.

Part 3 Section 2 - Passenger Carrier Enforcement

Please review your State's passenger carrier transportation goals, problem statement narrative, program activities and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

Instructions:

FMCSA requests that States conduct enhanced investigations for motor carriers of passengers and other high risk carriers. Additionally, States are asked to allocate resources to participate in the enhanced investigations training being offered by FMCSA. Finally, States are asked to continue partnering with FMCSA in conducting enhanced investigations and inspections at carrier locations.

Check this box if:

☒ As evidenced by the trend analysis data, the State has not identified a significant passenger transportation safety problem. Therefore, the State will not establish a specific passenger transportation goal in the current fiscal year. However, the State will continue to enforce the Federal Motor Carrier Safety Regulations (FMCSRs) pertaining to passenger transportation by CMVs in a manner consistent with the [MCSAP Comprehensive Policy](#) as described either below or in the roadside inspection section.

Part 3 Section 3 - State Specific Objectives – Past

No updates are required for this section.

Instructions:

Describe any State-specific CMV problems that were addressed with FY 2020 MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc. Report below on year-to-date progress on each State-specific objective identified in the FY 2020 CVSP.

Progress Report on State Specific Objectives(s) from the FY 2020 CVSP

Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2020 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.

Part 3 Section 4 - State Specific Objectives – Future

Please review your State specific objectives and narrative overview. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ **Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.**
- ☐ **No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.**

Instructions:

The State may include additional objectives from the national priorities or emphasis areas identified in the MCSAP CVSP Planning Memorandum as applicable. In addition, the State may include any State-specific CMV problems identified in the State that will be addressed with MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc.

Describe any State-specific objective(s) identified for FY 2021 - 2023. Click on "Add New Activity" to enter information on each State-specific objective. This is an optional section and only required if a State has identified a specific State problem planned to be addressed with grant funding.

Part 4 - Financial Information

Part 4 Section 1 - Overview

The Spending Plan is an explanation of each budget component, and should support the cost estimates for the proposed work. The Spending Plan should focus on how each item will achieve the proposed project goals and objectives, and explain how costs are calculated. The Spending Plan must be clear, specific, detailed, and mathematically correct. Sources for assistance in developing the Spending Plan include [2 CFR part 200](#), [2 CFR part 1201](#), [49 CFR part 350](#) and the [MCSAP Comprehensive Policy](#).

Before any cost is billed to or recovered from a Federal award, it must be allowable ([2 CFR §200.403](#), [2 CFR §200 Subpart E – Cost Principles](#)), reasonable and necessary ([2 CFR §200.403](#) and [2 CFR §200.404](#)), and allocable ([2 CFR §200.405](#)).

- **Allowable** costs are permissible under the OMB Uniform Guidance, DOT and FMCSA regulations and directives, MCSAP policy, and all other relevant legal and regulatory authority.
- **Reasonable and Necessary** costs are those which a prudent person would deem to be judicious under the circumstances.
- **Allocable** costs are those that are charged to a funding source (e.g., a Federal award) based upon the benefit received by the funding source. Benefit received must be tangible and measurable.
 - For example, a Federal project that uses 5,000 square feet of a rented 20,000 square foot facility may charge 25 percent of the total rental cost.

Instructions

The Spending Plan should include costs for FY 2023 only. This applies to States completing a multi-year CVSP or an Annual Update to their multi-year CVSP.

The Spending Plan data tables are displayed by budget category (Personnel, Fringe Benefits, Travel, Equipment, Supplies, Contractual and Subaward, and Other Costs). You may add additional lines to each table, as necessary. Please include clear, concise explanations in the narrative boxes regarding the reason for each cost, how costs are calculated, why they are necessary, and specific information on how prorated costs were determined.

The following definitions describe Spending Plan terminology.

- **Federal Share** means the portion of the total project costs paid by Federal funds. The budget category tables use 95 percent in the federal share calculation.
- **State Share** means the portion of the total project costs paid by State funds. The budget category tables use 5 percent in the state share calculation. A State is only required to contribute 5 percent of the total project costs of all budget categories combined as State share. A State is NOT required to include a 5 percent State share for each line item in a budget category. The State has the flexibility to select the budget categories and line items where State match will be shown.
- **Total Project Costs** means total allowable costs incurred under a Federal award and all required cost sharing (sum of the Federal share plus State share), including third party contributions.
- **Maintenance of Effort (MOE)** means the level of effort Lead State Agencies are required to maintain each fiscal year in accordance with [49 CFR § 350.301](#). The State has the flexibility to select the budget categories and line items where MOE will be shown. Additional information regarding MOE can be found in the MCSAP Comprehensive Policy (MCP) in section 3.6.

On Screen Messages

The system performs a number of edit checks on Spending Plan data inputs to ensure calculations are correct, and values are as expected. When anomalies are detected, alerts will be displayed on screen.

- Calculation of Federal and State Shares

Total Project Costs are determined for each line based upon user-entered data and a specific budget category formula. Federal and State shares are then calculated by the system based upon the Total Project Costs and are added to each line item.

The system calculates a 95 percent Federal share and 5 percent State share automatically and populates these

values in each line. Federal share is the product of Total Project Costs x 95 percent. State share equals Total Project Costs minus Federal share. It is important to note, if Total Project Costs are updated based upon user edits to the input values, the share values will not be recalculated by the system and should be reviewed and updated by users as necessary.

States may edit the system-calculated Federal and State share values at any time to reflect actual allocation for any line item. For example, States may allocate a different percentage to Federal and State shares. States must ensure that the sum of the Federal and State shares equals the Total Project Costs for each line before proceeding to the next budget category.

An error is shown on line items where Total Project Costs does not equal the sum of the Federal and State shares. Errors must be resolved before the system will allow users to 'save' or 'add' new line items.

Territories must ensure that Total Project Costs equal Federal share for each line in order to proceed.

- **MOE Expenditures**

States may enter MOE on individual line items in the Spending Plan tables. The Personnel, Fringe Benefits, Equipment, Supplies, and Other Costs budget activity areas include edit checks on each line item preventing MOE costs from exceeding allowable amounts.

- If "Percentage of Time on MCSAP grant" equals 100%, then MOE must equal \$0.00.
- If "Percentage of Time on MCSAP grant" equals 0%, then MOE may equal up to Total Project Costs as expected at 100%.
- If "Percentage of Time on MCSAP grant" > 0% AND < 100%, then the MOE maximum value cannot exceed "100% Total Project Costs" minus "system-calculated Total Project Costs".

An error is shown on line items where MOE expenditures are too high. Errors must be resolved before the system will allow users to 'save' or 'add' new line items.

The Travel and Contractual budget activity areas do not include edit checks for MOE costs on each line item. States should review all entries to ensure costs reflect estimated expenditures.

- **Financial Summary**

The Financial Summary is a summary of all budget categories. The system provides warnings to the States on this page if the projected State Spending Plan totals are outside FMCSA's estimated funding amounts. States should review any warning messages that appear on this page and address them prior to submitting the eCVSP for FMCSA review.

The system will confirm that:

- Overtime value does not exceed 15% of the MCSAP Award Amount.
- Planned MOE Costs equal or exceed the MOE Baseline amount.
- States' planned Federal and State share totals are each within \$5 of FMCSA's Federal and State share estimated amounts.
- Territories' planned Total Project Costs are within \$5 of the Federal share.

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$2,042,415.00	\$107,496.00	\$2,149,911.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$322,487.00
MOE Baseline:	\$0.00

Part 4 Section 2 - Personnel

Personnel costs are salaries for employees working directly on a project.

Note: Do not include any personally identifiable information (PII) in the CVSP. The final CVSP approved by FMCSA is required to be posted to a public FMCSA website.

Salary and Overtime project costs must be separated when reporting to FMCSA, regardless of the Lead MCSAP Agency or Subrecipient pay structure.

List grant-funded staff who will complete the tasks discussed in the narrative descriptive sections of the CVSP. Positions may be listed by title or function. It is not necessary to list all individual personnel separately by line. The State may use average or actual salary and wages by personnel category (e.g., Trooper, Civilian Inspector, Admin Support, etc.). Additional lines may be added as necessary to capture all your personnel costs.

The percent of each person's time must be allocated to this project based on the amount of time/effort applied to the project. For budgeting purposes, historical data is an acceptable basis.

Note: Reimbursement requests must be based upon documented time and effort reports. Those same time and effort reports may be used to estimate salary expenses for a future period. For example, a MCSAP officer's time and effort reports for the previous year show that he/she spent 35 percent of his/her time on approved grant activities. Consequently, it is reasonable to budget 35 percent of the officer's salary to this project. For more information on this item see [2 CFR §200.430](#).

In the salary column, enter the salary for each position.

Total Project Costs equal the Number of Staff x Percentage of Time on MCSAP grant x Salary for both Personnel and Overtime (OT).

If OT will be charged to the grant, only OT amounts for the Lead MCSAP Agency should be included in the table below. If the OT amount requested is greater than the 15 percent limitation in the MCSAP Comprehensive Policy (MCP), then justification must be provided in the CVSP for review and approval by FMCSA headquarters.

Activities conducted on OT by subrecipients under subawards from the Lead MCSAP Agency must comply with the 15 percent limitation as provided in the MCP. Any deviation from the 15 percent limitation must be approved by the Lead MCSAP Agency for the subrecipients.

Summary of MCSAP Funding Limitations

Allowable amount for Lead MCSAP Agency Overtime without written justification (15% of MCSAP Award Amount):	\$322,487.00
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Overtime Costs budgeted must be equal to or less than the 15 percent of the MCSAP Award (plus \$5 allowed.) Please include a justification to exceed the limit in the Personnel section.

Personnel: Salary and Overtime Project Costs							
Salary Project Costs							
Position(s)	# of Staff	% of Time on MCSAP Grant	Salary	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
New Entrant Safety Auditors	2	100.0000	\$21,075.60	\$42,151.20	\$40,043.64	\$2,107.56	\$0.00
Captain	1	5.0000	\$95,680.00	\$4,784.00	\$4,544.80	\$239.20	\$0.00
Lieutenant	3	30.0000	\$74,256.00	\$66,830.40	\$63,488.88	\$3,341.52	\$0.00
Inspector	16	30.0000	\$63,627.20	\$305,410.56	\$290,140.03	\$15,270.53	\$0.00
Civilian Compliance Review Inspector	1	100.0000	\$72,727.20	\$72,727.20	\$69,090.84	\$3,636.36	\$0.00
BIL funded Inspectors	3	60.0000	\$63,627.20	\$114,528.96	\$108,802.51	\$5,726.45	\$0.00
Potential Level III positions	3	12.0000	\$63,627.20	\$22,905.79	\$21,760.50	\$1,145.29	\$0.00
Subtotal: Salary				\$629,338.11	\$597,871.20	\$31,466.91	\$0.00
Overtime Project Costs							
Overtime	19	14.0000	\$103,417.60	\$275,090.81	\$261,336.27	\$13,754.54	\$0.00
BIL funded Overtime	3	14.0000	\$95,451.20	\$40,089.50	\$38,085.03	\$2,004.47	\$0.00
Civilian Compliance Review Inspector	1	14.0000	\$109,116.80	\$15,276.35	\$14,512.53	\$763.82	\$0.00
BIL funded overtime-exceeds 15%	23	1.8000	\$103,417.60	\$42,814.88	\$40,674.14	\$2,140.74	\$0.00
potential Level III positions	3	3.0000	\$95,451.20	\$8,590.60	\$8,161.07	\$429.53	\$0.00
Subtotal: Overtime				\$381,862.14	\$362,769.04	\$19,093.10	\$0.00
TOTAL: Personnel				\$1,011,200.25	\$960,640.24	\$50,560.01	\$0.00
Accounting Method:	Cash						

Enter a detailed explanation of how the personnel costs were derived and allocated to the MCSAP project.

DMV has one Captain who spends about 6% of hours on MCSAP activities. (Total cost=\$4,784.00).

The Commercial Motor Vehicle Unit is divided into three sectors, with each sector having a supervising Lieutenant. Each Lieutenant spends about 30% of straight time hours on MCSAP activities. The average straight rate for the Lieutenants is \$35.70/hr.

3 Lieutenants (30% funded) - \$66,830.40

There are 16 sworn Inspectors with various rates of pay. Inspectors spend about 30% of straight time hours on MCSAP activities. The average straight time rate of pay for Inspectors is \$30.59/hr.

16 Inspectors (30% funded) - \$305,410.56

There is one full-time Civilian Compliance Review Inspector position. This position is 100% MCSAP funded. The straight time rate of pay for the person currently in this position is \$34.97/hr. (Total cost=\$72,727.20).

There are two part-time Civilian New Entrant Safety Auditors. These positions are 100% MCSAP funded. Because these employees are part-time, each auditor receives a straight time rate with no overtime and no fringe benefits. The auditor can work a maximum of 1,040 hours annually. The average straight time rate of pay for a New Entrant Safety Auditor is \$20.26/hr.

2 New Entrant Safety Auditors (100% funded) - \$41,152.20

In addition to straight time hours, a percentage of MCSAP activities have to be accomplished through the use of overtime. Overtime hours are used to extend fixed site detail hours usually on a weekly basis and also for special initiatives that happen on a yearly basis, for training, and for the response to after hours CMV crashes/incidents.

About 14% of MCSAP activities completed by Lieutenants and Inspectors are overtime hours. The Lieutenants and Inspectors overtime rate of pay is one and one half times the straight time rate. The average blended overtime rate is \$49.72/hr.

19 personnel X \$49.72/hr X 2080 hr/yr X 14% (Total cost=\$275,090.82)

These positions are all crucial to the successful operation and administration of the CVSP activities, such as fixed site details, traffic enforcement, and carrier investigations. The Captain is responsible for the administration and oversight of the grant. The supervising Lieutenants are responsible for monitoring Inspector activity. The Inspectors are responsible for completing the work in association with the stated goals. The Civilian Investigator is responsible for completing carrier investigations (compliance reviews). Vermont's new MOE is \$0.00.

DMV may certify 3 sworn law enforcement Inspectors that do not currently complete CMV enforcement activities. There is interest in obtaining Level III certifications for them so they can assist with traffic enforcement activities and additional fixed site detail inspections. The actual level of effort and outcome is unknown as this has never been done in Vermont. It is anticipated they will spend approximately 15% of their time completing activities, some of which will be on overtime.

3 Inspectors X \$30.59/hr X 2080 hr/yr X 12% = \$22,905.79

3 Inspectors X \$45.89/hr X 2080 hr/yr X 3% = \$8,590.61

Additional three BIL funded Inspector positions will be prorated with an anticipation of 60% MCSAP funded activities. The average rate of pay for these positions is \$30.59/hr for straight time salary and \$45.89/hr for overtime.

3 Inspectors (60% funded) = 3 Inspectors X \$30.59/hr X 2080 hr/yr X 60% = \$114,528.96

3 Inspectors at OT (13%) = 3 Inspectors X \$45.89/hr X 2080 hr/yr X 14% = \$40,089.50

DMV is also adding an overtime line for the Civilian Compliance Review Inspector to allow for extended investigation time or commercial vehicle inspection time at MCSAP fixed site truck inspection details. This position earns overtime at 1.5 times the hourly rate.

\$34.97 X 1.5 = \$52.46/hr overtime rate

\$52.46/hr X 2080 hr/yr X 14% = \$15,276.35

OVERTIME JUSTIFICATION:

Vermont is a small state with limited commercial vehicle enforcement funding and personnel. Completing some MCSAP activities on overtime is unavoidable. DMV is requesting to exceed the BIL funding limit of 15% overtime cap by around \$60,000.00 to allow for additional MCSAP activities, which could include inspections, safety audits, carrier investigations, or any special MCSAP enforcement activities not already included in this budget narrative. DMV also calls out off duty Inspectors for post-crash commercial vehicle inspections because DMV is not a 24 hour agency. In addition, scheduled fixed site details are over 8 hours to allow for travel time and reasonable inspection time. DMV may also become the primary investigative agency for all commercial vehicle crashes within Vermont State Police coverage area. This will increase call outs for off duty Inspectors for qualifying crashes. With the addition of 3 BIL funded Inspector positions, and the potential of certifying 3 additional Inspectors, weighs a little heavier on the overtime funding need. The current 15% overtime cap is \$322,349.00. Since the Inspector/Lieutenant overtime rate accounts for most of the unit personnel, that was the rate of pay used for this calculation.

23 personnel X \$49.72/hr X 37.5 hours = \$42,883.50

3 additional DMV sworn Inspectors to be Level III certified (3% overtime activities) = \$8,590.61

Total overtime request in excess of the 15% cap is \$59,513.14; which brings DMV's budget to just under 17.8%.

UPDATE: BIL funded Inspector is a full-time sworn law enforcement position identical to a CMV Inspector, which this agency has budgeted for, but is not legislatively authorized yet. These are additional positions which will be funded at a higher prorated percentage than the rest of the CVE Inspectors. This information was added as updates when the BIL funding amounts were released. Since the BIL funding was in addition to the original MCSAP funds, it was required to be separated out from the previous narrative and identified as BIL funded updates.

Part 4 Section 3 - Fringe Benefits

Fringe costs are benefits paid to employees, including the cost of employer's share of FICA, health insurance, worker's compensation, and paid leave. Only non-Federal grantees that use the **accrual basis** of accounting may have a separate line item for leave, and is entered as the projected leave expected to be accrued by the personnel listed within Part 4.2 – Personnel. Reference [2 CFR §200.431\(b\)](#).

Show the fringe benefit costs associated with the staff listed in the Personnel section. Fringe costs may be estimates, or based on a fringe benefit rate. If using an approved rate by the applicant's Federal cognizant agency for indirect costs, a copy of the indirect cost rate agreement must be provided in the "My Documents" section in eCVSP and through grants.gov. For more information on this item see [2 CFR §200.431](#).

Show how the fringe benefit amount is calculated (i.e., actual fringe rate, rate approved by HHS Statewide Cost Allocation or cognizant agency, or an aggregated rate). Include a description of the specific benefits that are charged to a project and the benefit percentage or total benefit cost.

Actual Fringe Rate: a fringe rate approved by your cognizant agency or a fixed rate applied uniformly to each position.

Aggregated Rate: a fringe rate based on actual costs and not a fixed rate (e.g. fringe costs may vary by employee position/classification).

Depending on the State, there are fixed employer taxes that are paid as a percentage of the salary, such as Social Security, Medicare, State Unemployment Tax, etc. For more information on this item see the [Fringe Benefits Job Aid below](#).

Fringe costs method: Actual Fringe Rate

Total Project Costs equal the Fringe Benefit Rate x Percentage of Time on MCSAP grant x Base Amount divided by 100.

Fringe Benefit Rate: The rate that has been approved by the State's cognizant agency for indirect costs; or a rate that has been calculated based on the aggregate rates and/or costs of the individual items that your agency classifies as fringe benefits.

Base Amount: The salary/wage costs within the proposed budget to which the fringe benefit rate will be applied.

Fringe Benefits Project Costs							
Position(s)	Fringe Benefit Rate	% of Time on MCSAP Grant	Base Amount	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Captain	99.8100	5.0000	\$79,859.43	\$3,985.38	\$3,786.11	\$199.27	\$0.00
Lieutenants	99.8100	30.0000	\$222,768.00	\$66,703.42	\$63,368.25	\$3,335.17	\$0.00
Civilian Compliance Review Inspector	99.8100	100.0000	\$72,727.20	\$72,589.01	\$68,959.56	\$3,629.45	\$0.00
Inspector	99.8100	30.0000	\$1,018,035.20	\$304,830.27	\$289,588.76	\$15,241.51	\$0.00
BIL funded Inspectors	99.8100	60.0000	\$190,881.60	\$114,311.35	\$108,595.78	\$5,715.57	\$0.00
Potential Level III positions	99.8100	12.0000	\$190,881.60	\$22,862.27	\$21,719.16	\$1,143.11	\$0.00
TOTAL: Fringe Benefits				\$585,281.70	\$556,017.62	\$29,264.08	\$0.00

Enter a detailed explanation of how the fringe benefit costs were derived and allocated to the MCSAP project.

The following fringe benefits calculations are only applied to straight time hours. The current rate is 99.81%, as approved by our cognizant agency (FHWA approval letter attached). This rate varies from year to year based on over/under carry over. This rate is used to calculate the cost of paying benefits for personnel. The fringe benefits include the following:

FICA, Dental insurance, life insurance, medical insurance, unemployment/workers compensation, EAP, long term disability, administrative paid leave, annual paid leave, educational paid leave, holiday paid leave, military paid leave, personal paid leave, sick paid leave, and retirement.

The Load Factor Calculation spreadsheet is attached. The load factor calculation is based on the load factor components (ie: benefits) and the funds expected for each of these components. To calculate the percentage for each component, you must do the following:

1. Take the "load factor amount" for each individual "load factor component" and divide it by the "regular time" dollar amount. This will give you a decimal figure.
2. Add all the "load factor amount" decimal figures together.
3. Take the "current year carry forward-under/(over) recovery" dollar amount and divide it by the "regular time" dollar amount. This will give you a decimal figure.
4. The add/(subtract) the "current year carry over forward recovery" decimal figure to the "load factor amount" decimal total and that will give you the current load factor. (This year the "current year carry forward recovery" decimal was subtracted from the "load factor amount" decimal total.)

Load Factor Components and the percentage of the load factor for each component:

FICA (9.20%); Insurance-Dental (1.61%); Insurance-Life (0.53%); Insurance-Medical (31.35%); Insurance-Unemployment/Workers Comp (3.95%); Insurance-Catamount HA (0.00%); EAP (0.06%); Long Term Disability (0.04%); Paid Leave-Administrative (0.01%); Paid Leave-Annual (7.85%); Paid Leave-Educational (0.00%); Paid Leave-Holiday (5.23%); Paid Leave-Military (0.02%); Paid Leave-Personal (1.58%); Paid Leave-Sick (5.58%); Retirement (30.62%); Current Year Carry Forward-Under/(Over) Recovery (2.17%).

The percentages are rounded off. If the percentages were carried out several more decimal places there would be an amount greater than zero.

Lieutenants: $\$74,256.00/\text{yr} \times 3 \text{ personnel} = \$222,768 \times 30\% = \$66,830.40 \times 99.81\% \text{ (fringe rate)} = \$66,703.42$
 Captain: $\$79,859.43/\text{yr} \times 1 \text{ personnel} = \$79,859.43 \times 5\% = \$3,992.97 \times 99.81\% \text{ (fringe rate)} = \$3,985.38$
 Inspectors: $\$63,627.20/\text{yr} \times 16 \text{ personnel} = \$1,018,035.20 \times 30\% = \$305,410.56 \times 99.81\% \text{ (fringe rate)} = \$304,830.27$
 Civilian Compliance Review Inspector: $\$72,727.20 \times 100\% \times 99.81\% \text{ (fringe rate)} = \$72,589.01$
 BIL funded Inspectors: $\$63,627.20/\text{yr} \times 3 \text{ personnel} = \$190,881.60 \times 60\% = \$114,528.96 \times 99.81\% \text{ (fringe rate)} = \$114,311.35$
 Potential Level III positions: $\$63,627.20/\text{yr} \times 3 \text{ personnel} = \$190,881.60 \times 12\% = \$22,905.79 \times 99.81\% \text{ (fringe rate)} = \$22,862.27$

Part 4 Section 4 - Travel

Itemize the positions/functions of the people who will travel. Show the estimated cost of items including but not limited to, airfare, lodging, meals, transportation, etc. Explain in detail how the MCSAP program will directly benefit from the travel.

Travel costs are funds for field work or for travel to professional meetings.

List the purpose, number of persons traveling, number of days, percentage of time on MCSAP Grant, and total project costs for each trip. If details of each trip are not known at the time of application submission, provide the basis for estimating the amount requested. For more information on this item see [2 CFR §200.475](#).

Total Project Costs should be determined by State users, and manually input in the table below. There is no system calculation for this budget category.

Travel Project Costs							
Purpose	# of Staff	# of Days	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
COHMED	1	6	100.0000	\$2,250.00	\$2,137.50	\$112.50	\$0.00
CVSP Workshop/MCSAP Planning Meeting	3	3	100.0000	\$4,590.00	\$4,360.50	\$229.50	\$0.00
New Entrant Mileage	2	50	100.0000	\$1,120.00	\$1,064.00	\$56.00	\$0.00
Miscellaneous Training	4	5	100.0000	\$8,040.00	\$7,638.00	\$402.00	\$0.00
Three Day Truck Detail	17	3	100.0000	\$12,240.00	\$11,628.00	\$612.00	\$0.00
MCSAP Certification Training	7	60	100.0000	\$18,000.00	\$17,100.00	\$900.00	\$0.00
CVSA Conference (spring)	4	6	100.0000	\$9,000.00	\$8,550.00	\$450.00	\$0.00
CVSA Conference (fall)	2	6	100.0000	\$4,500.00	\$4,275.00	\$225.00	\$0.00
NAIC	1	6	100.0000	\$2,250.00	\$2,137.50	\$112.50	\$0.00
Potential Level III position certification training	3	5	100.0000	\$3,780.00	\$3,591.00	\$189.00	\$0.00
CVSA/FMCSA Data Quality training	2	3	100.0000	\$3,420.00	\$3,249.00	\$171.00	\$0.00
TOTAL: Travel				\$69,190.00	\$65,730.50	\$3,459.50	\$0.00

Enter a detailed explanation of how the travel costs were derived and allocated to the MCSAP project.

1. CVSA Conference (spring)-This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the conference and departure date would be the day after the conference. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting to send 4 people to the spring CVSA Conference. Meal reimbursement is based on GSA local rates, so an average of \$60.00/day is used.

Air fare =\$750.00 X 4 personnel = \$3,000.00
 Lodging =\$180.00 per night X 6 nights X 4 personnel =\$4,320.00
 Meals =\$60.00 per day X 7 days X 4 personnel =\$1,680.00
 Total Expense=\$9,000.00

2. CVSA Conference (fall)- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the conference and departure date would be the day after the conference. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting sending 2 people to the fall CVSA Conference. Meal reimbursement is based on GSA local rates, so an average of \$60.00/day is used.

Air fare =\$1,500.00
 Lodging =\$180.00 per night X 6 nights X 2 personnel =\$2,160.00
 Meals =\$60.00 per day X 7 days X 2 personnel =\$840.00
 Total Expense=\$4,500.00

3. NAIC- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be

the day before the event and departure date would be the day after the event. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting sending one person to NAIC. Meal reimbursement is based on GSA local rates, so an average of \$60.00/day is used.

Air fare =\$750.00 X 1 personnel =\$750.00
 Lodging =\$180.00 per night X 6 nights X 1 personnel =\$1,080.00
 Meals =\$60.00 per day X 7 days X 1 personnel = \$420.00
 Total Expense =\$2,250.00

4. COHMED- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the conference and departure date would be the day after the conference. This includes 6 overnight lodgings and 7 days of contractual out of state meal reimbursement. DMV is budgeting sending one person to COHMED. Meal reimbursement is based on GSA local rates, so an average of \$60.00/day is used.

Air fare =\$750.00 X 1 personnel= \$750.00
 Lodging =\$180.00 per night X 6 nights X 1 personnel =\$1,080.00
 Meals =\$60.00 per day X 7 days X 1 personnel =\$420.00
 Total Expense =\$2,250.00

5. CVSP Workshop/MCSAP Planning- This is calculated using an estimate of air fare costs and an estimate of lodging costs. Arrival date would be the day before the workshop, and departure date would be the last day of the workshop. This budget anticipates a 3 day workshop and includes 3 overnight lodgings and 4 days of contractual out of state meal reimbursement. DMV will budget sending three people to workshops/MCSAP Planning Meeting. Meal reimbursement is based on GSA local rates, so an average of \$60.00/day is used.

Air fare =\$750.00 X 3 personnel =\$2,250.00
 Lodging =\$180.00 per night X 3 nights X 3 personnel =\$1,620.00
 Meals =\$60.00 per day X 4 days X 3 personnel =\$720.00
 Total Expense =\$4,590.00

6. Three Day Truck Detail- This is calculated based on personnel driving department vehicles to and from the event. Arrival date would be the day before the event, and departure date would be the last day of the event. This includes estimated lodging costs, and contractual in state meal reimbursement. It is estimated that approximately ~~14~~ 17 personnel will have to lodge. Meal rate is less for in state activity. Meal reimbursement is based on GSA local rates, so an average of \$60.00/day is used.

UPDATE: Narrative amended from 14 to 17 personnel.

Lodging =\$180.00 per day X 3 nights X 17 personnel =\$9,180.00
 Meals =\$60 per day X 3 days X 17 personnel =\$3,060.00
 Total Expenses =\$12,240.00

7. MCSAP Certification Training- This is calculated based on sending two people to Cargo Tank Certification, two people to NASTI PART A & B Certification, four people to Basic Hazardous Materials Certification, and one person to New Entrant Auditor Training. This would be arriving the day prior to the start of training, and departing the last day of training. Included costs would be estimated rental vehicle cost, estimated lodging cost, and contractual out of state meal reimbursement. Cargo Tank and Basic Hazardous Materials Certifications are 5 days each, NASTI Part A & B is 10 days (separated into two weeks), and New Entrant Auditor Training is 10 days (separated into two weeks). Meal reimbursement is based on GSA local rates, so an average of \$60.00/day is used.

Rental vehicle (1 per course) = 4 vehicles X \$150.00 per week X 6 weeks (1 wk CT, 1 wk HM, 2 wks NASTI, 2 wks NE) = \$3,600.00
 Lodging = \$180.00 per day X 60 nights =\$10,800.00
 Meals =\$60.00 per day X 60 days =\$3,600.00
 Total Expense = \$18,000.00

8. New Entrant Mileage - Estimated mileage reimbursement for two civilian auditors to travel in their own vehicle to on site audits and inspection details to maintain certification.

1000 miles/year X 2 auditors X \$0.56 = \$1120.00

9. Miscellaneous in-state and out-of-state MCSAP eligible training, not already listed, to include but not limited to - ELD, human trafficking, post-crash, and ARIDE. Number of staff/days in chart above is an estimate. Meal reimbursement is based on GSA local rates, so an average of \$60.00/day is used.

Airfare= \$750.00 X 4 Inspectors= \$3,000.00

Lodging= \$180.00 per day X 5 days X 4 Inspectors= \$3,600.00

Meals= \$60.00 per day X 6 days X 4 Inspectors= \$1,440.00

Total Expense= \$8,040.00

10. Potential Level III positions- DMV may certify 3 sworn Inspectors to complete Level III inspections. These Inspectors do not currently complete any MCSAP activities and would be additional CMV Inspectors to augment CMV traffic enforcement activities and fixed site detail activities. Meal reimbursement is at the current GSA local rates, so an average of \$60 per day is used.

Lodging= \$180.00 per day X 5 days X 3 Inspectors= \$2,700.00

Meals= \$60.00 per day X 6 days X 3 Inspectors= \$1,080.00

Total expense= \$3,780.00

11. DMV has been struggling with State Safety Data Quality since some long tenured employees retired a couple years ago. There was sufficient data transferred between old employee and new employee and data quality has been slipping. DMV intends to improve on SSDQ measures by sending two people to the annual CVSA/FMCSA Data Quality and Systems Training. This is a 3 day training to help personnel responsible for SSDQ to learn strategies to improve measures. Meal reimbursement is at the current GSA local rates, so an average of \$60 per day is used.

Airfare- \$750.00 X 2 personnel = \$1,500.00

Lodging= \$180.00 X 4 days X 2 personnel = \$1,440.00

Meals= \$60.00 per day X 4 days X 2 personnel = \$480.00

Total expense= \$3,420.00

These travel expenses are all necessary for participation in events to stay current with enforcement and industry, and to be better educated and enhance the Commercial Vehicle Enforcement Unit. They also assist the Commercial Vehicle Enforcement Unit accomplishing the goals set forth in the CVSP and FMCSA's priorities.

Part 4 Section 5 - Equipment

Equipment is tangible or intangible personal property. It includes information technology systems having a useful life of more than one year, and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the non-Federal entity (i.e., the State) for financial statement purposes, or \$5,000.

- If your State's equipment capitalization threshold is below \$5,000, check the box below and provide the threshold amount. See [§200.12](#) Capital assets, [§200.20](#) Computing devices, [§200.48](#) General purpose equipment, [§200.58](#) Information technology systems, [§200.89](#) Special purpose equipment, and [§200.94](#) Supplies.

Show the total cost of equipment and the percentage of time dedicated for MCSAP related activities that the equipment will be billed to MCSAP. For example, you intend to purchase a server for \$5,000 to be shared equally among five programs, including MCSAP. The MCSAP portion of the total cost is \$1,000. If the equipment you are purchasing will be capitalized (depreciated), you may only show the depreciable amount, and not the total cost ([2 CFR §200.436](#) and [2 CFR §200.439](#)). If vehicles or large IT purchases are listed here, the applicant must disclose their agency's capitalization policy.

Provide a description of the equipment requested. Include the quantity, the full cost of each item, and the percentage of time this item will be dedicated to MCSAP grant.

Total Project Costs equal the Number of Items x Full Cost per Item x Percentage of Time on MCSAP grant.

Equipment Project Costs							
Item Name	# of Items	Full Cost per Item	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Watchguard in-car camera	3	\$5,300.00	40	\$6,360.00	\$6,042.00	\$318.00	\$0.00
Fixed-site truck inspection signs with beacons	5	\$5,517.50	100	\$27,587.50	\$26,208.13	\$1,379.37	\$0.00
Potential Level III position Watchguard 4RE	3	\$5,300.00	15	\$2,385.00	\$2,265.75	\$119.25	\$0.00
TOTAL: Equipment				\$36,332.50	\$34,515.88	\$1,816.62	\$0.00
Equipment threshold is greater than \$5,000.							

Enter a detailed explanation of how the equipment costs were derived and allocated to the MCSAP project.

1. Watchguard 4RE in-car cameras. Each DMV patrol vehicle is equipped with an in-car video and audio recorder camera system. The current DVD cameras DMV has been using are outdated and obsolete; parts are no longer available to repair them. DMV is updating all in-car camera systems. DMV would like to replace three existing 4RE cameras that are already several years old in FFY2023. Included in this cost are warranties and all the hardware required for installation. Each camera is \$4920.00, the additional cables/warranty bring the per unit cost to \$5300.00 each. This practice will allow DMV to get into a normal replacement cycle where components, such as in-car cameras, are rotated out before becoming obsolete and inoperable. DMV is also budgeting for 3 additional units for the potential certification of 3 current DMV sworn Inspectors. These Inspectors do not currently do any MCSAP activities and may be trained to Level III certification level to augment CMV traffic enforcement and fixed site detail efforts. These units will be prorated at the same rate as the vehicles for these positions.

Watchguard 4RE in-car cameras \$5300.00 each X 3 = \$15,900.00 X 40% = \$6,360.00 (Per unit cost exceeds \$5,000)
 Watchguard 4RE in-car cameras \$5300.00 each X 3 = \$15,900.00 X 15% = \$2,385.00 (Per unit cost exceeds \$5,000)

2. DMV will be installing permanent remote-activated truck inspection open/closed signs with flashing beacon lights. These signs are activated and deactivated remotely via an app. Vermont currently has 5 of these permanent signs in use that AOT installed during a scheduled sign replacement project on I91. DMV has checked with Federal Highway, and there aren't any more scheduled truck detail sign replacement projects for several more years. Although the signs are in place with flashing lights, Inspectors must physically activate and deactivate the lights at the sign via a switch. DMV is anticipating the funding for 13 sites on the Interstate Highway System to be outfitted with these signs in FY2022 CVSP, so DMV is requesting funding for 5 additional sites on the Interstate or State Highways.

Currently, DMV Inspectors place three portable, 100% MCSAP funded signs at truck inspection locations. See supplies for a description of these signs. These portable signs are how CMV drivers are alerted to open truck inspection areas. Especially on busy Interstates, DMVs current portable sign practice is unsafe for Inspectors and drivers on the highways. Inspectors are required to keep these portable signs in their vehicles, set them up at the beginning of a shift, and take them down after. To maximize inspections, DMV targets heavy CMV traffic times, which also correlates with heavy commuter hours. One of the most dangerous things Inspectors encounter is the responsibility of deploying or picking up the portable signs in heavy commuter traffic, often on narrow shoulders, which during inclement weather remain slippery or water, snow, or ice-covered long after storms have passed. DMV has had Inspectors injured while handling portable signs roadside in the past.

As a full-service law enforcement agency, DMV targets drivers who drive by open truck inspection areas and stop as many as possible. Routinely drivers indicate they didn't see the signs and have no violations; these drivers would stop if Vermont had signs consistent with the remainder of North America where these drivers operate. DMV has noticed a drastic reduction in the accidental CMV drive-by's at the 5 locations statewide that have these signs with flashing beacons installed.

DMV is part of the Vermont Agency of Transportation. AOT is able to assist with the installation of the signs but doesn't have the funding to purchase fixed-site signs for the sole purpose of truck inspection details. DMV has no fixed site detail locations; all locations used for truck inspections are public rest areas or pull-offs owned/operated by AOT.

This per-unit cost includes a new MUTCD compliant 9'6" x 6'6" sign panel that reads "All Trucks Next Right When Flashing," sign mounting brackets and new solar-powered electronic beacons/batteries with remote access. These are not prorated at 40% because these signs are explicitly used for MCSAP activities.

Automated truck inspection site open/closed signs, remote access components, and solar-powered beacons
\$5,517.50 each X 13 sites = \$71,727.50 (Per unit cost exceeds \$5,000)

Part 4 Section 6 - Supplies

Supplies means all tangible property other than that described in [§200.33](#) Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or \$5,000, regardless of the length of its useful life. See also [§200.20](#) Computing devices and [§200.33](#) Equipment.

Estimates for supply costs may be based on the same allocation as personnel. For example, if 35 percent of officers' salaries are allocated to this project, you may allocate 35 percent of your total supply costs to this project. A different allocation basis is acceptable, so long as it is reasonable, repeatable and logical, and a description is provided in the narrative.

Provide a description of each unit/item requested, including the quantity of each unit/item, the unit of measurement for the unit/item, the cost of each unit/item, and the percentage of time on MCSAP grant.

Total Project Costs equal the Number of Units x Cost per Unit x Percentage of Time on MCSAP grant.

Supplies Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Office supplies	1 year	\$2,701.00	100.0000	\$2,701.00	\$2,565.95	\$135.05	\$0.00
Port. Signs/stands	12 each	\$200.00	100.0000	\$2,400.00	\$2,280.00	\$120.00	\$0.00
Thermal Printer Paper	400 Box	\$50.75	40.0000	\$8,120.00	\$7,714.00	\$406.00	\$0.00
Lasers (Lidar)	8 each	\$2,500.00	100.0000	\$20,000.00	\$19,000.00	\$1,000.00	\$0.00
Radars	5 each	\$4,500.00	40.0000	\$9,000.00	\$8,550.00	\$450.00	\$0.00
FMCSR Books	78 each	\$15.79	100.0000	\$1,231.62	\$1,170.04	\$61.58	\$0.00
Hazardous Materials Regs	29 each	\$79.10	100.0000	\$2,293.90	\$2,179.21	\$114.69	\$0.00
Out of Service Criteria	53 each	\$35.00	100.0000	\$1,855.00	\$1,762.25	\$92.75	\$0.00
Uniform purchase	1 year	\$5,393.09	100.0000	\$5,393.09	\$5,123.80	\$269.29	\$0.00
Laptop computer with warranty	5 each	\$3,400.00	100.0000	\$17,000.00	\$16,150.00	\$850.00	\$0.00
Docking station & electronic kit	3 each	\$1,158.00	100.0000	\$3,474.00	\$3,300.30	\$173.70	\$0.00
Thermal Printers	8 each	\$760.00	40.0000	\$2,432.00	\$2,310.40	\$121.60	\$0.00
Printers	1 each	\$280.00	100.0000	\$280.00	\$266.00	\$14.00	\$0.00
16 GB Memory Boards	10 each	\$400.00	100.0000	\$4,000.00	\$3,800.00	\$200.00	\$0.00
Transportation of Dangerous Goods Regulations	25 each	\$177.14	100.0000	\$4,428.50	\$4,207.08	\$221.42	\$0.00
Potential Level III position laptop computer with warranty	3 each	\$3,400.00	15.0000	\$1,530.00	\$1,453.50	\$76.50	\$0.00
Potential Level III position memory boards	6 each	\$400.00	100.0000	\$2,400.00	\$2,280.00	\$120.00	\$0.00
Potential Level III position docking stations	3 each	\$1,158.00	15.0000	\$521.10	\$495.05	\$26.05	\$0.00
Potential Level III position radars	3 each	\$4,500.00	15.0000	\$2,025.00	\$1,923.75	\$101.25	\$0.00
TOTAL: Supplies				\$91,085.21	\$86,531.33	\$4,553.88	\$0.00

Enter a detailed explanation of how the supply costs were derived and allocated to the MCSAP project.

1. Uniform purchase/cleaning- DMV spends about ~~\$41,000.00~~ \$14,000.00 annually on personnel for purchase of new uniforms, and replacing work uniforms, and dry cleaning. Personnel average about ~~\$95.00/month~~ for uniform cleaning. These expenses are all shared based on the amount of time Inspectors are completing MCSAP eligible activities.

Uniform purchase- \$561.78/yr. X 24 Personnel (includes BIL funded Inspectors & full-time civilian Inspector) X 40% = \$5,393.09

~~Dry Cleaning- \$95.00/month X 12 months X 24 Personnel X 40% = \$10,944.00~~

Total uniform purchase = ~~\$4,114.08~~ \$5,393.09; Total uniform cleaning = ~~\$10,944.00~~
Total Expenses = ~~\$15,058.08~~

2. Office supplies- DMV is budgeting \$1789.99 for the purchase of various office supplies. DMV uses pens, pencils,

staplers, staples, paper, computer paper, copier paper, printer ink/toner, notebooks, etc. in support of MCSAP activities. **UPDATE: To balance after NGA Award added \$918.00 to this line item.**

3. Printers- DMV has completed the process of transitioning from traditional ink jet printers to thermal printers. The printers also have to be compatible with Vermont's eTicket program. Printers replacement occurs regularly because the printers are mounted inside a patrol vehicle, and absorb all the road shock. The primary function of these printers is printing out roadside inspections. After transitioning to Vermont's new eTicket program DMV will now prorate the cost of the printers at 40% because they are in the enforcement vehicles for MCSAP activity but also used to print tickets for non MCSAP activity. In addition DMV is budgeting for the replacement of one printer used by the New Entrant Safety Auditors for audits. These are used exclusively for MCSAP activity and are not prorated at 40%.

Thermal Printer- \$760.00 each X 8 printers X 40% \$2,432.00
 Printer (for safety audits)- \$280.00 X 1 printer = \$280.00
 Total Expenses =\$1,496

4. Docking station with electronic kit- DMV anticipates having to replace docking stations due to use. These packages are \$1,158.00 each, totaling \$3,474.00.

Docking Stations w/electronics kits- \$1,158.00 X 3 units =\$3,474.00

5. Laptop computers- DMV expects to replace 5 laptop computers. DMV replaces computers as needed or due to age. DMV has been purchasing Panasonic FZ-55 computers with a cost of \$3,400.00 each which includes the warranty; total cost of \$17,000.00. The primary function of these computers is to carry out MCSAP activities. Having laptop computers with connectivity with completing roadside MCSAP activities supports Vermont's SSDQ rating. DMV did not prorate the cost of the laptop computers because that are in the enforcement vehicles for MCSAP activities and connectivity for MCSAP activities.

The laptops are not prorated because they are used for a whole host of MCSAP activities such as CVIEW, CMV inspection, truck inspection selection screening, MCSAP reporting research, etc. which include a lot that is never printed. So the non-MCSAP related laptop uses become ancillary compared to the MCSAP related uses. With the printers, they are not used to print all the MCSAP work the laptop does, so the non-MCSAP eTickets that are printed become a larger percentage of the print jobs compared to MCSAP related print jobs.

6. Federal Motor Carried Safety Regulations- DMV will purchase a total of 78 copies of the FMCSRs. These are distributed as follows: 21 Inspectors/Investigator; 3 BIL funded Inspectors; 9 office copies; 7 other MCSAP Officers; 25 court copies; 3 Lieutenants home offices; 10 extra copies for new MCSAP officers and/or to replace damaged or lost regulations. Current regulations are essential for up to date and proper enforcement of federal regulations. DMV purchases a copy for every Inspector (and Investigator). There are also copies purchased for Headquarters, as well as the Lieutenants home offices. DMV purchases current regulations for other non-DMV MCSAP officers. DMV is the lead MCSAP Agency, and takes responsibility in how non-DMV Officers enforce regulations. In addition extra copies are purchased to replace any lost or damaged book and/or in case a new inspector or non-DMV officer is sent to MCSAP training. DMV is also required to produce Federal Regulations when prosecuting a traffic ticket written for a federal violation. This is done by purchasing a copy of the regulations for the various locations that traffic court is conducted. This ensures that the traffic court judge has a current copy to view during the court proceeding. DMV has been purchasing Mancomm spiral bound regulation books. Inspectors have found these the easiest to navigate which reduces errors.

FMCSRs- \$13.99 each X 78 copies = \$1,091.22 + \$140.40 shipping= \$1,231.62

7. Hazardous Materials Regulations- DMV will purchase Hazardous Materials Regulations for DMV's 21 Inspectors/Investigator, 1 copy for haz-mat certified municipal officer, and 7 copies for Headquarters and the Lieutenants home offices. Current hazardous materials regulations are essential to proper and effective enforcement. DMV has been purchasing Mancomm spiral bound regulation books. Inspectors have found these the easiest to navigate which reduces errors. These are purchased for certified Inspectors and Inspectors that may attend certification training.

HM Regulations- \$75.99/each X 29 copies =\$2,203.71 + \$90.00 shipping= \$2,293.71

8. Out of Service Criteria- DMV will purchase pictorial Out of Service Criteria for every Inspector/Investigator and every non-DMV MCSAP Officer. DMV is the lead MCSAP Agency, and believes it is essential for each MCSAP Inspector to have the most current out of service criteria for effective enforcement. DMV will purchase a total of 50 copies of the

pictorial Out of Service Criteria. They will be distributed as follows: 21 copies to DMV Inspectors/Investigator; 7 non-DMV MCSAP Officers; 13 copies to Headquarters and the Lieutenants home offices, and 9 for court distribution. Inspectors have found it beneficial to have pictures of the out of service violations while completing roadside inspections.

OOS Criteria- \$35.00/each X 53 copies = \$1,855.00.

9. Thermal Printer Paper- The thermal printers DMV has transitioned over to takes special thermal paper. The printers are used primarily to print inspection reports. With Vermont's eTicket program now in use for all commercial and non commercial infractions the printers are used for activity other then MCSAP. Because of this the thermal paper is prorated at 40%. The thermal paper is purchased by the box; each box contains 6 rolls of thermal printer paper. DMV is budgeting for 400 boxes of paper in anticipation of adding 3 BIL funded Inspector positions and the possible certification of 3 additional non-MCSAP Inspectors.

Thermal printer paper- \$50.75/box X 400 boxes X 40% = \$8,120.00

10. Fixed site detail portable signs. DMV fixed site detail policy requires the use of 3 portable signs in addition to fixed site signs. "Truck Safety Inspection Ahead", "All Trucks Right", and "All Trucks Must Stop" signs are placed at 1 mile, 1/2 mile and at the entrance to the detail alerting all trucks to stop for inspection. DMV also utilizes "All Trucks Left" signs at some of the fixed site detail sites. Sign stands are used to set the signs up roadside. Often times when the signs are damaged the sign stands are not. DMV replaces more signs then sign stands. These portable signs often get hit by vehicles, blow over and break or simply wear out and require replacement. DMV did not prorate the cost of portable signs as they are required for Inspectors to open fixed site MCSAP inspections roadside details.

3 portable sign sets (3 portable signs each set)- \$200.00 each sign X 9 signs = \$1800.00

3 portable sign stands- \$200.00 each X 3 = \$600.00

Total expenses - \$2400.00

11. Lasers. Speed detection lidar/lasers are used by DMV to detect speeding violations. The units are hand held and not mounted in inspectors vehicle. They are assigned to each inspector. DMVs primary focus is enforcing CMV violations and cars operating in an unsafe manner around CMVs (TACT stops). Because DMVs primary focus is on CMV traffic these units are not prorated. DMV will replace the oldest/outdated lasers currently being used in the field by full time commercial motor vehicle inspectors. DMV will purchase cell phone mounts for the lasers so Inspectors can take pictures of the laser image for court and DataQ purposes. DMV is budgeting for 5 lasers to cycle out older units. DMV is also budgeting for 3 additional laser units for the 3 sworn law enforcement Inspectors that may be Level III certified. These Inspectors do not currently do any MCSAP activities and their current positions have little traffic safety effort. One area these new Level III certified Inspectors will augment is CMV traffic enforcement activities, which will be the only real traffic enforcement activities they preform. This is why these units are not prorated.

Lasers w/cell phone camera mount - \$2,500.00/each X 8 = \$20,000.00

The radar units are vehicle mounted and are prorated the same as other vehicle mounted equipment and are used from time to time for non-MCSAP related activities while traveling from one area to another for non-MCSAP functions. The lasers are not prorated because they are handheld units used for CMV traffic enforcement.

12. Radars. Speed detection radars are mounted in the inspectors patrol vehicle and used to detect speeding violations. DMVs primary focus is enforcing CMV violations and cars operating in an unsafe manner around CMVs (TACT stops). DMV will replace/upgrade 5 radars currently being used in the field by full time commercial motor vehicle inspectors. Adding five additional radars will allow DMV to continue replacing older equipment and maintains a normal replacement cycle for components such as radars. DMV will also add 3 additional radar units for the 3 potential Level III positions. These 3 positions would be sworn Inspectors that do not currently complete any MCSAP activities. They would be certified for Level III inspections for the purpose of augmenting CMV traffic enforcement activities. Since radars are vehicle mounted they will be prorated to match the level of effort since they could be more readily used for non-MCSAP traffic enforcement while traveling to inspection/patrol locations.

Radars - \$4,500.00/each X 5 = \$22,500.00 X 40% = \$9,000.00

Radars - \$4,500.00/each X 3 = \$13,500.00 X 15% = \$2,025.00

13. Memory chips. DMV will purchase ten 16GB memory boards for the 5 new computers. DMV has learned the laptop computers operate far more efficiently given the number of CMV safety, screening and inspection programs loaded onto the computers.

5 computers X 2 boards each X \$400.00/ea= \$4,000.00

14. Transportation of Dangerous Goods Regulations. DMV has not purchased TDG Regulations for Hazardous Material Certified Inspectors in many years. These are important given Vermont's proximity to Canada and that hazardous materials can be transported in the United States in compliance with TDG Regulations. DMV will purchase 25 copies to accommodate all certified HM Inspectors and Inspectors that may be certified this year.

25 copies X \$177.14 per copy (including shipping)= \$4,428.50

15. Potential Level III position laptop computer with warranty. DMV may certify 3 additional sworn Inspectors for CMV safety activities. These Inspectors do not currently do any MCSAP activities. They may be certified to augment CMV traffic enforcement efforts and some fixed site detail inspection efforts. They will dedicate approximately 15% of their time to MCSAP activities. The computer is necessary for MCSAP activities but is prorated for them because of the low level of effort. They will use this computer for non-MCSAP activities.

3 laptops with warranty X \$3,400.00/each X 15%= \$1,530.00

16. Potential Level III position 16GB memory boards. These 3 partially funded laptop computers above require two 16GB memory boards to operate efficiently for CMV activities. This is because of the number of CMV safety, screening and inspection programs loaded on the computers for CMV enforcement. Since these are required because of the CMV enforcement aspect, they are not prorated.

3 laptops X 2 memory boards each X \$400.00 each= \$2,400.00

17. Potential Level III position docking station. DMV may certify 3 additional sworn Inspectors for CMV safety activities. These Inspectors do not currently do any MCSAP activities. They will require docking stations with electrical kits installed in their patrol vehicles for the laptop computers. These will be prorated just like the computers since they will be used all the time and not just for MCSAP activities.

3 docking stations with electrical kits X \$1,521.00 X 15%= \$521.10

Part 4 Section 7 - Contractual and Subaward

This section includes contractual costs and subawards to subrecipients. Use the table below to capture the information needed for both contractual agreements and subawards. The definitions of these terms are provided so the instrument type can be entered into the table below.

Contractual – A contract is a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award ([2 CFR §200.22](#)). All contracts issued under a Federal award must comply with the standards described in [2 CFR §200 Procurement Standards](#).

Note: Contracts are separate and distinct from subawards; see [2 CFR §200.330](#) for details.

Subaward – A subaward is an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract ([2 CFR §200.92](#) and [2 CFR §200.330](#)).

Subrecipient - Subrecipient means a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program, but does not include an individual who is a beneficiary of such program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency ([2 CFR §200.93](#)).

Enter the legal name of the vendor or subrecipient if known. If unknown at this time, please indicate 'unknown' in the legal name field. Include a description of services for each contract or subaward listed in the table. Entering a statement such as "contractual services" with no description will not be considered meeting the requirement for completing this section.

The Unique Entity Identifier (UEI) is the new, non-proprietary identifier that replaces the DUNS number. All contractors and subrecipients must be registered in the System for Award Management (SAM.gov). The UEI will be requested in and assigned by SAM.gov. Enter the UEI number of each entity in the space provided in the table.

Select the Instrument Type by choosing either Contract or Subaward for each entity.

Total Project Costs should be determined by State users and input in the table below. The tool does not automatically calculate the total project costs for this budget category.

Operations and Maintenance-If the State plans to include O&M costs that meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below.

Please describe the activities these costs will be using to support (i.e., ITD, PRISM, SSDQ or other services.)

Contractual and Subaward Project Costs							
Legal Name	UEI Number	Instrument Type	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Vermont AOT-Central Garage	UEI	Contract	100.0000	\$5,866.00	\$5,572.70	\$293.30	\$0.00
Description of Services: Compliance Review Investigator Vehicle Lease (100% funded)							
Vermont AOT-Central Garage	UEI	Contract	100.0000	\$91,291.20	\$86,726.64	\$4,564.56	\$0.00
Description of Services: Inspector/Lieutenant Vehicle Lease (40% funded)							
Vermont AOT-Central Garage	UEI	Contract	100.0000	\$518.70	\$492.77	\$25.93	\$0.00
Description of Services: Captain Vehicle Lease (5% funded)							
Iteris Inc	UEI	Contract	100.0000	\$15,914.00	\$15,118.30	\$795.70	\$0.00
Description of Services: Vendor to provide FMCSA & State approved ASPEN alternative							
LexisNexis Coplogic Solutions Inc	UEI	Contract	100.0000	\$40,000.00	\$38,000.00	\$2,000.00	\$0.00
Description of Services: Electronic crash repository programming							
Vermont AOT-Central Garage	UEI	Contract	100.0000	\$18,673.20	\$17,739.54	\$933.66	\$0.00
Description of Services: BIL funded Inspector Vehicles (60% funded)							
Vermont AOT-Central Garage	UEI	Contract	100.0000	\$4,668.30	\$4,434.89	\$233.41	\$0.00
Description of Services: Potential Level III position vehicle lease (15% funded)							
TOTAL: Contractual and Subaward				\$176,931.40	\$168,084.84	\$8,846.56	\$0.00

Enter a detailed explanation of how the contractual and subaward costs were derived and allocated to the MCSAP project.

The Vermont Department of Motor Vehicles is a department under the Vermont Agency of Transportation. DMV does not own the Compliance Review Investigator's vehicle, Inspector's vehicles, Lieutenants vehicles, or the Captain's vehicle. These vehicles are purchased, owned, and maintained by the Vermont Agency of Transportation. After vehicles are rotated out of DMV's fleet, usage reverts back to the Agency of Transportation.

DMV leases these vehicles from the Agency of Transportation based upon an agreed monthly amount depending on the vehicle type and usage (lease rate document attached). The Compliance Review Investigator vehicle is leased for \$419.00/month. The Inspectors vehicles, Lieutenants vehicles, and the Captains vehicle are all law enforcement vehicles leased for \$741.00/month. There is one compact SUV used by the Compliance Review Investigator. There are 18 Inspector vehicles, which includes the 16 vehicles assigned to the Inspectors, two spare marked enforcement vehicles, and one unmarked enforcement vehicle. There are three Lieutenant vehicles, and one Captain vehicle. The Compliance Review Investigator vehicle is 100% funded; Inspector vehicles are 40% funded, Lieutenant vehicles are 40% funded, and the Captain vehicle is 5% funded. There are 3 BIL funded Inspector vehicles (anticipated) at 60% funded. It typically takes DMV longer than 12 months to spend MCSAP funds. Therefore, vehicle costs are getting extended from 12 months to 14 months.

Compliance Review Investigator vehicle- $\$419.00/\text{month} \times 14 \text{ months} \times 1 \text{ vehicle} \times 100\% = \$5,866.00$

Inspector vehicle- $\$741.00/\text{month} \times 14 \text{ months} \times 19 \text{ vehicles} \times 40\% = \$78,842.40$

Lieutenant vehicle- $\$741.00/\text{month} \times 14 \text{ months} \times 3 \text{ vehicles} \times 40\% = \$12,488.80$

Captain vehicle- $\$741.00/\text{month} \times 14 \text{ months} \times 1 \text{ vehicle} \times 5\% = \518.70

BIL funded Inspector vehicle- $\$741.00/\text{mo} \times 14 \text{ months} \times 3 \text{ vehicles} \times 60\% = \$18,673.20$

Potential Level III Inspector positions- $\$741.00/\text{mo} \times 14 \text{ months} \times 3 \text{ vehicles} \times 15\% = \$4,668.30$

DMV Inspectors, Lieutenants, and Captain, are full-time certified police officers and operate emergency vehicles in performance of their duties. These vehicles are essential to the MCSAP program. They are used daily for traffic enforcement patrol, traveling to and from MCSAP training, and travel to and from fixed site truck inspection details. DMV also leases spare vehicles for use when a regularly assigned vehicle is down for maintenance, and an unmarked vehicle used for covert activities. The 40% is the average percentage personnel spend completing MCSAP eligible activities. The 40% includes 30% straight time activities and 10% overtime activities. The civilian Compliance Review Investigator operates a compact SUV as an assigned vehicle. This SUV is used to travel to and from Vermont's FMCSA office, training, fixed site truck inspection locations, and investigations. DMV is also budgeting partial vehicle lease funding for 3 potential Level III Inspector positions. DMV has sworn Inspectors that do not currently complete any MCSAP activities. Three of these Inspectors may be certified as Level III Inspectors and would augment CMV traffic enforcement activities and fixed site detail activities. They currently operate law enforcement emergency vehicles with the same lease rate as current CMV enforcement vehicles. These vehicle leases would be prorated at 15% to match the level of effort.

UPDATE: The Agency of Transportation is the parent agency of the Department of Motor Vehicles, therefore the lessor and lessee of the vehicles is the same agency.

Third Party Inspection Program (Iteris Inc)- This inspection program is a web based inspection program and will not decrease the effectiveness of DMV's current inspection program. DMV has received approval from FMCSA for deployment of the Inspect software. DMV has entered into a contract with Iteris Inc for CVIEW and Inspect and is currently training for deployment of both programs.

Iteris Inspect program for O&M- \$15,914.00

LexisNexis Coplogic Solutions Inc is the current contractor for programming changes for the Agency of Transportation (DMV parent agency) electronic crash repository. This vendor is responsible for building or maintaining programming needs for WebCrash, the state electronic crash repository. WebCrash houses all the crash reports completed by police officers in Vermont. This is also the solution where commercial vehicle crash records are sorted and placed in a file for upload to safetynet. Over this past fiscal year, there have been some programming needs identified that could result in better crash data uploads; such as, the way crash report edits and changes dictate how the crash gets moved about within WebCrash. New changes will require crashes to come back to be screened again for safetynet upload. It is anticipated as Commercial Vehicle Enforcement Supervisors collaborate with the FARS Analyst more programming needs will arise. These programming enhancements will result in better data quality and improved SSDQ ratings.

LexisNexis Coplogic Solutions Inc contract work- \$40,000.00

Part 4 Section 8 - Other Costs

Other Costs are those not classified elsewhere and are allocable to the Federal award. These costs must be specifically itemized and described. The total costs and allocation bases must be explained in the narrative. Examples of Other Costs (typically non-tangible) may include utilities, leased property or equipment, fuel for vehicles, employee training tuition, meeting registration costs, etc. The quantity, unit of measurement (e.g., monthly, annually, each, etc.), unit cost, and percentage of time on MCSAP grant must be included.

Operations and Maintenance—If the State plans to include O&M costs that do not meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below. Please identify these costs as ITD O&M, PRISM O&M, or SSDQ O&M. Sufficient detail must be provided in the narrative that explains what components of the specific program are being addressed by the O&M costs.

Enter a description of each requested Other Cost.

Enter the number of items/units, the unit of measurement, the cost per unit/item, and the percentage of time dedicated to the MCSAP grant for each Other Cost listed. Show the cost of the Other Costs and the portion of the total cost that will be billed to MCSAP. For example, you intend to purchase air cards for \$2,000 to be shared equally among five programs, including MCSAP. The MCSAP portion of the total cost is \$400.

Total Project Costs equal the Number of Units x Cost per Item x Percentage of Time on MCSAP grant.

Indirect Costs

Information on Indirect Costs ([2 CFR §200.56](#)) is captured in this section. This cost is allowable only when an approved indirect cost rate agreement has been provided in the “My Documents” area in the eCVSP tool and through Grants.gov. Applicants may charge up to the total amount of the approved indirect cost rate multiplied by the eligible cost base. Applicants with a cost basis of salaries/wages and fringe benefits may only apply the indirect rate to those expenses. Applicants with an expense base of modified total direct costs (MTDC) may only apply the rate to those costs that are included in the MTDC base ([2 CFR §200.68](#)).

- **Cost Basis** — is the accumulated direct costs (normally either total direct salaries and wages or total direct costs exclusive of any extraordinary or distorting expenditures) used to distribute indirect costs to individual Federal awards. The direct cost base selected should result in each Federal award bearing a fair share of the indirect costs in reasonable relation to the benefits received from the costs.
- **Approved Rate** — is the rate in the approved Indirect Cost Rate Agreement.
- **Eligible Indirect Expenses** — means after direct costs have been determined and assigned directly to Federal awards and other activities as appropriate. Indirect costs are those remaining to be allocated to benefitted cost objectives. A cost may not be allocated to a Federal award as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been assigned to a Federal award as a direct cost.
- **Total Indirect Costs** equal Approved Rate x Eligible Indirect Expenses divided by 100.

Your State will not claim reimbursement for Indirect Costs.

Other Costs Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
MCP trailer maintenance Cost	1 year	\$4,500.00	100.0000	\$4,500.00	\$4,275.00	\$225.00	\$0.00
Vehicle emergency lights	3 each	\$6,000.00	40.0000	\$7,200.00	\$6,840.00	\$360.00	\$0.00
Watchguard cloud based storage	23 each	\$800.00	40.0000	\$7,360.00	\$6,992.00	\$368.00	\$0.00
CVSA Decals	96 each	\$9.63	100.0000	\$924.48	\$878.26	\$46.22	\$0.00
Misc inspection items	1 year	\$7,241.96	100.0000	\$7,241.96	\$6,879.86	\$362.10	\$0.00
Valcour license fee	1 year	\$672.00	100.0000	\$672.00	\$638.40	\$33.60	\$0.00
CVSA membership	1 year	\$10,300.00	100.0000	\$10,300.00	\$9,785.00	\$515.00	\$0.00
Communications	12 months	\$2,760.00	100.0000	\$33,120.00	\$31,464.00	\$1,656.00	\$0.00
Electric/propane	12 months	\$350.00	100.0000	\$4,200.00	\$3,990.00	\$210.00	\$0.00
Conference registration fees	8 year	\$550.00	100.0000	\$4,400.00	\$4,180.00	\$220.00	\$0.00
Vehicle maintenance cost	1 year	\$15,000.00	40.0000	\$6,000.00	\$5,700.00	\$300.00	\$0.00
Permanent signs remote access/monitoring/cell service	23 year	\$390.00	100.0000	\$8,970.00	\$8,521.50	\$448.50	\$0.00
BIL funded vehicle fuel	3 year	\$7,350.00	60.0000	\$13,230.00	\$12,568.50	\$661.50	\$0.00
Vehicle Fuel	1 year	\$59,027.50	100.0000	\$59,027.50	\$56,076.13	\$2,951.37	\$0.00
Potential Level III position roadside breath testing device	3 each	\$600.00	100.0000	\$1,800.00	\$1,710.00	\$90.00	\$0.00
Uniform cleaning	1 year	\$27,360.00	40.0000	\$10,944.00	\$10,396.80	\$547.20	\$0.00
TOTAL: Other Costs				\$179,889.94	\$170,895.45	\$8,994.49	\$0.00

Enter a detailed explanation of how the 'other' costs were derived and allocated to the MCSAP project.

1. CVSA Decals-DMV budgets for the purchase of CVSA Decals. Decals are purchased for all MCSAP certified Inspectors/Officers in Vermont. DMV purchases decals 4 times a year, for 24 MCSAP Level I certified Inspectors/Officers. These decals are purchased so they can be applied to CMVs that pass a Level I or Level V inspection. This is one way to recognize carriers with good maintenance practices, and allows Inspectors/Officers to avoid re-inspection of one of these vehicles.

CVSA Decals- \$9.63/quarter X 24 MCSAP Inspectors X 4 quarters = \$924.48

2. Misc Inspection Equipment- DMV needs to replace broken, worn out, or depleted inspection equipment every year. Equipment is replaced on an "as needed" basis, so it's difficult to project the actual cost. DMV is budgeting \$7,241.96 to replace miscellaneous inspection equipment. Examples of this equipment would be chalk for marking pushrods,

chamber mates, tread depth gauges, tire air pressure gauges, chock blocks, creepers, traffic cones to cone off a safety zone, other equipment, aides, or tools used to assist in the commercial vehicle inspection process.

Misc Inspection Equipment- \$7,241.96/year

3. Vehicle Fuel- Vehicle fuel is not included in the vehicle lease; therefore, DMV must pay for its fuel used. DMV anticipates fuel cost averaging about \$525.00 per month/ per person for the certified Inspectors vehicles, and about \$200.00/month for the Compliance Review Investigator vehicle. The certified Inspectors vehicles are 40% funded, the Lieutenants vehicles are 40% funded, the Compliance Review Investigator vehicle is 100% funded, and the Captains vehicle is 5% funded. The fuel is extended to 14 months to match the vehicle lease budget.

Inspector/Lieutenant vehicle fuel- $\$525.00/\text{month} \times 19 \text{ vehicles} \times 14 \text{ months} \times 40\% = \$55,860.00$

Compliance Investigator vehicle fuel- $\$200.00/\text{month} \times 14 \text{ months} \times 100\% = \$2,800.00$

Captain vehicle fuel- $\$525.00/\text{month} \times 14 \text{ months} \times 1 \text{ vehicle} \times 5\% = \367.50

Total = \$59,027.50

BIL funded Inspectors- $\$525.00/\text{month} \times 3 \text{ vehicles} \times 14 \text{ months} \times 60\% = \$13,230.00$

4. Valcour License Fee- Valcour is DMV's incident management system. This is a multi-departmental database which DMV feeds information into. DMV uses this database to record events, and to run activity reports. DMV records driver information, vehicle information, carrier information, ticket information, and arrest information. Signed and returned inspection reports and pictures are also uploaded into the system. Valcour is used to retrieve information that is used in MCSAP quarterly reports and CVSPs, such as non-CMV traffic enforcement around CMVs. Valcour allows roadside Inspectors to conduct license and registration checks. Valcour is a web based program that does allow other programs to interface with it. Valcour is owned and maintained by Crosswinds Technology.

Valcour License Fee- $\$1,680.00/\text{year for the department} \times 40\% = \672.00

5. CVSA Membership- Vermont DMV is a current member of CVSA and will remain an active member. CVSA is an important organization and is the key contact for several national programs. They also provide inspection bulletins or guidance throughout the year that provide or clarify inspection procedure or out of service items.

CVSA Membership- \$10,300.00/year for the department.

6. Communications- Maintaining connectivity while completing roadside inspections is crucial for accuracy and proper enforcement checks. Mobile connectivity allows inspectors to check certain databases such as CDLIS, Query Central, eRODS, L&I etc. DMV recently switched from Aspen to Inspect, a web based inspection program. These programs/databases are important for real time enforcement of financial responsibility insurance, operating authority, and active Federal Out of Service Orders. These are all integral parts of a roadside inspection program. It also allows for timely uploads of completed inspections in support of Vermont's Data Quality. Communications include mifi for inspectors for roadside connectivity, cell phones for contacting headquarters, other inspectors, FMCSA, or carriers. Cell phones are also used to photograph violations. Vermont is a rural state, and for years Inspectors have been plagued with poor cell service in the field. To address this issue, DMV now provides each Inspector with a hard-wired cradle point modem in each vehicle with Verizon as the carrier. These cradle points receive cell service via SIM cards. In addition, each Inspector has a MiFi with AT&T as the carrier. Both carriers have different coverage areas throughout Vermont. The ability to access both major carriers cast a much wider net enabling Inspectors to geographically expanded access to the aforementioned web-based programs and databases.

Communications are not prorated at 40% because we have these communications for MCSAP activities. These communications are used for roadside connectivity for real time inspection data, and data quality. These directly support MCSAP eligible activities.

Inspectors cell/mifi/SIM & Compliance Investigator cell/mifi & New Entrant Safety Auditors cell/mifi- $\$2,760.00/\text{month} \times 12 \text{ months} = \text{Total } \$33,120.00$

7. Electric/Propane- DMV utilizes two buildings at different inspection sites, and one site with just electricity. One of the buildings has electric heat, and one has propane heat. The combined utilities are expected to cost approximately \$350.00/month for electricity and propane. The cost for electric and propane for these building is not prorated at 40% because these buildings are only used for MCSAP Truck Inspection Details.

Electric/Propane- $\$350.00/\text{month} \times 12 \text{ months} = \$4,200.00$

8. Conference registration fees- DMV is budgeting to send one person to COHMED, 4 people to the CVSA spring conference, 2 people to the CVSA fall conference and one person to NAIC. The registration fee for each person for each conference is budgeted at \$550.00. This line item includes the aforementioned conferences but isn't limited to just these. Occasionally, DMV will send staff to other conferences of interest that are MCSAP eligible.

Conference Registration Fees- 8 attendees X \$550.00 = \$4,400.00

9. Watchguard Cloud Based Storage- DMV is budgeting \$7,360.00 for storage of audio/visual recordings from in-car cameras located in DMV CMV Inspectors vehicles. DMV will have all 23 CVE vehicles outfitted and uploading to the cloud.

Watchguard Cloud Based Storage- \$800.00/year per camera system X 23 camera systems = \$18,400.00 X 40% = \$7,360.00/year.

10. Vehicle non contractual maintenance costs including car washes and repairs not covered under vehicle lease. This includes repairs/upkeep for DMVs smaller equipment trailers, and vehicle outfitting. This amount, like the vehicles, is prorated at 40%.

Vehicle maintenance cost - \$15,000.00/year X 40% = \$6000.00

11. Mobile command post trailers (MCP) non contractual maintenance costs. DMV has 2 mobile command trailers that are used at truck details for office space and screening CMVs. Maintenance costs include repairs, upkeep, and updating of supplies/equipment stocked in the MCPs. The mobile command trailers were purchased several years ago with a stand alone Border Grant funding. They are used as command posts are truck inspection details (MCSAP activities). Maintenance consists of items such as tire replacement, battery replacement, generator work, jack stands or any other maintenance required so the vehicle will pass the state mandated Vermont Periodic Inspection. The work and vehicle inspections are generally completed at an Agency of Transportation facility and back billed to DMV. The reason the maintenance is not contractual is because DMV owns these trailers so the Agency of Transportation isn't responsible for the maintenance.

MCPs maintenance cost- \$4,500.00/year

12. Vehicle emergency lights for new vehicles. DMV is budgeting \$7,200 to outfit three new law enforcement vehicles with new emergency lighting. These vehicles are a different make and model than current vehicles so new light packages are needed. The lighting packages are prorated at the same rate as the vehicles.

Light packages \$6,000 X 3 vehicles = \$18,000 X 40% = \$7,200

13. DMV will be installing permanent remote-activated truck inspection open/closed signs with flashing beacon lights in FY2022. These signs are activated and deactivated remotely via an app and cell phone modems/cradle point SIM cards installed at each location. Each site requires cellular service to enable the modems to function. DMV is anticipating adding 13 new signs and automating 5 current signs already in place for a total of 18 locations throughout the state in FFY22. Currently, the yearly service fee per location, which provides remote access, monitoring, and cell service, is \$390.00 per sign. These are not prorated at 40% because these signs are explicitly used for MCSAP activities. DMV will be adding 5 additional sites on the Interstate or State Highway System for a total 23 sites.

Automated truck inspection site open/closed signs remote access/monitoring/cell service \$390.00/year per site X 23 sites = \$8,970.00

14. DMV is budgeting for 3 new roadside breath testing devices for the 3 potential Level III positions. DMV may train 3 current non-MCSAP sworn Inspectors to the Level III certification point to augment CMV traffic enforcement activities and fixed site activities. These devices are not prorated because they are for CMV traffic enforcement and this is most of the traffic enforcement these positions will do.

3 devices X \$600.00 each = \$1,800.00

UPDATE: Uniform cleaning was moved from supplies to this budget category. DMV spends about \$27,360.00 a year on dry cleaning Inspector uniforms. This is prorated based on the amount of time dedicated to MCSAP activities. Inspectors average about \$95.00/mo each in dry cleaning expenses.

\$95.00/mo X 12 months X 24 Inspectors X 40% = \$10,944.00

Part 4 Section 9 - Comprehensive Spending Plan

The Comprehensive Spending Plan is auto-populated from all line items in the tables and is in read-only format. Changes to the Comprehensive Spending Plan will only be reflected by updating the individual budget category table(s).

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$2,042,415.00	\$107,496.00	\$2,149,911.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$322,487.00
MOE Baseline:	\$0.00

Estimated Expenditures				
Personnel				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
New Entrant Safety Auditors	\$40,043.64	\$2,107.56	\$42,151.20	\$0.00
Captain	\$4,544.80	\$239.20	\$4,784.00	\$0.00
Lieutenant	\$63,488.88	\$3,341.52	\$66,830.40	\$0.00
Inspector	\$290,140.03	\$15,270.53	\$305,410.56	\$0.00
Civilian Compliance Review Inspector	\$69,090.84	\$3,636.36	\$72,727.20	\$0.00
BIL funded Inspectors	\$108,802.51	\$5,726.45	\$114,528.96	\$0.00
Potential Level III positions	\$21,760.50	\$1,145.29	\$22,905.79	\$0.00
Salary Subtotal	\$597,871.20	\$31,466.91	\$629,338.11	\$0.00
Overtime	\$261,336.27	\$13,754.54	\$275,090.81	\$0.00
BIL funded Overtime	\$38,085.03	\$2,004.47	\$40,089.50	\$0.00
Civilian Compliance Review Inspector	\$14,512.53	\$763.82	\$15,276.35	\$0.00
BIL funded overtime-exceeds 15% potential Level III positions	\$40,674.14	\$2,140.74	\$42,814.88	\$0.00
	\$8,161.07	\$429.53	\$8,590.60	\$0.00
Overtime subtotal	\$362,769.04	\$19,093.10	\$381,862.14	\$0.00
Personnel total	\$960,640.24	\$50,560.01	\$1,011,200.25	\$0.00

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Captain	\$3,786.11	\$199.27	\$3,985.38	\$0.00
Lieutenants	\$63,368.25	\$3,335.17	\$66,703.42	\$0.00
Civilian Compliance Review Inspector	\$68,959.56	\$3,629.45	\$72,589.01	\$0.00
Inspector	\$289,588.76	\$15,241.51	\$304,830.27	\$0.00
BIL funded Inspectors	\$108,595.78	\$5,715.57	\$114,311.35	\$0.00
Potential Level III positions	\$21,719.16	\$1,143.11	\$22,862.27	\$0.00
Fringe Benefits total	\$556,017.62	\$29,264.08	\$585,281.70	\$0.00

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
COHMED	\$2,137.50	\$112.50	\$2,250.00	\$0.00
CVSP Workshop/MCSAP Planning Meeting	\$4,360.50	\$229.50	\$4,590.00	\$0.00
New Entrant Mileage	\$1,064.00	\$56.00	\$1,120.00	\$0.00
Miscellaneous Training	\$7,638.00	\$402.00	\$8,040.00	\$0.00
Three Day Truck Detail	\$11,628.00	\$612.00	\$12,240.00	\$0.00
MCSAP Certification Training	\$17,100.00	\$900.00	\$18,000.00	\$0.00
CVSA Conference (spring)	\$8,550.00	\$450.00	\$9,000.00	\$0.00
CVSA Conference (fall)	\$4,275.00	\$225.00	\$4,500.00	\$0.00
NAIC	\$2,137.50	\$112.50	\$2,250.00	\$0.00
Potential Level III position certification training	\$3,591.00	\$189.00	\$3,780.00	\$0.00
CVSA/FMCSA Data Quality training	\$3,249.00	\$171.00	\$3,420.00	\$0.00
Travel total	\$65,730.50	\$3,459.50	\$69,190.00	\$0.00

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Watchguard in-car camera	\$6,042.00	\$318.00	\$6,360.00	\$0.00
Fixed-site truck inspection signs with beacons	\$26,208.13	\$1,379.37	\$27,587.50	\$0.00
Potential Level III position Watchguard 4RE	\$2,265.75	\$119.25	\$2,385.00	\$0.00
Equipment total	\$34,515.88	\$1,816.62	\$36,332.50	\$0.00

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Office supplies	\$2,565.95	\$135.05	\$2,701.00	\$0.00
Port. Signs/stands	\$2,280.00	\$120.00	\$2,400.00	\$0.00
Thermal Printer Paper	\$7,714.00	\$406.00	\$8,120.00	\$0.00
Lasers (Lidar)	\$19,000.00	\$1,000.00	\$20,000.00	\$0.00
Radars	\$8,550.00	\$450.00	\$9,000.00	\$0.00
FMCSR Books	\$1,170.04	\$61.58	\$1,231.62	\$0.00
Hazardous Materials Regs	\$2,179.21	\$114.69	\$2,293.90	\$0.00
Out of Service Criteria	\$1,762.25	\$92.75	\$1,855.00	\$0.00
Uniform purchase	\$5,123.80	\$269.29	\$5,393.09	\$0.00
Laptop computer with warranty	\$16,150.00	\$850.00	\$17,000.00	\$0.00
Docking station & electronic kit	\$3,300.30	\$173.70	\$3,474.00	\$0.00
Thermal Printers	\$2,310.40	\$121.60	\$2,432.00	\$0.00
Printers	\$266.00	\$14.00	\$280.00	\$0.00
16 GB Memory Boards	\$3,800.00	\$200.00	\$4,000.00	\$0.00
Transportation of Dangerous Goods Regulations	\$4,207.08	\$221.42	\$4,428.50	\$0.00
Potential Level III position laptop computer with warranty	\$1,453.50	\$76.50	\$1,530.00	\$0.00
Potential Level III position memory boards	\$2,280.00	\$120.00	\$2,400.00	\$0.00
Potential Level III position docking stations	\$495.05	\$26.05	\$521.10	\$0.00
Potential Level III position radars	\$1,923.75	\$101.25	\$2,025.00	\$0.00
Supplies total	\$86,531.33	\$4,553.88	\$91,085.21	\$0.00

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Vermont AOT-Central Garage	\$5,572.70	\$293.30	\$5,866.00	\$0.00
Vermont AOT-Central Garage	\$86,726.64	\$4,564.56	\$91,291.20	\$0.00
Vermont AOT-Central Garage	\$492.77	\$25.93	\$518.70	\$0.00
Iteris Inc	\$15,118.30	\$795.70	\$15,914.00	\$0.00
LexisNexis Coplogic Solutions Inc	\$38,000.00	\$2,000.00	\$40,000.00	\$0.00
Vermont AOT-Central Garage	\$17,739.54	\$933.66	\$18,673.20	\$0.00
Vermont AOT-Central Garage	\$4,434.89	\$233.41	\$4,668.30	\$0.00
Contractual and Subaward total	\$168,084.84	\$8,846.56	\$176,931.40	\$0.00

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
MCP trailer maintenance Cost	\$4,275.00	\$225.00	\$4,500.00	\$0.00
Vehicle emergency lights	\$6,840.00	\$360.00	\$7,200.00	\$0.00
Watchguard cloud based storage	\$6,992.00	\$368.00	\$7,360.00	\$0.00
CVSA Decals	\$878.26	\$46.22	\$924.48	\$0.00
Misc inspection items	\$6,879.86	\$362.10	\$7,241.96	\$0.00
Valcour license fee	\$638.40	\$33.60	\$672.00	\$0.00
CVSA membership	\$9,785.00	\$515.00	\$10,300.00	\$0.00
Communications	\$31,464.00	\$1,656.00	\$33,120.00	\$0.00
Electric/propane	\$3,990.00	\$210.00	\$4,200.00	\$0.00
Conference registration fees	\$4,180.00	\$220.00	\$4,400.00	\$0.00
Vehicle maintenance cost	\$5,700.00	\$300.00	\$6,000.00	\$0.00
Permanent signs remote access/monitoring/cell service	\$8,521.50	\$448.50	\$8,970.00	\$0.00
BIL funded vehicle fuel	\$12,568.50	\$661.50	\$13,230.00	\$0.00
Vehicle Fuel	\$56,076.13	\$2,951.37	\$59,027.50	\$0.00
Potential Level III position roadside breath testing device	\$1,710.00	\$90.00	\$1,800.00	\$0.00
Uniform cleaning	\$10,396.80	\$547.20	\$10,944.00	\$0.00
Other Costs total	\$170,895.45	\$8,994.49	\$179,889.94	\$0.00

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$2,042,415.86	\$107,495.14	\$2,149,911.00	\$0.00
Total Costs Budgeted	\$2,042,415.86	\$107,495.14	\$2,149,911.00	\$0.00

Part 4 Section 10 - Financial Summary

The Financial Summary is auto-populated by the system by budget category. It is a read-only document and can be used to complete the SF-424A in Grants.gov. Changes to the Financial Summary will only be reflected by updating the individual budget category table(s).

- The system will confirm that percentages for Federal and State shares are correct for Total Project Costs. The edit check is performed on the **"Total Costs Budgeted"** line only.
- The system will confirm that Planned MOE Costs equal or exceed FMCSA funding limitation. The edit check is performed on the **"Total Costs Budgeted"** line only.
- The system will confirm that the Overtime value does not exceed the FMCSA funding limitation. The edit check is performed on the **"Overtime subtotal"** line.

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$2,042,415.00	\$107,496.00	\$2,149,911.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$322,487.00
MOE Baseline:	\$0.00

Overtime Costs budgeted must be equal to or less than 15 percent of the MCSAP Award (plus \$5 allowed.) Please include a justification to exceed the limit in the Personnel section.

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$597,871.20	\$31,466.91	\$629,338.11	\$0.00
Overtime Subtotal	\$362,769.04	\$19,093.10	\$381,862.14	\$0.00
Personnel Total	\$960,640.24	\$50,560.01	\$1,011,200.25	\$0.00
Fringe Benefits Total	\$556,017.62	\$29,264.08	\$585,281.70	\$0.00
Travel Total	\$65,730.50	\$3,459.50	\$69,190.00	\$0.00
Equipment Total	\$34,515.88	\$1,816.62	\$36,332.50	\$0.00
Supplies Total	\$86,531.33	\$4,553.88	\$91,085.21	\$0.00
Contractual and Subaward Total	\$168,084.84	\$8,846.56	\$176,931.40	\$0.00
Other Costs Total	\$170,895.45	\$8,994.49	\$179,889.94	\$0.00
	95% Federal Share	5% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$2,042,415.86	\$107,495.14	\$2,149,911.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00	NA
Total Costs Budgeted	\$2,042,415.86	\$107,495.14	\$2,149,911.00	\$0.00

Part 5 - Certifications and Documents

Part 5 includes electronic versions of specific requirements, certifications and documents that a State must agree to as a condition of participation in MCSAP. The submission of the CVSP serves as official notice and certification of compliance with these requirements. State or States means all of the States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the Virgin Islands.

If the person submitting the CVSP does not have authority to certify these documents electronically, then the State must continue to upload the signed/certified form(s) through the "My Documents" area on the State's Dashboard page.

Part 5 Section 1 - State Certification

The State Certification will not be considered complete until the four questions and certification declaration are answered. Selecting 'no' in the declaration may impact your State's eligibility for MCSAP funding.

1. What is the name of the person certifying the declaration for your State? Kevin Andrews
2. What is this person's title? Captain
3. Who is your Governor's highway safety representative? Allison Laflamme
4. What is this person's title? Administrator

The State affirmatively accepts the State certification declaration written below by selecting 'yes'.

- ☒ Yes
- ☐ Yes, uploaded certification document
- ☐ No

State Certification declaration:

I, Kevin Andrews, Captain, on behalf of the State of VERMONT, as requested by the Administrator as a condition of approval of a grant under the authority of [49 U.S.C. § 31102](#), as amended, certify that the State satisfies all the conditions required for MCSAP funding, as specifically detailed in [49 C.F.R. § 350.211](#).

If there are any exceptions that should be noted to the above certification, include an explanation in the text box below.

Part 5 Section 2 - Annual Review of Laws, Regulations, Policies and Compatibility Certification

You must answer all three questions and indicate your acceptance of the certification declaration. Selecting 'no' in the declaration may impact your State's eligibility for MCSAP funding.

1. What is the name of your certifying State official? Kevin Andrews
2. What is the title of your certifying State official? Captain
3. What are the phone # and email address of your State official? kevin.andrews@vermont.gov 802-828-2078

The State affirmatively accepts the compatibility certification declaration written below by selecting 'yes'.

- ☒ Yes
- ☐ Yes, uploaded certification document
- ☐ No

I, Kevin Andrews, certify that VERMONT has conducted the annual review of its laws and regulations for compatibility regarding commercial motor vehicle safety and that the State's safety laws remain compatible with the Federal Motor Carrier Safety Regulations (49 CFR parts 390-397) and the Hazardous Materials Regulations (49 CFR parts 107 (subparts F and G only), 171-173, 177, 178, and 180) and standards and orders of the Federal government, except as may be determined by the Administrator to be inapplicable to a State enforcement program. For the purpose of this certification, Compatible means State laws or regulations pertaining to interstate commerce that are identical to the FMCSRs and HMRs or have the same effect as the FMCSRs and identical to the HMRs and for intrastate commerce rules identical to or within the tolerance guidelines for the FMCSRs and identical to the HMRs.

If there are any exceptions that should be noted to the above certification, include an explanation in the text box below.

Part 5 Section 3 - New Laws/Legislation/Policy Impacting CMV Safety

Has the State adopted/enacted any new or updated laws (i.e., statutes) impacting CMV safety since the last CVSP or annual update was submitted?

☒ Yes ☐ No

In the table below, please provide the bill number and effective date of any new legislation. Include the code section which was changed because of the bill and provide a brief description of the legislation. Please include a statute number, hyperlink or URL, in the summary. Do NOT include the actual text of the Bill as that can be very lengthy.

Legislative Adoption			
Bill Number	Effective Date	Code Section Changed	Summary of Changes
H.736	07/01/2022	23 V.S.A. 1006b	Further limits the size of vehicle that can legally travel through the Smugglers' Notch section of VT Route 108.
H.736	07/01/2022	23 V.S.A. 1432(c)	Section (c) was repealed removing the requirement for vehicles between 68'-75' to obtain a permit to travel on US Route 4 from the junction of VT Route 100S to New Hampshire State Line. This roadway now has the same legal limit as the rest of the state.

Has the State adopted/enacted any new administrative actions or policies impacting CMV safety since the last CVSP?

☐ Yes ☒ No

**Vermont Agency of Transportation
Central Garage
Vehicle & Equipment Possession Rates**

Effective July 1, 2022

Category	Description	
03	DMV enforcement	\$ 741
04	Full-sized van	\$ 557
05	2WD 1/2 ton or compact pick-up (or compact van)	\$ 419
06	Road analyzer van - federally funded	\$ -
07	2WD 3/4 ton pick-up	\$ 593
08	2WD 1 ton pick-up w/ special bed or body	\$ 665
09	2WD >1 ton pick-up w/ special bed or body	\$ 1,250
11	4WD 1/2 ton pick-up	\$ 636
16	Tandem axle plow truck	\$ 4,547
17	Single axle plow truck	\$ 3,811
18	Sign truck	\$ 2,194
19	5th wheel tractor	\$ 1,357
20	Bucket truck	\$ 3,316
21	Auger truck	\$ 4,003
23	Paint truck	\$ 1,905
24	4WD 3/4 ton pick-up w/o plow	\$ 679
25	4WD 1 ton pick-up w/ special bed or body, and/or plow	\$ 627
26	4WD >1 ton pick-up w/ special bed or body, and/or plow	\$ 1,444
27	Baby dump plow truck	\$ 3,008
28	4WD 3/4 ton pick-up, Hi-Rail equipped	\$ 1,576
29	4WD 3/4 ton pick-up w/ plow	\$ 886
30	Mobile drill truck	\$ 219
33	Airport snow removal truck - federally funded	\$ 1,108
34	Stakebody truck	\$ 473
36	Underbridge inspection truck	\$ 4,151
36F	Servilift - federally funded	\$ 962
37	Grader	\$ 2,310
40	Tractor mower	\$ 1,462
44	Loader	\$ 1,539
46	Airport Loader - federally funded	\$ 785
50	Tracked drill	\$ 2,130
52	Mini excavator	\$ 730
53	Excavator	\$ 1,134
55	Core drill	\$ 3,215
57	Flatbed trailer	\$ 380
58	Backhoe	\$ 1,046

61	Pavement drill	\$ 41
66	FWD trailer	\$ -
67	Water trailer	\$ 714
68	Water pump	\$ -
72	Fork lift	\$ 281
74	Low bed trailer	\$ 821
75	Sweeper	\$ 972

DocuSigned by:

Wayne Gammell

6/17/2022

CD6FB3C3A30B4E3...

Wayne Gammell, Director, District Maintenance and Fleet Division

FY2023 Load Factor Calculation

Load Factor Components	Load Factor Amounts	
FICA	\$ 5,736,200.00	Feeds From Tab A J14
Insurance-Dental	\$ 1,006,540.00	Feeds From Tab A N14
Insurance-Life	\$ 330,394.00	Feeds From Tab A M14
Insurance-Medical	\$ 19,543,585.00	Feeds From Tab A L14
Insurance-Unemployment/Workers Comp	\$ 2,465,353.00	Feeds From Tab A 014
Insurance-Catamount HA	\$ -	Feeds From Tab A P14
EAP	\$ 40,491.00	Feeds From Tab A Q14
Long Term Disability	\$ 23,898.00	Feeds From Tab A R14
Paid Leave-Administrative	\$ 8,807.45	Feeds From Tab A G14
Paid Leave-Annual	\$ 4,891,514.41	Feeds From Tab A D14
Paid Leave-Educational	\$ -	Feeds From Tab A H14
Paid Leave-Holiday	\$ 3,260,428.16	Feeds From Tab A C14
Paid Leave-Military	\$ 14,758.31	Feeds From Tab A I14
Paid Leave-Personal	\$ 984,066.18	Feeds From Tab A F14
Paid Leave-Sick	\$ 3,482,130.33	Feeds From Tab A E14
Retirement	\$ 19,092,392.00	Feeds From Tab A K14
Total	\$60,880,557.84	
Current Year Carry Forward - Under/(Over) Recovery	\$1,353,529.19	Feeds From Tab B E16
Total	\$62,234,087.03	
Regular Time	\$ 62,349,809.28	
Load Factor	99.81%	

TAB "C"

Andrews, Kevin

From: Finkle, Lester (FMCSA) <Lester.Finkle@dot.gov>
Sent: Tuesday, July 19, 2022 2:01 PM
To: Martin, Patricia
Cc: Minoli, Wanda; Smith, Michael; Andrews, Kevin; Valburn, Lori; Montague, Colleen
Subject: FMCSA Approval Of DMV's Final Title VI Program Compliance Plan For FY 2023

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Good Afternoon, Tricia. Great! Thank you. I have reviewed DMV's final Title VI Program Compliance Plan for FY 2023 and find all elements identified in the FY 2023 FMCSA Title VI Program Compliance Plan Checklist. This e-mail serves as the Plan approval document. Therefore, DMV's final Title VI Program Compliance Plan for FY 2023 is hereby approved.

Thank you for the updates you provided in the Plan. I will greatly appreciate it if you will keep me updated as the Statewide Language Access Plan is developed. Additionally, I am interested in the consultant-driven effort regarding Justice40 and will appreciate updates regarding this effort as appropriate.

Thanks again, Tricia. I look forward to our future communications.

Lester

Lester Finkle
FMCSA National Title VI Program Manager

From: Martin, Patricia <Patricia.Martin@vermont.gov>
Sent: Tuesday, July 19, 2022 12:43 PM
To: Finkle, Lester (FMCSA) <Lester.Finkle@dot.gov>
Cc: Minoli, Wanda <Wanda.Minoli@vermont.gov>; Smith, Michael <Michael.Smith@vermont.gov>; Andrews, Kevin <Kevin.Andrews@vermont.gov>; Valburn, Lori <Lori.Valburn@vermont.gov>; Montague, Colleen <Colleen.Montague@vermont.gov>
Subject: FMCSA Title VI Program Compliance Plan FY 2023

CAUTION: This email originated from outside of the Department of Transportation (DOT). Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon, Lester,

Attached for your review and approval is our Federal Motor Carriers Safety Administration Title VI Program Compliance Plan FY 2023. I have included a newly signed/dated Title VI Program Policy Statement and U.S. DOT Assurances, as well as a combined Fair and Impartial Policing Policy and CMV Inspection Selection Policy (Section XIII – beginning on Page 21) per your guidance. We are also pleased to include a section (Section V – beginning on Page 17) that highlights Vermont DMV's FY 22

Accomplishments and Best Practices as well as FY23 Goals and Objectives.

Please let me know if you have any questions or need clarification of any information included in this Program Plan.

Thanks,

Tricia

Patricia Martin, M.S. | Civil Rights Data & Reporting Manager | Title VI and ADA Coordinator
Vermont Agency of Transportation
219 North Main Street | Barre, VT 05641
(802) 595-6959 cell | Pronouns: she/her
<https://vtrans.vermont.gov/civil-rights>





U.S. Department
of Transportation
**Federal Highway
Administration**

Vermont Division

July 5, 2022

87 State Street
Montpelier, VT 05602
(802) 828-4423
(802) 828-4424
Vermont@dot.gov

In Reply Refer To:
HDA-VT

Ms. Diane Bigglestone, Financial Director II
Vermont Agency of Transportation
219 North Main St
Barre, Vermont 05641

Subject: SFY 2023 Payroll Load Factor

Dear Ms. Bigglestone:

This letter is to inform you that the SFY 2023 payroll load factor rate of 99.81% has been reviewed and approved by the Vermont Division. It has been acknowledged that the costs included have been reviewed and certified by VTrans as allowable under the provisions of 2 CFR 200, Subpart E.

Sincerely,

Patrick Kirby
Finance Manager

cc: Jayna Guilford
Bradley Kukenberger
Constantinos Stivaros
Nicole Gadbois

Note: All sections must be completed. Incomplete forms will be returned to the originating department.

I. CONTRACT INFORMATION:

Agency/Department: Agency of Transportation/ Department of Motor Vehicles

Contract #: PS0857 Amendment #:

Vendor Name: Iteris, Inc.

VISION Vendor No: 396232

Vendor Address: 1700 Carnegie Avenue Ste 100 Santa Ana, CA 92705

Starting Date: 03/15/2021

Ending Date: 10/15/2025

Amendment Date:

Summary of agreement or amendment: (CTS # PS0857) DMV Comm Vehicle Info Exch Window (CVIEW) & Roadside Inspect Solution

II. FINANCIAL & ACCOUNTING INFORMATION

Maximum Payable: \$600,000.00

Prior Maximum: \$

Prior Contract # (If Renewal):

Current Amendment: \$

Cumulative amendments: \$

% Cumulative Change:

Business Unit(s): 6568; ; - [notes: 100% Fed 1st Yr]

VISION Account(s): 507550;

Estimated

% GF

15.00 % SF

% EF

% Other

Funding Split:

% TF

% GC

85.00 % FF

(name)

III. PROCUREMENT & PERFORMANCE INFORMATION

A. Identify applicable procurement process utilized.

☒ Standard Bid/RFP ☐ Simplified ☐ Sole Source (See B.) ☐ Qualification Based Selection ☐ StatutoryB. If Sole Source Contract, contract form includes self-certification language? ☐ Yes ☒ N/AC. Contract includes performance measures/guarantees to ensure the quality and/or results of the service? ☒ Yes ☐ No**IV. TYPE OF AGREEMENT (select all that apply)**☐ Personal Service☐ Construction ☐ Arch/Eng. ☐ Marketing ☒ Info. Tech. ☒ Prof. Service☒ Non-Personal Service☐ Commodity☐ Retiree/Former SOV EE ☐ Financial Trans ☐ Zero-Dollar ☐ Privatization ☐ Other**V. SUITABILITY FOR CONTRACT FOR SERVICE**☒ Yes ☐ No ☐ n/a Does this contract meet the determination of an Independent Contractor? If "NO", the contractor must be set up and paid on payroll through the VTHR system.**VI. CONTRACTING PLAN APPLICABLE**Is any element of this contract subject to a pre-approved Agency/Dept. Contracting Waiver Plan? ☐ Yes ☒ No**VII. CONFLICT OF INTEREST**

By signing below, I (Agency/Dept. Head) certify that no person able to control or influence award of this contract had a pecuniary interest in its award or performance, either personally or through a member of his or her household, family, or business.

☐ Yes ☒ No

Is there an "appearance" of a conflict of interest so that a reasonable person may conclude that this party was selected for improper reasons: (If yes, explain)

VIII. PRIOR APPROVALS REQUIRED OR REQUESTED

- ☒ Yes ☐ No Agreement must be Certified by the Attorney General under 3 V.S.A. § 342 (sign line #4 below)
- ☒ Yes ☐ No Attorney General review As To Form is required (\$25,000 and above) or otherwise requested: J.M. (AAG initial)
- ☒ Yes ☐ No Agreement must be approved by the Secretary of ADS/CIO
- ☐ Yes ☒ No Agreement must be approved by the CMO: for Marketing services over \$25,000
- ☐ Yes ☒ No Agreement must be approved by Comm. Human Resources: for Privatization, Retirees, Former Employees, & if a Contract fails the IRS test.
- ☒ Yes ☐ No Agreement must be approved by the Secretary of Administration

IX. AGENCY/DEPARTMENT HEAD CERTIFICATION; APPROVAL

I have made reasonable inquiry as to the accuracy of the above information (sign in order):

February 11, 2021

E-SIGNED by Wanda Minoli

February 11, 2021

E-SIGNED by Joe Flynn

on 2021-02-11 14:30:27 EST

1-Date 1-Agency/Department Head

2-Date 2-Agency Secretary (if required)

March 05, 2021

E-SIGNED by John Quinn
on 2021-03-05 10:47:51 EST

3a-Date 3a-CIO 3b-Date 3b-CMO 3c-Date 3c-Commissioner DHR

February 26, 2021

E-SIGNED by Jesse Moorman
on 2021-02-26 11:37:37 EST

March 05, 2021

E-SIGNED by Kristin L. Clouser
on 2021-03-05 17:42:39 EST

4-Date 4-Attorney General

5-Date 5-Secretary of Administration

STANDARD CONTRACT FOR SERVICES

1. **Parties.** This is a contract for services between the State of Vermont through the Agency of Transportation – Department of Motor Vehicles (hereinafter called “State”), and **Iteris, Inc.**, with a principal place of business at **1700 Carnegie Avenue Ste 100 Santa Ana, CA** (hereinafter called “Contractor”). Contractor’s form of business organization is a **Corporation**. It is Contractor’s responsibility to contact the Vermont Department of Taxes to determine if, by law, Contractor is required to have a Vermont Department of Taxes Business Account Number.

2. **Subject Matter.** The subject matter of this contract is services generally on the subject of a Commercial Vehicle Information Exchange Window and Commercial Vehicle Roadside Inspection Program. Detailed services to be provided by the Contractor are described in Attachment A.

3. **Maximum Amount.** In consideration of the services to be performed by Contractor, the State agrees to pay Contractor, in accordance with the payment provisions specified in Attachment B, a sum not to exceed **Six Hundred Thousand Dollars (\$600,000.00)**.

4. **Contract Term.** The period of Contractor’s performance shall begin on **March 15th, 2021** and end on **October 15th, 2025**, with the State having the option to extend for two additional terms of one year each.

5. **Prior Approvals.** This Contract shall not be binding unless and until all requisite prior approvals have been obtained in accordance with current State law, bulletins, and interpretations.

6. **Amendment.** No changes, modifications, or amendments in the terms and conditions of this contract shall be effective unless reduced to writing, numbered and signed by the duly authorized representative of the State and Contractor.

7. **Termination for Convenience.** This contract may be terminated by the State at any time by giving written notice at least thirty (30) days in advance. In such event, Contractor shall be paid under the terms of this contract for all services provided to and accepted by the State prior to the effective date of termination.

8. **Attachments.** This contract consists of **147** pages including the following attachments which are incorporated herein:

Attachment A: Statement of Work

- Exhibit 1 – State Technical and Functional Requirements
- Exhibit 2 – Preliminary Implementation Master Schedule
- Exhibit 3 – Contractor Software, Maintenance and Service Level Agreements

Attachment B: Payment Provisions

Attachment C: “Standard State Provisions for Contracts and Grants” a preprinted form
(revision date 12/15/2017)

Attachment D: Information Technology System Implementation Terms and Conditions (rev. 3/08/19)

Attachment E: Agency of Transportation 2020 General Terms and Conditions for Contracts and Services

Attachment F: 2018 Federal Terms and Conditions Services (Non-Construction)

Attachment G: Certification for Federal Aid Projects (DOT Form 272-040 EF)

Attachment H: Title VI Assurances – DOT Standard Title VI Assurances and Non-Discrimination Provisions (DOT 1050.2A)

Attachment I: Certification of Contractor / Consultant

Attachment J: Certification Regarding Lobbying

Attachment K: Agency of Transportation Debarment and Non-Collusion Certification (Form CA-91)

Attachment L: Contractor's EEO Certification Form (CA-109)

Attachment M: Worker Classification Self and Subcontractor Reporting

Attachment N: Certificate of Compliance

9. Order of Precedence. Any ambiguity, conflict or inconsistency between the documents comprising this contract shall be resolved according to the following order of precedence:

1. Standard Contract
2. Attachment F: 2018 Federal Terms and Conditions Services (Non-Construction)
3. Attachment D: Information Technology System Implementation Terms and Conditions (rev. 3/08/19)
4. Attachment E: Agency of Transportation 2020 General Terms and Conditions for Contracts and Services
5. Attachment C: Standard State Provisions for Contracts and Grants
6. Attachment A: Statement of Work with Exhibits
7. Attachment B: Payment Provisions

** ** [Signature page follows] * ***

WE THE UNDERSIGNED PARTIES AGREE TO BE BOUND BY THIS CONTRACT

By the State of Vermont:

March 15, 2021

Date: _____

E-SIGNED by Joe Flynn
on 2021-03-15 09:23:15 EDT
Signature: _____

Name: Joe Flynn

Title: Secretary of Transportation

By Iteris, Inc.:

Date: 3/12/2021

Signature: Scott Perley

Name: Scott Perley

Title: VP, Performance Analytics

June 06, 2022

Mandy White
VTrans, Operations & Safety Bureau
Data Section
Mandy.White@vermont.gov

Dear Ms. White:

LexisNexis Coplogic Solutions Inc. ("Coplogic") is pleased to submit this tasking description and cost estimate to provide the Vermont Department of Transportation with SAFETYNET tasking.

Enclosed in this letter, please find the following:

- Tasking requirements,
- Cost estimate, and
- Anticipated timeline.

Vermont SAFETYNET Case Management Update Requirements

The current Commercial Vehicle Enforcement (CVE) process for exporting commercial crashes for SAFETYNET is described as follows:

1. All crashes involving a Commercial Vehicle go to the "Waiting for Approval" queue in the SAFETYNET module of WebCrash.
2. If there is sufficient information to make a decision, CVE will mark crash "Approved for Export" to SAFETYNET, or CVE will designate the crash as "Not Reportable to FMCSA".
3. If "Approved for Export", crash is saved to a file and exported to SAFETYNET. If crash is "Not Reportable to FMCSA", then crash will not be exported to SAFETYNET.
4. If any of the highlighted information is changed after step 3 occurs, the crash should come back to the "Waiting for Approval" queue of the SAFETYNET module of WebCrash in order to go through the 3-step process again.

SAFETYNET Case Management page will be modified to re-queue crash reports for SAFETYNET users to reevaluate reports if there are changes to the following: Crash Type, Commercial Vehicle, Towed Due to Disabling Damage, or US DOT Number if the crash has been "Approved for Export" or marked "Not Reportable to FMCSA".

WebCrash will be enhanced with the ability to detect specified changes between crash report versions in order to support the functionality above.

WebCrash audit rules will be updated as described below.

**Planning**

The LexisNexis Vermont WebCrash project team reviewed the requirements for implementing the SAFETYNET case management changes for Vermont WebCrash. The project team developed the task items described herein.

Tasking Description

LexisNexis Coplogic Solutions

SafetyNet Case Management

Add code to detect changes to

- Crash Type
 - Property Damage Only
 - Injury
 - Fatal
- Commercial Vehicle
- US DOT Number
- If the SAFETYNET Status (CrashHeader table, SAFETYNETStatus) of the crash is one of the following and there is a change to one of the fields defined above, then clear the SAFETYNET status field:
 - “Approved for Export”
 - “Not Reportable to FMCSA”
 - “Exported to SAFETYNET”

Audit Rule Changes

The following audit rules will be updated:

- If “Government” is checked, DOT Number should not be required.
- If Commercial Vehicle is checked, Page 3 should be required.
- Additionally, update WebCrash audit rules in accordance with Appendix A.

Testing/Deployment*Deployment to PREP Environment*

- Deployment to LexisNexis prep environment
- Thorough testing of functionality, etc.
- Resolve any issues and retest

Deployment to TEST Environment

- Deployment to Vermont’s Test Environment
- Thorough testing of functionality, etc.
- Resolve any issues and retest

Deployment to PROD Environment

- Deployment to Vermont’s Production Environment
- Thorough testing of functionality, etc.
- Test and monitor for any production issues

Cost Estimate

The following table details the cost for the work detailed in this document.

Coplogic Task Pricing			
Tasking		Cost	Schedule
Task	Vermont SAFETYNET Updates	\$18,150	3 months after approval

Anticipated Timeline

Development and implementation of this functionality will be approximately three months. This three month timeline is from the time the State provides task approval to placing functionality into production for Vermont WebCrash.

If you have any questions, please contact me at 765-341-2453 or Neil.Smith@lexisnexisrisk.com.

Sincerely,

Neil P. Smith

Neil Smith
LexisNexis Coplogic Solutions

Andrews, Kevin

From: Arduca, Joe (FMCSA) <joe.arduca@dot.gov>
Sent: Thursday, June 16, 2022 12:00 PM
To: Andrews, Kevin; Nelson, Ture (FMCSA)
Cc: White, Mandy
Subject: RE: FY2022 CVSP

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Kevin,

Sounds like a good idea. In addition to incorporating this plan/project into the eCVSP could you also see about adding this to the Traffic Records Assessment through TRCC.

Thanks,

Joe

From: Andrews, Kevin <Kevin.Andrews@vermont.gov>
Sent: Thursday, June 16, 2022 11:15 AM
To: Arduca, Joe (FMCSA) <joe.arduca@dot.gov>; Nelson, Ture (FMCSA) <ture.nelson@dot.gov>
Subject: FY2022 CVSP

CAUTION: This email originated from outside of the Department of Transportation (DOT). Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Joe/Ture,

In working with Mandy White (FARS Analyst) we have identified a few process improvements that could be made with the Web Crash (electronic crash depository). These improvements surround how Web Crash is programmed to move crashes around within the solution. In order to explain this better, I will give you a quick rundown on how I interact with Web Crash and how Web Crash interacts with Safetynet.

1. When an officer initiates a crash report in Web Crash, the crash reported is automatically filed by Web Crash based on the information input into the crash report. All crash records that have the commercial vehicle box checked automatically get sent to the *Waiting for Approval* file by Web Crash.
2. I, or my designee, periodically log into Web Crash and review all crash records in *Waiting for Approval* file. If the crash record indicates a vehicle was towed due to disabling damage, injury, or fatality, and the crash report has enough information, then the crash record will be checked off that it is *Approved for Export* to Safetynet and the crash record will be moved to the *Approved for Export* file.
3. All of the crash records in the *Approved for Export* file are exported into Safetynet.

This process is completed if the crash record has enough information, even if it is not completed. It is done this way because of SSDQ measures and ratings, and the inability to wait on officers from around the state to complete crash reports. However, in doing this process, we have identified some additional programming needs from LexisNexis (Web Crash vendor). The attached SOW and estimate explains in detail what we are trying to accomplish. Basically it will re-queue crash records to, or back to, the *Waiting for Approval* file if certain information is changed on a crash record after it has been uploaded, such as, changing a vehicle from not towed to towed due to disabling damage in a CMV crash, or changing a report from property damage to injury. This will assist in getting all recordable crashes uploaded to Safetynet and with all the correct information.

I would like to include this in the FY2022 CVSP as a new line item under Contractual. This was identified after the CVSP was completed; however, with the new additional funding and the CVSP back under state revising, it seems appropriate to add at this time.

See the attached, and let me know if you have any questions. I am seeking approval to add to the FY2022 CVSP.

Thanks,

Captain Kevin Andrews
Commercial Vehicle Enforcement Supervisor
Vermont Department of Motor Vehicles
802-828-2078 (office)
802-793-9094 (cell)
kevin.andrews@vermont.gov

"With a commitment to excellence, the dedicated employees of DMV strive to provide the highest level of customer service through the administration of motor vehicle laws and the promotion of highway safety."

Integrity, Accountability, Professionalism and Accuracy/Quality of Information are the DMV's Core Values.

This is our shot, Vermont! Everyone age 12 and older is now eligible for a COVID-19 vaccine. Sign up for your shot today at healthvermont.gov/MyVaccine or follow @healthvermont on [Facebook](#) and [Twitter](#) for walk-in opportunities. #OurShotVT