



OREGON

Commercial Vehicle Safety Plan

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

Fiscal Years 2021 - 2023

Date of Approval: June 11, 2021

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 2021)
- Part 5: Certifications and Documents (FY 2021)

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 2021:

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 2020 plans. States must carefully review and update this information to reflect FY 2021 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 2021 update). Include descriptions of the changes to your program, including how data tables were modified.

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**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.

Mission Statement: The Oregon Department of Transportation provides a safe and reliable multimodal transportation system that connects people and helps Oregon's communities and economy to thrive.

Goal Statement: The goal of the Oregon Department of Transportation is to reduce truck and bus crashes by deploying a multi-faceted program of driver/vehicle inspections, traffic enforcement, compliance reviews, public education and awareness campaigns, data collection, and other safety related activities.

Part 1 Section 3 - MCSAP Structure Explanation

Instructions:

Briefly describe the State's commercial motor vehicle (CMV) enforcement program funded by the MCSAP grant.

NOTE: Please do not include activities or expenses associated with any other FMCSA grant program.

The Commerce and Compliance Division (CCD) of the Oregon Department of Transportation (ODOT) is responsible for Oregon's Commercial Motor Vehicle (CMV) Safety Program. Oregon deploys a multi-faceted program of driver/vehicle inspections, traffic enforcement, compliance reviews, public education and awareness campaigns, data collection, and other safety related activities all aimed at reducing truck and bus crashes in Oregon.

CCD employs 31 Safety Compliance Specialists and 75 Motor Carrier Enforcement Officers. Safety Compliance Specialists are State Safety Investigators. Their primary job functions are to conduct motor carrier safety compliance reviews and truck/bus inspections. They are Level I certified truck inspectors and receive Hazardous Materials training. The primary duty of the Motor Carrier Enforcement Officers is to enforce CMV size and weight laws. However, these officers also maintain truck inspection certification to use along with their size and weight enforcement functions as they have prime opportunities to identify and inspect unsafe drivers and vehicles. Additionally, law enforcement agencies participate as partners in Oregon's MCSAP program. Officers assigned to this duty also receive inspection training and certification. Other key features of the state's crash reduction efforts:

ODOT prioritizes passenger carrier safety and has been innovative in conducting inspections while conforming to the Congressional prohibition against inspecting at scales along bus routes. Although Oregon has limited destination locations, ODOT staff do focus on...

- Periodic checks on river rafting operations transporting customers.
- In-season inspections of buses transporting skiers to and from resorts.
- Regular inspections of motor coaches at carrier terminals.

We are also exploring the feasibility of conducting a joint operation with the FMCSA to inspect buses transporting passengers from cruise ships.

- Oregon has three major freight routes that travel through both densely populated areas (primarily in the I-5 corridor) and rural areas (found in the I-84 and US-97 corridors). Many of Oregon's truck scales/inspection facilities are located in rural areas. In addition to scale facilities that are primarily staffed with ODOT personnel, the highways and other roadways are patrolled by Oregon State Police and various county sheriff and city police department partners. Oregon continues to utilize law enforcement agencies to conduct on-highway commercial motor vehicle/driver inspections in conjunction with traffic enforcement. Law enforcement agencies participate in the Ticketing Aggressive Cars and Trucks (TACT) campaign
- Oregon has a Safety Compliance Review Program utilizing AIM software. Data from all safety compliance reviews conducted by Compliance Specialists are uploaded to the Motor Carrier Management Information Systems (MCMIS). Interstate carriers receive a federal safety rating and intrastate carriers receive a state safety rating.
- Through ODOT's Hazardous Material Program, ODOT Compliance Specialists are trained to and routinely conduct HM security contact reviews in conjunction with compliance reviews. They also provide HM classes to inspectors. All HM compliance reviews result in a safety fitness rating. Hazardous Materials shipper reviews and audits of motor carrier docks are also conducted to determine compliance with the HM regulations by HM shippers.
- In a continuing effort to improve public safety, the Commerce and Compliance Division maintains a toll-free Hotline and online incident form. This allows the public to report unsafe operation and actions by motor carriers and their drivers.
- Oregon offers the web site OregonTruckingOnline.com to motor carriers. This site also allows motor carriers to review their own Oregon safety data and inspection records, as well as to conduct business and complete many state required reports online.
- In Oregon, inspection personnel and Compliance Specialists verify CDL status either through the Law Enforcement Data System, Commercial Driver License Information System, and/or Oregon DMV Mainframe. The latter is utilized for both in-state and out-of-state drivers who may have outstanding suspensions in Oregon. All CDL drivers are checked using the Problem Driver Pointer System via the National Driver Register.
- On an annual basis, through administrative rulemaking, the CCD re-adopts the North American Standard Out-Of-Service Criteria (Part I Driver, Part II Vehicle, Part III Hazardous Materials, and Part IV Administrative). Oregon Administrative Rules clearly state that "Drivers

found to be disqualified in this State or any other jurisdiction, as specified in 49 CFR, Part 391.15 will be placed out-of-service until requalification is established.

- CCD works closely with ODOT's Transportation Safety Division to create public education and awareness campaigns employing various brochures and public service announcements. These efforts are directed at both CMV and non-CMV drivers. CCD staff participate in developing the State's Transportation Safety Action Plan (TSAP), also known as the State's Strategic Highway Safety Plan (SHSP)), as well as Oregon's Traffic Records Coordinating Committee (TRCC).
- To understand underlying factors and refine efforts to improve safety for all motorists, CCD attempts to determine the cause of all federal recordable CMV crashes. Crash analysts review facts contained in crash and police reports to determine the role of CMVs in each incident. Crashes determined to be caused by the actions of the CMV driver or the mechanical condition of the CMV are labeled as truck-at-fault (TAF) or bus-at-fault (BAF) crashes.

Part 1 Section 4 - MCSAP Structure**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:	ODOT CCD
Enter total number of personnel participating in MCSAP activities	110
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	100
Traffic Enforcement Activities	0
Investigations *	30
Public Education and Awareness	10
Data Collection and Reporting	5
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	OREGON CITY POLICE DEPARTMENT
Enter total number of personnel participating in MCSAP activities	1
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	32
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	

Subrecipient Information	
Agency Name:	CLACKAMAS COUNTY SHERIFF
Enter total number of personnel participating in MCSAP activities	2
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	64
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	

Subrecipient Information	
Agency Name:	PORTLAND POLICE DEPARTMENT
Enter total number of personnel participating in MCSAP activities	4
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	128
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	

Subrecipient Information	
Agency Name:	MULTNOMAH COUNTY SHERIFF
Enter total number of personnel participating in MCSAP activities	1
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	32
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	

Subrecipient Information	
Agency Name:	WEST LINN POLICE DEPARTMENT
Enter total number of personnel participating in MCSAP activities	4
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	128
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:	20
Total # of MCSAP Participating Personnel:	392

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.

In past years, the program effectiveness summary trend analysis and performance goals were separate areas in the CVSP. Beginning in FY 2017, these areas have been merged and categorized by the National Program Elements as described in [49 CFR 350.109](#). This change is intended to streamline and incorporate this information into one single area of the CVSP based upon activity type.

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 current and past two fiscal years using the State Quarterly Report and CVSP Data Dashboard, and/or the CVSP Toolkit on the A&I Online website. The Data Dashboard is also a resource designed to assist the State with preparing their MCSAP-related quarterly reports and is located at: <http://ai.fmcsa.dot.gov/StatePrograms/Home.aspx>. 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

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 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.

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	50		0.0250
01/01/2018	12/31/2018	58		0.03
01/01/2017	12/31/2017	51		0.0270
01/01/2016	12/31/2016	50		0.0270
01/01/2015	12/31/2015	55		0.03

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	0		0
01/01/2018	12/31/2018	0		0
01/01/2017	12/31/2017	1		0.0010
01/01/2016	12/31/2016	0		0
01/01/2015	12/31/2015	1		0.0010

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	0		0
01/01/2018	12/31/2018	1		0.0010
01/01/2017	12/31/2017	1		0.0010
01/01/2016	12/31/2016	2		0.0010
01/01/2015	12/31/2015	0		0

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

Source: Oregon Department of Transportation Crash and Analysis Reporting Unit. Capture Date: June 26, 2020 Note: Some differences exist between Oregon's fatal crash data reflected in this plan and that found in FMCSA's A&I Crash Query Tool. It appears that at least some, if not all, the differences may be because FMCSA numbers include data from crashes involving vehicles over which ODOT has no authority (i.e., Government plated vehicles). Regardless, Oregon as the state-of-record believes its numbers to be the most accurate.

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

During the years listed above, the Oregon Department of Transportation was not receiving funding from the MCSAP program, so no MCSAP specific goals were established. However, the Commerce and Compliance Division did set a goal of a 1% reduction in truck at fault crashes during each year listed above (bus & hazmat vehicles would be encompassed in that goal).

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.

Crashes are a multi-variable problem, with several factors impacting CMV safety. These include:

- **Population Growth and Congestion:** Oregon has been experiencing a large influx of new residents for several years. According to Portland State University's Population Research Center, 41,100 new residents moved to Oregon between 2018 and 2019 alone. Predictions are that this trend will continue for several years, barring changes related to the COVID-19 pandemic. The expanding volume of vehicles (both CMV's and non-CMV's), along with the attendant miles traveled, have had an exponential effect on traffic congestion, particularly in larger metropolitan areas of the state, as well as on safety.
- **Extreme Weather:** Weather conditions vary from year to year. In bad weather years, Oregon experiences increased numbers of crashes, particularly at the higher elevations of I-5 and I-84. The impact of climate change may add to the frequency and severity of extreme and hazardous road conditions.
- **Construction Investment:** Oregon has been performing an unprecedented amount of road and bridge construction over the last few years, which will continue under the \$5.8 billion investment provided in state House Bill 2017. Our Safety and Mobility programs are under pressure to support motor carrier movement while meeting the needs of local communities where the priority is on "livability" needs such as traffic calming and bike and pedestrian infrastructure.
- **Driver Behavior:** As is the case throughout the country, driver behavior continues to be the primary cause of truck at fault crashes. Distracted driving (for passenger as well as CMVs) and a growing proportion of new CDL holders are just some of the challenges affecting driver competence and transportation safety.

Oregon's efforts to reduce truck crashes, serious injuries and fatalities must cope with these challenges, meaning our programs and collaboration with other ODOT divisions, partner agencies (e.g. Oregon State Police), the trucking industry and individual drivers must be continually reviewed and fostered in striving toward continual improvement.

Enter the data source and capture date:

Oregon Department of Transportation Crash and Analysis Reporting Unit. Capture Date: June 26, 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 4 percent.

Fiscal Year	Annual Crash Reduction Goals
2021	1
2022	1
2023	1

The goal for 2021 through 2023 is to reduce total truck at-fault crashes by 1% each year. Beyond these specific numerical goals, ODOT is focused on examining and reducing all CMV-involved crashes to improve the overall safety of the traveling public.

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.

Our research shows that the leading causes of truck-at-fault crashes are related to CMV driver behaviors, especially excess speed. As a result, our program places heavy emphasis on the driver. We ensure staff are trained to do full reviews of driver logs and have drug/alcohol detection training. While our staff are not able to directly affect the speed problem, we will work with law enforcement partners to conduct enforcement/inspection activities and to conduct educational outreach, both proven countermeasures to this type of traffic problem.

Oregon will continue focusing on year-round inspections. While a great deal of emphasis is placed along the state's three main truck routes (I-5, I-84 and Hwy 97), inspections are performed at ODOT's many scales along rural routes during the day. In addition, an elite team known as "Shift4" often covers specific rural scales at night to inspect during special hours of service operations.

In addition to performing day to day inspections, special Hours of Service Operations will be conducted each year, running for 5 to 6 consecutive days each, involving 20 to 30 of the State's top inspectors working around the clock staffing alternating weigh-stations in 13 key locations. Oregon State Police will be invited to join these operations and the Washington State Police will be given advanced notice when such operations are held. Although not always feasible, Washington and Oregon try to conduct one joint 'hours of service' focused operation each year.

In an effort to decrease crashes caused by bad weather—one of the main factors in CMV-involved crashes in Oregon—chain enforcement operations will take place during every major storm. Warnings will be sent to Variable Message Signs announcing bad weather conditions and the need for chains. Four to five ODOT Motor Carrier Enforcement Officers will participate on every shift and ticket drivers operating without chains. Officers will also work to keep trucks moving and not bunching up at chain-up-area choke points posing serious dangers to traffic coming up from behind.

(Note: No MCSAP funds will be used for chain enforcement operations unless inspections are conducted. Typically, for safety reasons, inspections are not performed during inclement weather.)

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 MCSAP Manager will utilize FMCSA's approved quarterly reporting forms to report activity status, outcomes, and grant expenses no later than 30 days after the end of each federal fiscal quarter during the multiyear reporting cycle

Once all data is collected, CCD will compare each quarter's crash numbers with those of the previous year's during the corresponding quarter and adjust our activities accordingly. Since there is always a substantial time lag in the receipt of crash reports from motor carriers, quarterly comparisons will be analyzed and reported in the FMCSA's approved annual report for Oregon.

Ongoing/non-quarterly monitoring efforts include:

- Results of every Special Hours of Service Operation will be monitored daily during the operation and a final tally will be recorded.
- Results of chain enforcement operations will be collected and reported to CCD headquarters after each major storm.

Part 2 Section 3 - Roadside Inspections

In this section, provide a trend analysis, an overview of the State's roadside inspection program, and projected goals for FY 2021 - 2023.

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	9439	6326	5873	4166	3658
Level 2: Walk-Around	17014	16055	17765	18395	16710
Level 3: Driver-Only	12369	10038	10420	8363	8400
Level 4: Special Inspections	0	5	0	0	0
Level 5: Vehicle-Only	697	426	340	413	464
Level 6: Radioactive Materials	0	0	0	0	0
Total	39519	32850	34398	31337	29232

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 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.

ODOT staff (Safety Investigators and Motor Carrier Enforcement Officers) conduct all levels of inspections at weigh-stations throughout Oregon along major highways and rural routes. Hazardous materials inspections are also conducted at those locations. Safety Investigators not only perform inspections at scales, they also conduct Level V inspections at carriers' places of business during comprehensive reviews. Oregon State Police Troopers and officers from city and county law enforcement agencies throughout the state conduct roadside inspections, primarily Level 2s. Bus inspections are also conducted by Safety Investigators at motor carriers' terminals and destination locations.

Because of Oregon's ongoing emphasis on passenger safety, ODOT's terminal bus inspection program was developed to address the state's almost complete lack of destination locations. Essentially, Oregon has only two destinations that receive enough bus traffic to warrant an event. Additionally, with recent changes in bus traffic, the state has only one bus station, serviced by a single carrier, where motor coaches can be inspected.

A distinct advantage to terminal inspections is the ability to safely conduct full Level V inspections to evaluate the entire vehicle. Oregon's primary destination locations do not have safe Level 1 inspection areas. Whenever possible, terminal inspections are coordinated internally (without carrier knowledge) to coincide with upcoming destination events where unannounced Level II or III inspections will be performed. As a result, some buses benefit from 2 inspections in one year, thus providing a better picture of the motor carrier's true safety posture. Oregon's ongoing aim is to conduct terminal inspections with no more than 48 hours' notice to the carrier. In situations where more lead time becomes inevitable, Oregon will use State funds.

eRODS: Oregon inspectors are trained in the use of eRODS and instructed to use that software for all inspections. Inspectors walk drivers who do not understand how to use Webservices through the process to ensure as many successful data transfers are completed as possible. Oregon is currently in FMCSA's Green category but not at the goal of 85% yet. Inspectors will continue to insist each driver transmit via Webservices and help any driver encountering difficulties doing so. Inspection schools will stress the importance of this to students.

MCSAP Manager will utilize FMCSA's approved quarterly reporting program to monitor and report inspection activity.

The COVID-19 situation has negatively impacted Oregon's inspection program a great deal. After a substantial drop-off in numbers during April, 2020, ODOT and law enforcement staff have slowly been returning to inspections again. Some inspectors are still uncomfortable resuming those duties. Should future COVID-19 spikes hit the United States in FFY 2021, inspections numbers will undoubtedly be impacted. The situation is also making training difficult as attending classes often requires flying out of state. Most staff are uncomfortable flying during this crisis. Predicting the actual impact on overall production is not feasible at this time. The FFY2021 inspection projections below are based on the production trend currently being experienced this year.

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 2021, 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: ODOT CCD

Enter the total number of certified personnel in the Lead agency: 100

Projected Goals for FY 2021 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1750	250	4	2004	23.41%
Level 2: Walk-Around	3000	250	25	3275	38.25%
Level 3: Driver-Only	3000	15	3	3018	35.25%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only	100	35	130	265	3.10%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Lead Agency	7850	550	162	8562	

MCSAP subrecipient agency

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

Subrecipient is: OREGON CITY POLICE
DEPARTMENT

Enter the total number of certified personnel in this funded agency: 1

Projected Goals for FY 2021 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	0.00%
Level 2: Walk-Around	32			32	100.00%
Level 3: Driver-Only				0	0.00%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only				0	0.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	32	0	0	32	

Subrecipient is: CLACKAMAS COUNTY SHERIFF

Enter the total number of certified personnel in this funded agency: 2

Projected Goals for FY 2021 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	0.00%
Level 2: Walk-Around	64			64	100.00%
Level 3: Driver-Only				0	0.00%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only				0	0.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	64	0	0	64	

Subrecipient is: PORTLAND POLICE DEPARTMENT

Enter the total number of certified personnel in this funded agency: 4

Projected Goals for FY 2021 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	0.00%
Level 2: Walk-Around	128			128	100.00%
Level 3: Driver-Only				0	0.00%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only				0	0.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	128	0	0	128	

Subrecipient is: MULTNOMAH COUNTY SHERIFF

Enter the total number of certified personnel in this funded agency: 1

Projected Goals for FY 2021 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	0.00%
Level 2: Walk-Around	32			32	100.00%
Level 3: Driver-Only				0	0.00%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only				0	0.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	32	0	0	32	

Subrecipient is: WEST LINN POLICE DEPARTMENT

Enter the total number of certified personnel in this funded agency: 4

Projected Goals for FY 2021 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	0.00%
Level 2: Walk-Around	128			128	100.00%
Level 3: Driver-Only				0	0.00%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only				0	0.00%
Level 6: Radioactive Materials				0	0.00%
Sub-Total Funded Agencies	128	0	0	128	

Non-Funded Agencies

Total number of agencies:	20
Enter the total number of non-funded certified officers:	392
Enter the total number of inspections projected for FY 2021:	6600

Summary

Projected Goals for FY 2021 - Roadside Inspections Summary

Projected Goals for FY 2021 Summary for All Agencies					
MCSAP Lead Agency: ODOT CCD					
# certified personnel: 100					
Subrecipient Agencies: CLACKAMAS COUNTY SHERIFF, MULTNOMAH COUNTY SHERIFF, OREGON CITY POLICE DEPARTMENT, PORTLAND POLICE DEPARTMENT, WEST LINN POLICE DEPARTMENT					
# certified personnel: 12					
Number of Non-Funded Agencies: 20					
# certified personnel: 392					
# projected inspections: 6600					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1750	250	4	2004	22.40%
Level 2: Walk-Around	3384	250	25	3659	40.90%
Level 3: Driver-Only	3000	15	3	3018	33.74%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only	100	35	130	265	2.96%
Level 6: Radioactive Materials				0	0.00%
Total ALL Agencies	8234	550	162	8946	

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.

The overwhelming majority of Oregon inspectors are law enforcement officers who must conduct inspections roadside, typically in spots unsafe to perform full Level 1 inspections. Instead, those officers conduct Level 2 inspections. Of course, Level 2's include inspection of the driver, so the focus on drivers is as prevalent as it would be with Level 3 inspections.

Note: States in Year 2 or Year 3 of a multi-year plan cannot edit the table shown below. It should be used as a reference.

Projected Goals for FY 2022 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	16000	384	11116	27500
Enter total number of certified personnel	100	12	392	504
Projected Goals for FY 2023 Roadside Inspections				
Enter total number of projected inspections	16000	384	11500	27884
Enter total number of certified personnel	100	12	392	504

Part 2 Section 4 - Investigations

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 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	333	270	230	276	289
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	0	0
CSA On-Site Comprehensive	0	0	0	0	0
Total Investigations	333	270	230	276	289
Total Security Contact Reviews	0	0	0	5	6
Total Terminal Investigations	0	0	0	0	0

Investigative Types - Intrastate	2015	2016	2017	2018	2019
Compliance Investigations	184	114	102	115	107
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	0	0
CSA On-Site Comprehensive	0	0	0	0	0
Total Investigations	184	114	102	115	107
Total Security Contact Reviews	0	0	0	2	3
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	227	97	248	106	300	120
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	0	0	0	0	0	0
CSA On-Site Comprehensive	0	0	0	0	0	0
Total Investigations	227	97	248	106	300	120
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.

Oregon has historically had an extremely robust carrier investigation program. Not only do investigators conduct thorough reviews, they also devote a great deal of time to educating the carriers they audit. Though time consuming, this is done to promote future compliance in a positive proactive fashion as opposed to simply handing carrier officials reports of their violations. Our investigation capacity has been impacted in recent years, however, by a wave of retirements which not only took away resources, but also require experienced investigators to spend time training new employees. The new people in turn take time to become fully proficient. Additionally, New Carrier Entrant audits will be added to our portfolio and will likely have an impact on the number of inspections and investigations. As a new challenge, the COVID-19 situation is slowing investigations as it takes more time and multiple attempts to get carriers to provide needed documents. Our goals for investigations reflect these constraints as well as our intention to rebuild over the coming years—though we expect some impacts will continue as over 30 percent of the agency's workforce is eligible for retirement. Oregon performs few Focused Reviews, and no Off-Site Reviews. This is because our investigators must investigate a carrier's full compliance posture and record all relevant violations in order to proceed with enforcement during subsequent reviews. Focused reviews are typically used when a carrier has been seen multiple times and only has one or two issues left that need to be followed up on.

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

When fully staffed, the Commerce and Compliance Division (CCD) of the Oregon Department of Transportation has 30 full time equivalent employees conducting investigations and truck inspections. Of this number, four staff member are Lead workers who identify carriers needing investigation and assign those to individual investigators.

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.

Oregon's 30 investigators will conduct comprehensive investigations as part of the state's efforts to reduce truck at fault crashes by 3% over the course of the 2021-2023 grant cycle. Depending on position and extra duties (i.e., New Hire training), investigators will be required to complete specific numbers of investigations per year. Investigator performance will be measured by whether goals are met. Investigations and NCE Audits will be tracked in the CCD database to monitor progress. Totals are available at all times. The division's four Lead workers carefully review all investigators' AIM

documents for errors before closeouts/critiques are held with carriers and the finalized documents are uploaded to the FMCSA. The unit's two managers monitor both production and quality.

Part 2 Section 5 - Traffic Enforcement

Traffic enforcement means documented enforcement activities of 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).

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		
01/01/2019	12/31/2019	11405	0
01/01/2018	12/31/2018	12787	0
01/01/2017	12/31/2017	12079	0
01/01/2016	12/31/2016	10281	0
01/01/2015	12/31/2015	10833	0

☒ **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.**

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

Safetynet Capture Date: June 26, 2020

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](#).

Oregon law enforcement agencies are not currently compensated via the MCSAP program. However, there are currently 404 officers across the state who conduct CMV traffic enforcement stops accompanied by an inspection. The stops are based on probable cause. Due to the huge budget shortfalls currently being experienced by all Oregon agencies, there is concern that officer positions may be eliminated to balance various law enforcement agency budgets. Should this happen, inspection numbers will inevitably decrease. Further, if there are future COVID-19 infection spikes in FFY 2021, it should be expected that inspection numbers will drop as a result. It is impossible to predict the effect on inspection numbers.

Law enforcement numbers are also subject to change based on how quickly officers can attend training and become re-certified. Oregon is striving to complete this as soon as possible in order to meet goals.

Note: (Citations & Warnings) ODOT did not have a system in place to track this data in previous years. The Agency is working to develop one now.

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 2004/2005 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	7000	8000	8000
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection			
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV			
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	2000	2000	2000

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, carrier investigations, and new entrant safety audits conducted in the State for Fiscal Years 2004 and 2005.

The table below displays the information you input into this plan from the roadside inspections, investigations, and new entrant safety audit sections. Your planned activities must at least equal the average of your 2004/2005 activities.

FY 2021 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2021 Activities	Average 2004/05 Activities
15546	324	735	16605	53545

The sum of your planned FY 2021 safety activities must equal or exceed the average number of 2004/2005 activities. To be reimbursed for non-CMV traffic enforcement activities, update the number of FY 2021 roadside inspections, investigations, and/or new entrant safety audits to reflect the allowable amount.

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

Oregon law enforcement agencies conduct non-CMV traffic enforcement stops and CMV traffic enforcement stops without inspections. However, no MCSAP funds are anticipated to be used for such stops.

Part 2 Section 6 - Safety Technology

Performance and Registration Information Systems Management (PRISM) is a condition for MCSAP eligibility in [49 CFR 350.207\(27\)](#). States must achieve full participation by October 1, 2020. 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 Spending Plan section 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 CVISN Compliant	Yes
PRISM	Full Participation	Yes

Available data sources:

- [FMCSA website ITD information](#)
- [FMCSA website PRISM information](#)

Enter the agency name responsible for ITD in the State, if other than the Lead MCSAP Agency: ODOT CCD

Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency: ODOT CCD

Narrative Overview for FY 2021 - 2023

Problem Statement Narrative and Projected Goal:

If the State’s PRISM compliance is less than full participation, describe activities your State plans to implement to achieve full participation in PRISM.

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

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

CCD maintains monthly reports for all performance measures requested and includes capabilities for ad hoc reporting.

Part 2 Section 7 - Public Education and Outreach

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.

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	517	384	332	391	396
CMV Safety Belt Education and Outreach					
State Trucking Association Meetings	2	2	1	2	4
State-Sponsored Outreach Events	3	5	7	8	10
Local Educational Safety Events					
Teen Safety Events					

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.

The guiding philosophy of CCD's safety enhancement efforts is to achieve results through *education* first. While we take swift action to address non-compliance, we realize that sustained improvement arises from continually informing driver and carrier knowledge, understanding and practices.

In keeping with this philosophy, all Oregon investigators are trained to provide detailed educational outreach/training during every investigation. Not only do they discuss all relevant parts of the Federal Motor Carrier Safety Regulations (FMCSRs) in detail and answer all questions, they take each opportunity to provide carriers with the Oregon New Carrier Entrant package—which is also relevant for veteran carriers. A major portion of the package is devoted to all safety rules applicable to CMV carriers. This section is written in a plain, clear fashion and includes specific references to the relevant FMCSR cites.

Other key activities include:

- Upon request, CCD staff present CMV safety talks to large groups such as the Oregon Trucking Association, motor carriers, and other industry stakeholders focused on compliance.
- Meetings of the ODOT Motor Carrier Transportation Advisory Committee are held every other month. These meetings include representatives from various sectors of Oregon's trucking community, and are open to all interested parties.
- The Division also hosts regular Open Houses around the state where CCD Safety, Registration, and Motor Carrier Enforcement staff are on hand to answer industry questions regarding safety regulations, size and weight laws, registration issues, and over-dimension requirements.

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	324	354	420
<input type="radio"/>	<input checked="" type="radio"/>	CMV Safety Belt Education and Outreach			
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	4	4	4
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	4	4	4
<input type="radio"/>	<input checked="" type="radio"/>	Local Educational Safety Events			
<input type="radio"/>	<input checked="" type="radio"/>	Teen Safety Events			

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.

Motor Carrier safety talks will be measured by the number of investigations conducted. State trucking association presentations will be reported along with the duration and number of attendees. At the conclusion of the CCD Open House events, carriers will be surveyed to determine if the forums were beneficial to carriers and whether attendees have content suggestions for future Open Houses.

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

The FAST Act allows MCSAP lead agencies to use MCSAP funds for Operations and Maintenance (O&M) costs associated with Safety Data Systems (SSDQ) if 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.).

Technology Program	Current Compliance Level	Include O & M Costs?
SSDQ	Good	Yes

Available data sources:

- [FMCSA website SSDQ information](#)

Enter the agency name responsible for DQ in the State, if other than the Lead MCSAP Agency:

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 Category	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	Good	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.

June 30, 2020

Narrative Overview for FY 2021 - 2023

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

Oregon's overall compliance level is "Good." However, the crash timeliness category is currently "Fair." ODOT is working to resolve this internal issue which results from delayed reporting by the DMV of accidents involving CMVs.

The Motor Carrier Crash Reports (MCCR) are required to be filed with the State of Oregon and are collected by the Department of Motor Vehicles (DMV) and forwarded to the ODOT Crash Analysis and Reporting unit. In the Oregon Commercial Vehicle Safety Plan we identify the goal to maintain Oregon's rating for Crash Reporting at a Good rating (90% and above). Oregon maintains an exemplary CMV crash database, but it can only be as accurate, complete and timely as the reports submitted by motor carriers, law enforcement agencies and DMV. The ODOT Crash Analysis and Reporting Unit continues to work with DMV to reduce the time it takes to process crash reports and forward them to the ODOT Crash Analysis and Reporting Unit. In the past 4 months Oregon has accelerated and maintained a 98% average measure in Crash Timeliness and is working hard to reach and then maintain the Good category.

Program Activities FY 2021 - 2023: Describe activities that will be taken to maintain a "Good" overall SSDQ rating. These activities should include all measures listed in the table above. Also, describe program activities to achieve

a “Good” rating for all SSDQ measures based upon the Problem Statement Narrative including measurable milestones.

CCD is working to have the Motor Carrier Crash Report form (required for federally reportable crashes) available on the Division's Trucking-On-Line website. Motor carriers will be able to complete the report on-line where it will then be forwarded to the Policy, Data and Analysis Division for inclusion in its crash database which, in turn, uploads to FMCSA.

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

Success will be reflected in a Timeliness rating of “Good.”

Part 2 Section 9 - New Entrant Safety Audits

States must conduct interstate New Entrant safety audits in order to participate in the MCSAP ([49 CFR 350.201](#).) 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.

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 type="radio"/>	<input checked="" 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	0	0	0	0	0
Intrastate	0	0	0	0	0
Total Audits	0	0	0	0	0

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:

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: The Statutory time limit for processing and completing interstate safety audits is: If entry date into the New Entrant program (as shown in FMCSA data systems) October 1, 2013 or later, a safety audit must be completed within 12 months for all motor carriers and 120 days for motor carriers of passengers.

Projected Goals for FY 2021 - 2023

For the purpose of completing the table below:

- **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.).

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)	120	0	130	0	130	0
# of Safety Audits (Offsite)	615	0	670	0	670	0
# Group Audits	0	0	0	0	0	0
TOTAL Safety Audits	735	0	800	0	800	0
# of Non-Audit Resolutions	0	0	0	0	0	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.

Currently, Oregon is not receiving MCSAP funding and not conducting NE Audits. If FFY2021 funding is granted, CCD will develop an NE program. Beginning October 1, 2020, the division will arrange training and begin performing audits soon thereafter. We intend to train all our investigators to perform these with the objective of completing audits before their expiration dates. It's unclear at the time of this writing what effect the COVID-19 pandemic will have on this training. CCD has approximately 30 investigators needing the training. In normal times, Oregon would host one large class to train everyone. However, with distancing requirements and air travel concerns, training may involve several classes. The number of new interstate entrants in Oregon has been growing exponentially over the last two years (53%). This makes estimating how many audits will need to be performed extremely difficult. Further, much depends on the status of the audit list when FMCSA staff turn the program over to the CCD unit in FFY2021. If the state inherits a large number of overdue audits, it may hamper CCD's ability to keep ahead of the volume depending on the pace of future growth. However, it's hoped that the flexibility of offsite NESAs and farm certification letters will help the Division keep on top of the work load.

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.

All Oregon investigators will be required to conduct New Entrant Safety Audits. Group audits are not currently planned.

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.

Performance of NE Audits will be measured by how many audits are completed by each investigator quarterly and annually.

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

Instructions:

FMCSA has established an Out-of-Service (OOS) catch rate of 85 percent for carriers operating while under an 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.

Narrative Overview for FY 2021 - 2023

Enter your State's OOS Catch Rate percentage if below 85 percent: 84%

Projected Goals for FY 2021 - 2023: Enter a description of the State's performance goals.

Fiscal Year	Goal (%)
2021	85
2022	85
2023	85

Oregon's catch rate for 2019 fell only marginally short of 85%. The majority of inspections are conducted by ODOT inspectors who have access to various databases that alert them to OOS carriers. However, law enforcement inspectors have not had such access. This is primarily where the occasional miss occurs. Oregon has been in the process of providing access to Query Central access for those officers via FMCSA's Portal. Officers now have access and will soon receive training with an implementation date of October 1, 2020.

Program Activities for FY 2021 - 2023: Describe policies, procedures, and/or technology that will be utilized to identify OOS carriers at roadside. Include how you will conduct quality assurance oversight to ensure that inspectors are effectively identifying OOS carriers and preventing them from operating.

The rollout of FMCSA Portal access to law enforcement officers will continue so all those inspectors will be able to identify OOS carriers during inspections. Further, officers will receive training on how to identify carriers operating under federal out-of-service orders. Commerce and Compliance staff will monitor reports of any missed catches and follow up with the investigator involved.

Performance Measurements and Monitoring: Describe all performance measures and how the State will conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.

The number of inspections performed on OOS carrier vehicles will be compared to the number of vehicles caught and placed out-of-service for violating the federal OOS order. CCD staff will monitor results and follow up with inspectors who fail to catch out-of-service carriers operating at time of inspection.

Part 3 Section 2 - Passenger Carrier Enforcement**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**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

Instructions:

The State may include additional objectives from the national priorities or emphasis areas identified in the NOFO 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.

State Objective #1

Enter the title of your State-Identified Objective.

Law Enforcement Enhancement in High Crash Corridors.

Narrative Overview for FY 2021 - 2023

Problem Statement Narrative: Describe problem identified by performance data including baseline data.

Oregon has been working with law enforcement and researchers at Oregon State University to study the effect of law enforcement presence on truck at fault crashes along the high truck crash corridor of I-205 which runs south and east of Portland. The first phase documented a direct correlation between the presence of law enforcement and a reduction in crashes. The second phase of the study was to determine the rate on the investment in enforcement activities. In other words: How much time and staffing should we and our law enforcement partners devote in order to optimize the benefit of their presence on crash reduction? We are continuing with this research in collaboration with law enforcement to focus on the high truck crash corridor of I-205. If we continue to see positive results, we will look for opportunities to expand this to other high crash corridors. Our success will depend upon our partners, their staffing capacity and ability to work with us.

Projected Goals for FY 2021 - 2023:

Enter performance goal.

The goal of the Motor carrier Safety program is to reduce truck at fault crashes. The study has proven to be effective on the I-205 corridor, resulting in a reduction of truck at fault crashes when law enforcement conduct inspections on commercial motor vehicles stopped for traffic violations such as speeding, reckless driving and improper lane changes. CCD would like to duplicate these same results on additional high-risk corridors in Oregon, resulting in lower truck at fault crashes.

Program Activities for FY 2021 - 2023: Describe the activities that will be implemented including level of effort.

Oregon will: Continue to study and utilize the research gleaned from the results of this program; seek to expand its law enforcement presence along other data supported high truck at fault crash corridors; and, conduct outreach to law enforcement in chosen corridor to add partners that can perform stops and inspections at the optimum level identified by the research. Should outcomes and resources allow, Oregon will seek to add at least one law enforcement partner to high crash portions of the State's three main truck routes (I-5, I-84, and US-97).

Performance Measurements and Monitoring: Describe all performance measures and how the State will conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.

The research, and any follow-on actions, will be measured by comparing rates of truck at fault crashes on targeted routes at varying levels of law enforcement presence and activity.

State Objective #2

Enter the title of your State-Identified Objective.

Human Trafficking Education & Awareness

Narrative Overview for FY 2021 - 2023**Problem Statement Narrative: Describe problem identified by performance data including baseline data.**

The Oregon Department of Human Services (DHS) identified 750 victims of human trafficking in Oregon during 2019. According to ABC affiliate KDRV, Oregon police encounter 3-5 victims of human trafficking per week (80% women & 50% children). The I-5 corridor is a mainline route for human trafficking and Portland reportedly has the second highest incidence of forced child prostitution in the United States.

Projected Goals for FY 2021 - 2023:**Enter performance goal.**

ODOT will focus efforts on educational outreach to all ODOT personnel who have a roadside presence, including motor carrier, highway maintenance, project delivery and contracted staff. ODOT will also make this outreach available to our law enforcement partners throughout the state. The purpose of this outreach is to educate individuals who work roadside to recognize the indicators of human trafficking and proper protocols for reporting in order to reduce the number of victims in Oregon.

Program Activities for FY 2021 - 2023: Describe the activities that will be implemented including level of effort.

ODOT will plan and coordinate two Truckers Against Trafficking (TAT) educational presentations to be held throughout the state and varied locations each year. Trainings may be conducted in person or via webinar depending on COVID-19 restrictions. CCD will communicate the value of the TAT training through its internal newsletter, outreach to law enforcement and providing information during our industry outreach venues. All Port of Entries will have TAT information readily available to all drivers.

Performance Measurements and Monitoring: Describe all performance measures and how the State will conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.

ODOT will conduct two TAT presentations each year, ensuring presentations are conducted at varied locations for greatest outreach opportunity. CCD will monitor and record the number of TAT training presentations completed each year along with capturing data on attendees. Ensure 100% of all CCD Safety and Enforcement new-hires receive TAT training within 1 year of hire date in order to assist in the identification of potential traffickers and immediate contact of proper authorities.

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 2021 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. Federal share is 85 percent of the total project costs for this FMCSA grant program.
- **State Share** means the portion of the total project costs paid by State funds. State share is 15 percent of the total project costs for this FMCSA grant program. A State is only required to contribute up to 15 percent of the total project costs of all budget categories combined as State share. A State is NOT required to include a 15 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 an 85 percent Federal share and 15 percent State share automatically and populates these

values in each line. Federal share is the product of Total Project Costs x .85. State share equals Total Project Costs minus Federal share. If Total Project Costs are updated based upon user edits to the input values, the 85 and 15 percent 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 insure 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 the FMCSA limit.
- Planned MOE Costs equal or exceed FMCSA limit.
- States' proposed Federal and State share totals are each within \$5 of FMCSA's Federal and State share estimated amounts.
- Territories' proposed Total Project Costs are within \$5 of \$350,000.

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85.01% Federal Share	14.99% State Share	Total Estimated Funding
Total	\$4,004,991.00	\$706,708.00	\$4,711,699.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	\$706,708.00
MOE Baseline:	\$2,040,035.14

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.

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 14.99 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 14.99 percent limitation as provided in the MCP. Any deviation from the 14.99 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 (14.99% of MCSAP Award Amount):	\$706,708.00
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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
Principle Exec Manager E	1	10.0000	\$110,124.00	\$11,012.40	\$9,361.64	\$1,650.76	\$44,049.60
Principle Exec Manager D	2	25.0000	\$99,984.00	\$49,992.00	\$42,498.20	\$7,493.80	\$149,976.00
Compliance Spec 1	1	0.0000	\$59,376.00	\$0.00	\$0.00	\$0.00	\$59,376.00
Compliance Spec 2	27	20.0000	\$66,617.00	\$359,731.80	\$305,808.00	\$53,923.80	\$1,438,927.20
Compliance Spec 3	8	20.0000	\$86,904.00	\$139,046.40	\$118,203.34	\$20,843.06	\$556,185.60
Support Specialist 8600036	1	0.0000	\$42,756.00	\$0.00	\$0.00	\$0.00	\$42,756.00
Analyst 8600500	1	0.0000	\$42,756.00	\$0.00	\$0.00	\$0.00	\$42,756.00
MCEO 1	62	7.0000	\$49,928.00	\$216,687.52	\$184,206.06	\$32,481.46	\$0.00
MCEO 2	13	7.0000	\$55,494.00	\$50,499.54	\$42,929.66	\$7,569.88	\$0.00
Facility Analyst 8600714	1	30.0000	\$54,108.00	\$16,232.40	\$13,799.16	\$2,433.24	\$0.00
IFTA/IRP Manager 2201020	1	25.0000	\$86,496.00	\$21,624.00	\$18,382.56	\$3,241.44	\$0.00
Reg. Program Coordinator 8600109	2	10.0000	\$55,698.00	\$11,139.60	\$9,469.77	\$1,669.83	\$0.00
Vehicle Regs Analyst 8600748	1	10.0000	\$49,140.00	\$4,914.00	\$4,177.39	\$736.61	\$0.00
Training Coordinator 8600051	1	35.0000	\$86,904.00	\$30,416.40	\$25,856.98	\$4,559.42	\$0.00
Budget & Fiscal Coordinator 8600575	1	5.0000	\$95,304.00	\$4,765.20	\$4,050.90	\$714.30	\$0.00
Technical Coordinator 1719082	1	10.0000	\$56,724.00	\$5,672.40	\$4,822.11	\$850.29	\$0.00
MC Services Section Manager 8600779	1	5.0000	\$78,504.00	\$3,925.20	\$3,336.81	\$588.39	\$0.00
Subtotal: Salary				\$925,658.86	\$786,902.58	\$138,756.28	\$2,334,026.40
Overtime Project Costs							
Compliance Spec 2	27	50.0000	\$6,700.00	\$90,450.00	\$76,891.54	\$13,558.46	\$90,450.00
Compliance Spec 3	8	50.0000	\$8,700.00	\$34,800.00	\$29,583.48	\$5,216.52	\$34,800.00
MCEO1	62	7.0000	\$5,200.00	\$22,568.00	\$19,185.06	\$3,382.94	\$0.00
MCEO 2	13	7.0000	\$6,300.00	\$5,733.00	\$4,873.62	\$859.38	\$0.00
Subtotal: Overtime				\$153,551.00	\$130,533.70	\$23,017.30	\$125,250.00
TOTAL: Personnel				\$1,079,209.86	\$917,436.28	\$161,773.58	\$2,459,276.40
Accounting Method:	Cash						

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

41 safety staff work full-time on and exclusively on MCSAP activities. The three managers provide administration of Oregon's Motor Carrier Safety Action Plan (100%) The Compliance Specialists perform compliance reviews, motor vehicle inspections, educational presentation and training and safety audits (100%). The Office Specialist and Administrative Specialist provide support to the compliance specialists and managers (100%).

In addition to the Safety staff, 75 Motor Carrier Enforcement Officers receive commercial motor vehicle inspection training and each perform 120 inspections annually (approximately 7% of their duties). When receiving inspection training or performing vehicle inspections actual payroll and benefit costs are charged to the Safety program. Indirect rates are not used.

Nine positions will provide support for data collection, financial and clerical support, and supervision.

These positions support the mission of the Commerce and Compliance Division of the Oregon Department of Transportation to promote a safe, efficient and responsible commercial transportation industry.

These positions also support four of the five national program element activities:

- a) Driver/vehicle inspections.
- b) Compliance reviews
- c) Public education and awareness
- d) Data collection

Note: The fifth nation program element activity, traffic enforcement, is supported by our city, county, and state law enforcement partners.

Detailed job descriptions are available for each of these positions. They describe the duties that are performed and the estimated % of time that is spent on each of these duties.

Total Salary Costs \$3,538,486.26

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 approved by the applicant's Federal cognizant agency for indirect costs. If using an approved rate, a copy of the indirect cost rate agreement must be provided 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 benefits, rate approved by HHS Statewide Cost Allocation or cognizant agency). Include a description of the specific benefits that are charged to a project and the benefit percentage or total benefit cost.

The cost of fringe benefits are allowable if:

- *Costs are provided under established written policies.*
- *Costs are equitably allocated to all related activities, including Federal awards.*
- *Accounting basis (cash or accrual) selected for each type of leave is consistently followed by the non-Federal entity or specified grouping of employees.*

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 each of these standard employer taxes, under Position you may list "All Positions," the benefits would be the respective standard employer taxes, followed by the respective rate with a base being the total salaries for Personnel in Part 4.2.*
- *The base multiplied by the respective rate would give the total for each standard employer tax. Workers' Compensation is rated by risk area. It is permissible to enter this as an average, usually between sworn and unsworn—any grouping that is reasonable and clearly explained in the narrative is allowable.*
- *Health Insurance and Pensions can vary greatly and can be averaged; and like Workers' Compensation, can sometimes be broken into sworn and unsworn.*

In the Position column include a brief position description that is associated with the fringe benefits.

*The **Fringe Benefit Rate** is:*

- *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.*
- *For example, your agency pays 7.65 percent for FICA, 42.05 percent for health/life/dental insurance, and 15.1 percent for retirement. The aggregate rate of 64.8 percent (sum of the three rates) may be applied to the salaries/wages of personnel listed in the table.*

*The **Base Amount** is:*

- *The salary/wage costs within the proposed budget to which the fringe benefit rate will be applied.*
- *For example, if the total wages for all grant-funded staff is \$150,000 and the percentage of time on the grant is 50 percent, then that is the amount the fringe rate of 64.8 (from the example above) will be applied. The calculation is: \$150,000 x 64.8 x 50% / 100 = \$48,600 Total Project Costs.*

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

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
Principle Exec Manager E	40.6500	10.0000	\$110,124.00	\$4,476.54	\$3,805.51	\$671.03	\$17,906.16
Principle Exec Manager D	42.2700	25.0000	\$199,968.00	\$21,131.61	\$17,963.98	\$3,167.63	\$63,394.86
Compliance Spec 1	54.3500	0.0000	\$59,376.00	\$0.00	\$0.00	\$0.00	\$32,270.85
Compliance Spec 2	51.1200	20.0000	\$1,798,658.70	\$183,894.86	\$156,329.02	\$27,565.84	\$735,579.46
Compliance Spec 3	44.9300	20.0000	\$695,231.60	\$62,473.51	\$53,108.73	\$9,364.78	\$249,894.04
Support Specialist 8600036	65.9000	0.0000	\$42,756.00	\$0.00	\$0.00	\$0.00	\$28,176.20
Analyst 8600500	65.9000	0.0000	\$42,756.00	\$0.00	\$0.00	\$0.00	\$28,176.20
MCEO 1	70.0700	7.0000	\$3,095,536.00	\$151,832.94	\$129,073.19	\$22,759.75	\$0.00
MCEO 2	64.0300	7.0000	\$721,422.00	\$32,334.85	\$27,487.86	\$4,846.99	\$0.00
Facility Analyst 8600714	57.2400	30.0000	\$54,108.00	\$9,291.42	\$7,898.64	\$1,392.78	\$0.00
IFTA/IRP Manager 2201020	45.0300	25.0000	\$86,496.00	\$9,737.28	\$8,277.66	\$1,459.62	\$0.00
Reg Program Coordinator 8600109	50.9400	10.0000	\$55,698.00	\$2,837.25	\$2,411.95	\$425.30	\$0.00
Vehicle Regs Analyst 8600748	60.5400	10.0000	\$49,140.00	\$2,974.93	\$2,528.99	\$445.94	\$0.00
Training Program Coordinator 8600051	44.9300	35.0000	\$86,904.00	\$13,666.08	\$11,617.53	\$2,048.55	\$0.00
Budget & Fiscal Coordinator 8600575	43.1400	5.0000	\$95,304.00	\$2,055.70	\$1,747.55	\$308.15	\$0.00
Technical Coordinator 1719082	55.7400	10.0000	\$56,724.00	\$3,161.79	\$2,687.84	\$473.95	\$0.00
MC Services Section Manager 8600779	47.1000	5.0000	\$78,504.00	\$1,848.76	\$1,571.63	\$277.13	\$0.00
TOTAL: Fringe Benefits				\$501,717.52	\$426,510.08	\$75,207.44	\$1,155,397.77

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

41 Safety staff work full-time on MCSAP activities. In addition to the Safety staff, 75 Motor Carrier Enforcement Officers each perform 120 inspections annually. Nine positions will provide support for data collection, financial and Clerical support, and supervision.

These positions support the mission of the Commerce and Compliance Division of the Oregon Department of Transportation to promote a safe, efficient and responsible commercial transportation industry.

These positions also support the four of the five national program elements activities:

- a) Driver/vehicle inspections.
- b) Compliance reviews
- c) Public education and awareness
- d) Data collection

Note: The fifth nation program element activity, traffic enforcement, is supported by our city, county, and state law enforcement partners.

Fringe benefits are the actual costs per employee and include: Medical/Dental/Life Insurance, Public Employees Retirement Benefits (PERS), and Social Security. The specific amount for Medical, PERS, and Social Security for each officer will be included in each voucher. Mass Transit Tax is excluded.

Total Fringe Benefits = \$1,657,115.29

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 §200.474](#).

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
HM Refresher Training (4)	1	20	100.0000	\$3,500.00	\$2,975.35	\$524.65	\$0.00
Special Operations (4)	5	20	100.0000	\$14,500.00	\$12,326.45	\$2,173.55	\$3,000.00
HM Training	1	10	100.0000	\$2,450.00	\$2,082.74	\$367.26	\$0.00
Inspection Training	12	10	100.0000	\$24,400.00	\$20,742.44	\$3,657.56	\$5,000.00
Inspection Training Refresher	100	2	100.0000	\$30,000.00	\$25,503.00	\$4,497.00	\$5,000.00
Annual MCSAP Meeting	2	5	100.0000	\$3,150.00	\$2,677.81	\$472.19	\$0.00
Misc. Travel (CRs, SAs, Inspections, Crew Meetings)	25	24	100.0000	\$80,000.00	\$68,008.00	\$11,992.00	\$25,000.00
TOTAL: Travel				\$158,000.00	\$134,315.79	\$23,684.21	\$38,000.00

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

Travel costs (lodging, air and ground travel, and meals and per diem) are for field work, professional meetings, safety training, and related travel. Training costs were calculated using the ODOT Financial Services Travel Desk Reference and based on the ODOT training schedule. All travel related expenditure follow the rules set down by federal and state statutes.

Travel related Oregon Revised Statutes, Oregon Accounting Rules, Oregon Account Manual, ODOT administrative Policies, and ODOT Financial and Accounting Standards Manual are available for review.

HM Refresher Training: All Oregon HM inspectors receive refresher training once per year to keep their HM skills sharp and identify any knowledge gaps. The trainings are often combined with an HM operation to promote instant hands-on refresher practice. *see table below*

Special Operations: Oregon holds special hours of service and hazardous material operations throughout the state. Hours of Service operations involve multiple scales along highways stretching across the entire state. Staff must travel to the various inspections sites to conduct these operations because local staffing resources are insufficient. Further, HM operations are held in areas where maximum HM traffic is found. This requires travel by some or all of the inspectors involved depending on their individual duty stations. *see table below*

HM Training: All CCD Safety Enforcement investigators must become certified in HM in order to conduct HM inspections roadside and as a NTC prerequisite to attending the ISA course. Some Motor Carrier Enforcement Officers also become certified in order to increase Oregon's HM inspection capabilities statewide. *see table below*

Inspection Training: All CCD Safety Enforcement investigators, Motor Carrier Enforcement Officers and various Law Enforcement officers require this training to ensure Oregon has an excellent inspection program that covers the entire state. Further, CCD investigators must be Level I certified as a prerequisite to attending ISA courses *see table below*

Inspection Training refresher: CCD refresher training is conducted all across Oregon to continuously add to inspectors' knowledge bases and to revisit past learning to verify that inspectors understand regulations and procedures correctly and are applying them uniformly *see table below*

Annual MCSAP Meeting: Attendees must travel to these meetings to learn FMCSA' plan for the relevant grant period and requirements expected of the states during the upcoming grant period. *see table below*

Misc. Travel (CRs, SAs, Inspections, Crew Meetings): Investigations (CRs, NCEs, etc.) and inspections take place all over Oregon. In order to investigate motor carriers, investigators often must travel long distances in order to physically interact with carrier officials. Staff are located all over the state and crew meetings may involve their travelling to a central point to attend crew meetings. *see table below*

	# of Staff	# of Days	Per diem	Lodging	Airfare	Total	85/15	MOE
HM Refresher Training	1	20	\$1,200	\$2,300		\$3,500	\$3,500	
Special Operations	5	20	6,000	11,500		17,500	14,500	3,000
HM Training	1	10	600	1,150	700	2,450	2,450	
Inspection Training	12	10	7,200	13,800	8,400	29,400	24,400	5,000
Inspection Training refresher	100	2	12,000	23,000		35,000	30,000	5,000
Annual MCSAP Meeting	2	5	600	1,150	1,400	3,150	3,150	
Misc. Travel:	25	24	36,000	69,000		105,000	80,000	25,000
			\$	\$	\$	\$	\$	\$
			63,600	121,900	10,500	196,000	158,000	38,000

Estimated Rates

Lodging	\$ 115
Meals	\$ 60
Airfare	\$ 700

Total Travel Costs \$196,000.00

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
Vehicles (i.e., vans, pickups, or passenger cars)	3	\$31,000.00	100	\$93,000.00	\$79,059.30	\$13,940.70	\$0.00
TOTAL: Equipment				\$93,000.00	\$79,059.30	\$13,940.70	\$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.

These vehicles will be used to transport staff and equipment for the purposes of doing truck inspections, compliance reviews, safety audit, and miscellaneous meetings in support of the Motor Carrier Safety Action Plan.

Fleet Services has developed a Fleet Condition Model to determine the condition of fleet equipment. This model, including business input from equipment users, is used as a factor in establishing the Biennial Fleet replacement Plan. The Fleet Replacement Plan is contingent on budget authorization and revenue availability.

Prior to the beginning of each biennium, Fleet services distributes the fleet replacement recommendations to the user. For light fleet the standard is 8 years/130,000 miles. The user then takes this information and incorporates ODOT business need into the process and produces a revised user recommended replacement plan. The Region, branch or section managers prioritize and return the requested information to Fleet services.

Fleet services then completes an evaluation of the proposed replacement for each piece of equipment and offers recommendations. The evaluation will consider historical costs, operating cost per mile/hour, mileage, age, equipment condition, utilization information, and available funding. Fleet services notifies the appropriate manager, identifying all equipment that will be submitted for replacement. The Evaluation information and recommendation for replacement is included in the notification. A meeting is scheduled to discuss the evaluation recommendations and obtain consensus with the region, branch or section. The final replacement plan will match funds available for biennial equipment purchases.

Total Equipment Cost \$93,000

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
Offices Supplies	12 Monthly	\$5,250.00	100.0000	\$63,000.00	\$53,556.30	\$9,443.70	\$0.00
Laptops	10 Each	\$2,048.00	100.0000	\$20,480.00	\$17,410.05	\$3,069.95	\$0.00
Other Services & Supplies	12 Monthly	\$3,750.00	100.0000	\$45,000.00	\$38,254.50	\$6,745.50	\$0.00
Portable Printer/Scanner All- in-One Units	6 Each	\$380.00	100.0000	\$2,280.00	\$1,938.22	\$341.78	\$0.00
TOTAL: Supplies				\$130,760.00	\$111,159.07	\$19,600.93	\$0.00

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

Office supplies for the 41 full time Safety staff average \$9,000 per month (\$220 per month/ per FTE). (items that are used up in the course of business) including but not limited to the following: batteries, bottled, water, highlighters, pens, penils, paper, Post-it notes, Staples, Stationery, toner. Office Supplies also includes, mail services, printing services, postage, and copier leases. Office supplies are 1005 used in support of MCSAP eligible activities.

Laptops ODOT has a 4 year replacement policy on computers and laptops.

Other Services and Supplies includes Port-a-Potties placed at remote scales for driver's use, safety supplies, and uniforms.

Portable printers will be used for MCSAP activities only. Because these printers are portable and used in the field, they have a short useful life before they break-down. ODOT does not have a standard replacement plan for them. They are replaced as-needed.

Total Supply Costs \$130,760

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.

Enter the DUNS or EIN number of each entity. There is a drop-down option to choose either DUNS or EIN, and then the State must enter the corresponding identification number.

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	DUNS/EIN Number	Instrument Type	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Clackamas County	EIN 936002286	Contract	100.0000	\$76,500.00	\$65,032.65	\$11,467.35	\$0.00
Description of Services: Traffic Enforcement with Truck Inspection							
West Linn Police	EIN 936002277	Contract	100.0000	\$76,500.00	\$65,032.65	\$11,467.35	\$0.00
Description of Services: Traffic Enforcement with Truck Inspection							
Oregon City	EIN 936002230	Contract	100.0000	\$76,500.00	\$65,032.65	\$11,467.35	\$0.00
Description of Services: Traffic Enforcement with Truck Inspection							
Multnomah County Sheriff's Department	EIN 936000851	Contract	100.0000	\$35,300.00	\$30,008.53	\$5,291.47	\$0.00
Description of Services: Traffic Enforcement with Truck Inspection							
City of Portland	EIN 936002236	Contract	100.0000	\$29,500.00	\$25,077.95	\$4,422.05	\$0.00
Description of Services: Traffic Enforcement with Truck Inspection							
TOTAL: Contractual and Subaward				\$294,300.00	\$250,184.43	\$44,115.57	\$0.00

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

Clackamas County Sheriff's Office is under contract with ODOT to perform safety inspections within the course of conducting a valid traffic stop. The safety inspection shall comply with the North American Standard Inspection Procedures. The contracts will be ammended to add reimbursement will be level 1 truck inspection training related costs.

West Linn Police Department is under contract with ODOT to perform safety inspections within the course of conducting a valid traffic stop. The safety inspection shall comply with the North American Standard Inspection Procedures. The contracts will be ammended to add reimbursement will be level 1 truck inspection training related costs.

Oregon City Police Department is under contract with ODOT to perform safety inspections within the course of conducting a valid traffic stop. The safety inspection shall comply with the North American Standard Inspection Procedures. The contracts will be ammended to add reimbursement will be level 1 truck inspection training related costs.

Multnomah County Sheriff's Office is under contract with ODOT to perform safety inspections within the course of conducting a valid traffic stop. The safety inspection shall comply with the North American Standard Inspection Procedures. The contracts will be ammended to add reimbursement will be level 1 truck inspection training related costs.

City of Portland Police Bureau is under contract with ODOT to perform safety inspections within the course of conducting a valid traffic stop. The safety inspection shall comply with the North American Standard Inspection Procedures. The contracts will be ammended to add reimbursement will be level 1 truck inspection training related costs.

Total Contractual and Subaward \$294,300.00

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 claim reimbursement for Indirect Costs.

Indirect Costs					
Cost Basis	Approved Rate	Eligible Indirect Expenses	Total Indirect Costs	Federal Share	State Share
Modified Total Direct Costs (MTDC)	23.90	\$5,829,337.32	\$1,393,211.61	\$1,183,944.90	\$209,266.71
TOTAL: Indirect Costs			\$1,393,211.61	\$1,183,944.90	\$209,266.71

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
Telephone	12 Monthly	\$2,100.00	0.0000	\$0.00	\$0.00	\$0.00	\$25,200.00
Employee Recruitment	12 Monthly	\$100.00	0.0000	\$0.00	\$0.00	\$0.00	\$1,000.00
Facilities Rent	12 Monthly	\$9,583.00	0.0000	\$0.00	\$0.00	\$0.00	\$114,996.00
Facilities Utilities	12 Monthly	\$3,167.00	0.0000	\$0.00	\$0.00	\$0.00	\$38,004.00
Facilities Maintenance	12 Monthly	\$3,750.00	0.0000	\$0.00	\$0.00	\$0.00	\$45,000.00
Fleet Insurance, Overhead, Maintenance	12 Monthly	\$2,167.00	0.0000	\$0.00	\$0.00	\$0.00	\$26,004.00
Fleet Fuel	12 Monthly	\$3,083.00	0.0000	\$0.00	\$0.00	\$0.00	\$36,996.00
Weigh in Motion O & M	1 Annual	\$1,000,000.00	100.0000	\$1,000,000.00	\$850,100.00	\$149,900.00	\$0.00
Dues & Subscriptions/Publications	12 Monthly	\$166.00	0.0000	\$0.00	\$0.00	\$0.00	\$1,992.00
Legal Fees	12 Monthly	\$500.00	0.0000	\$0.00	\$0.00	\$0.00	\$500.00
IRP Dues	1 Annual	\$31,600.00	100.0000	\$31,600.00	\$26,863.16	\$4,736.84	\$0.00
IFTA Dues	1 Annual	\$17,000.00	100.0000	\$17,000.00	\$14,451.70	\$2,548.30	\$0.00
CVSA Dues	1 Annual	\$12,900.00	100.0000	\$12,900.00	\$10,966.29	\$1,933.71	\$0.00
TOTAL: Other Costs				\$1,061,500.00	\$902,381.15	\$159,118.85	\$289,692.00

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

Telephone expenses are billed to individual phone numbers. These costs include laptops, air cards, cell phones, and landlines.

Employee Recruitment expenses are billed at the position level and would only be charge when related to recruiting for one of the 41 Safety positions.

Facilities Rent is based on square footage calculations and the prorated share charged to the Safety program. It is not included in the indirect rate.

Facilities Building maintenance and utilities are billed specifically to each building. There is one central safety office, 6 truck inspection buildings and several remote office locations. These buildings are directly related to MCSAP activities and therefore are considered direct and are not in the MCTD Indirect rate. Most of the building costs are charged to the MOE and not federal funds 85/15

Fleet Fuel charges are billed to each individual vehicle. Vehicle maintenance costs are billed to each individual vehicle as well. There are also charges for Fleet Administration and Insurance. Fleet Administration and insurance costs are allocated by the ODOT Central Services Cost Allocation Group and are reviewed and approved by Federal Highway Administration.

Weigh in Motion O & M – Operation and Maintenance costs; including routine maintenance (Salary, and benefits, travel/meals, utilities, WIM parts and office expenses, telephone, legal services, Training, and transponders) and also including IT fiber optic maintenance. The current fiber at most locations is a multi-strand fiber that can cause a lag in timely communication to the transponder for a bypass signal. Part of the slowdown is the use of antiquated SSC boxes positioned roadside that transfer the data, as well as program code language which is no longer supported by the software supplier, causing and end of life concern. In order to maintain operational capability of the WIM systems, it is necessary rewrite the programming to an acceptable program code language. This new programming requires the single mode fiber in order to keep the sites operating at communication speeds that will ensure transponder signals are returned at a timely rate to ensure effectiveness of bypass systems. The single mode fiber also allows for the elimination of the SSC box by allowing direct communication to the database. The replacement of the single mode fiber and connection hardware are the only items funded by the MCSAP grant as maintenance items to ensure continuous operating functionality. Software upgrades, program coding and installation of single mode fiber at sites other than existing WIM locations are not included in this funding.

Some examples of publications include publishing the Oregon's annual CVSP Handbook. The handbook is distributed to every certified inspector. Approximately 1,000 copies are produced at a cost of \$1.50 each. The New Carrier Education material is also

published. This material contains safety information that goes to every new Oregon domiciled motor carrier. Roughly \$3,600 is spent annually on new Carrier Education material. Other examples of publications include printing Snow Chain Guidelines for Trucks, purchasing FMCSR Pocket Books for inspector training classes and purchasing Out-of-Services Criteria for the hundreds of Oregon certified inspectors.

Legal Fees: Department of Justice costs related to MCSAP legislative changes.

Annual IRP Dues \$31,600

Annual IFTA Dues \$17,000

Annual CVSA Dues \$12,900

Total Other Costs \$1,351,192

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			
	85.01% Federal Share	14.99% State Share	Total Estimated Funding
Total	\$4,004,991.00	\$706,708.00	\$4,711,699.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of Basic Award Amount):	\$706,708.00
MOE Baseline:	\$2,040,035.14

Estimated Expenditures				
Personnel				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
Principle Exec Manager E	\$9,361.64	\$1,650.76	\$11,012.40	\$44,049.60
Principle Exec Manager D	\$42,498.20	\$7,493.80	\$49,992.00	\$149,976.00
Compliance Spec 1	\$0.00	\$0.00	\$0.00	\$59,376.00
Compliance Spec 2	\$305,808.00	\$53,923.80	\$359,731.80	\$1,438,927.20
Compliance Spec 3	\$118,203.34	\$20,843.06	\$139,046.40	\$556,185.60
Support Specialist 8600036	\$0.00	\$0.00	\$0.00	\$42,756.00
Analyst 8600500	\$0.00	\$0.00	\$0.00	\$42,756.00
MCEO 1	\$184,206.06	\$32,481.46	\$216,687.52	\$0.00
MCEO 2	\$42,929.66	\$7,569.88	\$50,499.54	\$0.00
Facility Analyst 8600714	\$13,799.16	\$2,433.24	\$16,232.40	\$0.00
IFTA/IRP Manager 2201020	\$18,382.56	\$3,241.44	\$21,624.00	\$0.00
Reg. Program Coordinator 8600109	\$9,469.77	\$1,669.83	\$11,139.60	\$0.00
Vehicle Regs Analyst 8600748	\$4,177.39	\$736.61	\$4,914.00	\$0.00
Training Coordinator 8600051	\$25,856.98	\$4,559.42	\$30,416.40	\$0.00
Budget & Fiscal Coordinator 8600575	\$4,050.90	\$714.30	\$4,765.20	\$0.00
Technical Coordinator 1719082	\$4,822.11	\$850.29	\$5,672.40	\$0.00
MC Services Section Manager 8600779	\$3,336.81	\$588.39	\$3,925.20	\$0.00
Salary Subtotal	\$786,902.58	\$138,756.28	\$925,658.86	\$2,334,026.40
Compliance Spec 2	\$76,891.54	\$13,558.46	\$90,450.00	\$90,450.00
Compliance Spec 3	\$29,583.48	\$5,216.52	\$34,800.00	\$34,800.00
MCEO1	\$19,185.06	\$3,382.94	\$22,568.00	\$0.00
MCEO 2	\$4,873.62	\$859.38	\$5,733.00	\$0.00
Overtime subtotal	\$130,533.70	\$23,017.30	\$153,551.00	\$125,250.00
Personnel total	\$917,436.28	\$161,773.58	\$1,079,209.86	\$2,459,276.40

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Principle Exec Manager E	\$3,805.51	\$671.03	\$4,476.54	\$17,906.16
Principle Exec Manager D	\$17,963.98	\$3,167.63	\$21,131.61	\$63,394.86
Compliance Spec 1	\$0.00	\$0.00	\$0.00	\$32,270.85
Compliance Spec 2	\$156,329.02	\$27,565.84	\$183,894.86	\$735,579.46
Compliance Spec 3	\$53,108.73	\$9,364.78	\$62,473.51	\$249,894.04
Support Specialist 8600036	\$0.00	\$0.00	\$0.00	\$28,176.20
Analyst 8600500	\$0.00	\$0.00	\$0.00	\$28,176.20
MCEO 1	\$129,073.19	\$22,759.75	\$151,832.94	\$0.00
MCEO 2	\$27,487.86	\$4,846.99	\$32,334.85	\$0.00
Facility Analyst 8600714	\$7,898.64	\$1,392.78	\$9,291.42	\$0.00
IFTA/IRP Manager 2201020	\$8,277.66	\$1,459.62	\$9,737.28	\$0.00
Reg Program Coordinator 8600109	\$2,411.95	\$425.30	\$2,837.25	\$0.00
Vehicle Regs Analyst 8600748	\$2,528.99	\$445.94	\$2,974.93	\$0.00
Training Program Coordinator 8600051	\$11,617.53	\$2,048.55	\$13,666.08	\$0.00
Budget & Fiscal Coordinator 8600575	\$1,747.55	\$308.15	\$2,055.70	\$0.00
Technical Coordinator 1719082	\$2,687.84	\$473.95	\$3,161.79	\$0.00
MC Services Section Manager 8600779	\$1,571.63	\$277.13	\$1,848.76	\$0.00
Fringe Benefits total	\$426,510.08	\$75,207.44	\$501,717.52	\$1,155,397.77

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
HM Refresher Training (4)	\$2,975.35	\$524.65	\$3,500.00	\$0.00
Special Operations (4)	\$12,326.45	\$2,173.55	\$14,500.00	\$3,000.00
HM Training	\$2,082.74	\$367.26	\$2,450.00	\$0.00
Inspection Training	\$20,742.44	\$3,657.56	\$24,400.00	\$5,000.00
Inspection Training Refresher	\$25,503.00	\$4,497.00	\$30,000.00	\$5,000.00
Annual MCSAP Meeting	\$2,677.81	\$472.19	\$3,150.00	\$0.00
Misc. Travel (CRs, SAs, Inspections, Crew Meetings)	\$68,008.00	\$11,992.00	\$80,000.00	\$25,000.00
Travel total	\$134,315.79	\$23,684.21	\$158,000.00	\$38,000.00

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Vehicles (i.e., vans, pickups, or passenger cars)	\$79,059.30	\$13,940.70	\$93,000.00	\$0.00
Equipment total	\$79,059.30	\$13,940.70	\$93,000.00	\$0.00

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Offices Supplies	\$53,556.30	\$9,443.70	\$63,000.00	\$0.00
Laptops	\$17,410.05	\$3,069.95	\$20,480.00	\$0.00
Other Services & Supplies	\$38,254.50	\$6,745.50	\$45,000.00	\$0.00
Portable Printer/Scanner All-in-One Units	\$1,938.22	\$341.78	\$2,280.00	\$0.00
Supplies total	\$111,159.07	\$19,600.93	\$130,760.00	\$0.00

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Clackamas County	\$65,032.65	\$11,467.35	\$76,500.00	\$0.00
West Linn Police	\$65,032.65	\$11,467.35	\$76,500.00	\$0.00
Oregon City	\$65,032.65	\$11,467.35	\$76,500.00	\$0.00
Multnomah County Sheriff's Department	\$30,008.53	\$5,291.47	\$35,300.00	\$0.00
City of Portland	\$25,077.95	\$4,422.05	\$29,500.00	\$0.00
Contractual and Subaward total	\$250,184.43	\$44,115.57	\$294,300.00	\$0.00

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Telephone	\$0.00	\$0.00	\$0.00	\$25,200.00
Employee Recruitment	\$0.00	\$0.00	\$0.00	\$1,000.00
Facilities Rent	\$0.00	\$0.00	\$0.00	\$114,996.00
Facilities Utilities	\$0.00	\$0.00	\$0.00	\$38,004.00
Facilities Maintenance	\$0.00	\$0.00	\$0.00	\$45,000.00
Fleet Insurance, Overhead, Maintenance	\$0.00	\$0.00	\$0.00	\$26,004.00
Fleet Fuel	\$0.00	\$0.00	\$0.00	\$36,996.00
Weigh in Motion O & M	\$850,100.00	\$149,900.00	\$1,000,000.00	\$0.00
Dues & Subscriptions/Publications	\$0.00	\$0.00	\$0.00	\$1,992.00
Legal Fees	\$0.00	\$0.00	\$0.00	\$500.00
IRP Dues	\$26,863.16	\$4,736.84	\$31,600.00	\$0.00
IFTA Dues	\$14,451.70	\$2,548.30	\$17,000.00	\$0.00
CVSA Dues	\$10,966.29	\$1,933.71	\$12,900.00	\$0.00
Other Costs total	\$902,381.15	\$159,118.85	\$1,061,500.00	\$289,692.00

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$2,821,046.10	\$497,441.28	\$3,318,487.38	\$3,942,366.17
Indirect Costs	\$1,183,944.90	\$209,266.71	\$1,393,211.61	NA
Total Costs Budgeted	\$4,004,991.00	\$706,707.99	\$4,711,698.99	\$3,942,366.17

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			
	85.01% Federal Share	14.99% State Share	Total Estimated Funding
Total	\$4,004,991.00	\$706,708.00	\$4,711,699.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of Basic Award Amount):	\$706,708.00
MOE Baseline:	\$2,040,035.14

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$786,902.58	\$138,756.28	\$925,658.86	\$2,334,026.40
Overtime Subtotal	\$130,533.70	\$23,017.30	\$153,551.00	\$125,250.00
Personnel Total	\$917,436.28	\$161,773.58	\$1,079,209.86	\$2,459,276.40
Fringe Benefits Total	\$426,510.08	\$75,207.44	\$501,717.52	\$1,155,397.77
Travel Total	\$134,315.79	\$23,684.21	\$158,000.00	\$38,000.00
Equipment Total	\$79,059.30	\$13,940.70	\$93,000.00	\$0.00
Supplies Total	\$111,159.07	\$19,600.93	\$130,760.00	\$0.00
Contractual and Subaward Total	\$250,184.43	\$44,115.57	\$294,300.00	\$0.00
Other Costs Total	\$902,381.15	\$159,118.85	\$1,061,500.00	\$289,692.00
	85.01% Federal Share	14.99% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$2,821,046.10	\$497,441.28	\$3,318,487.38	\$3,942,366.17
Indirect Costs	\$1,183,944.90	\$209,266.71	\$1,393,211.61	NA
Total Costs Budgeted	\$4,004,991.00	\$706,707.99	\$4,711,698.99	\$3,942,366.17

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? Amy Ramsdell
2. What is this person's title? Administrator, Commerce and Compliance Division
3. Who is your Governor's highway safety representative? Troy Costales
4. What is this person's title? Administrator, Transportation Safety Division

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

- ☒ Yes
- ☐ No

State Certification declaration:

I, Amy Ramsdell, Administrator, Commerce and Compliance Division , on behalf of the State of OREGON, 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](#).

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? Amy Ramsdell
2. What is the title of your certifying State official? Division Administrator - CCD
3. What are the phone # and email address of your State official? (503)378-6351 Amy.j.RAMSDELL@odot.state.or.us

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

- ☒ Yes
- ☐ No

I, Amy Ramsdell, certify that the State 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

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

☐ Yes ☒ No

FY 2021 Certification of MCSAP Conformance (State Certification)

I **Amy Ramsdell, Commerce and Compliance Division Administrator**, on behalf of the State of **Oregon**, as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

1. The State has designated **the Oregon Department of Transportations** as the Lead State Agency to administer the Commercial Vehicle Safety Plan (CVSP) throughout the State for the grant sought and the **Commerce and Compliance Division** to perform defined functions under the CVSP.
2. The State has assumed responsibility for and adopted commercial motor carrier and highway hazardous materials safety regulations, standards and orders that are compatible with the FMCSRs and the HMRs, and the standards and orders of the Federal Government.
3. The State will cooperate in the enforcement of financial responsibility requirements under 49 C.F.R. part 387.
4. The State will enforce registration (i.e., operating authority) requirements under 49 U.S.C §§ 13902 and 31134 by prohibiting the operation of any vehicle discovered to be operating without the required registration or beyond the scope of the motor carrier's registration.
5. The laws of the State provide the State's enforcement officials right of entry (or other method a State may use that is adequate to obtain the necessary information) and inspection sufficient to carry out the purposes of the CVSP, as approved.
6. The Lead State Agency and any subrecipient of MCSAP funds have the legal authority, resources, and qualified personnel necessary to enforce the State's commercial motor carrier, driver, and highway hazardous materials safety laws, regulations, standards, and orders.
7. The State has undertaken efforts to emphasize and improve enforcement of State and local traffic laws as they pertain to CMV safety.
8. The State will obligate the funds or resources necessary to provide a matching share to the Federal assistance provided in the grant to administer the plan submitted and to enforce the State's commercial motor carrier safety, driver, and hazardous materials laws, regulations, standards, and orders in a manner consistent with the approved plan.
9. The State will maintain the maintenance of effort required under 49 C.F.R. § 350.225.
10. The State requires that all reports required in the CVSP be available to FMCSA upon request, meets the reporting requirements, and uses the forms for recordkeeping, inspections, and investigations that FMCSA prescribes.
11. The State implements performance-based activities, including deployment and maintenance of technology, to enhance the efficiency and effectiveness of CMV safety programs.

12. The State dedicates sufficient resources to a program to ensure that accurate, complete, and timely motor carrier safety data are collected and reported, and to ensure the State's participation in a national motor carrier safety data correction system prescribed by FMCSA.
13. The State will ensure that the Lead State Agency will coordinate the CVSP, data collection, and information systems with the State highway safety improvement program under 23 U.S.C. § 148(c).
14. The State will ensure participation in information technology and data systems as required by FMCSA for jurisdictions receiving MCSAP funding.
15. The State will ensure that information is exchanged with other States in a timely manner.
16. The laws of the State provide that the State will grant maximum reciprocity for inspections conducted pursuant to the North American Standard Inspection procedure, through the use of a nationally accepted system allowing ready identification of previously inspected CMVs.
17. The State will conduct comprehensive and highly visible traffic enforcement and CMV safety inspection programs in high-risk locations and corridors.
18. The State will ensure that it has departmental policies stipulating that roadside inspections will be conducted at locations that are adequate to protect the safety of drivers and enforcement personnel.
19. The State will ensure that, except in the case of an imminent or obvious safety hazard, an inspection of a vehicle transporting passengers for a motor carrier of passengers is conducted at a bus station, terminal, border crossing, maintenance facility, destination, or other location where motor carriers may make planned stops (excluding a weigh station).
20. The State will address activities in support of the national program elements listed in 49 C.F.R. § 350.203.
21. The State will ensure that detection of criminal activities and CMV size and weight enforcement activities described in 49 C.F.R. § 350.227(b) funded with MCSAP funds will not diminish the effectiveness of other CMV safety enforcement programs.
22. The State will ensure that violation sanctions imposed and collected by the State are consistent, effective, and equitable.
23. The State will include, in the training manual for the licensing examination to drive a non-CMV and the training manual for the licensing examination to drive a CMV, information on best practices for safe driving in the vicinity of noncommercial and commercial motor vehicles.

24. The State has in effect a requirement that registrants of CMVS demonstrate their knowledge of the applicable FMCSRs, HMRs, or compatible State laws, regulations, standards, and orders on CMV safety.
25. The State will transmit to its roadside inspectors at the notice of each Federal exemption granted pursuant to 49 U.S.C. § 31315(b) and 49 C.F.R. §§ 390.32 and 390.25 as provided to the State by FMCSA, including the name of the person granted the exemption and any terms and conditions that apply to the exemption.
26. Except for a territory of the United States, the State will conduct safety audits of interstate and, at the State's discretion, intrastate new entrant motor carriers under 49 U.S.C. § 31144(g). The State must verify the quality of the work conducted by a third party authorized to conduct safety audits under 49 U.S.C. § 31144(g) on its behalf, and the State remains solely responsible for the management and oversight of the activities.
27. The State will fully participate in the performance and registration information systems management program under 49 U.S.C. § 31106(b) not later than October 1, 2020, or demonstrates to FMCSA an alternative approach for identifying and immobilizing a motor carrier with serious safety deficiencies in a manner that provides an equivalent level of safety.
28. The State will ensure that it cooperates in the enforcement of hazardous materials safety permits issued under subpart E of part 385 of this subchapter by verifying possession of the permit when required while conducting vehicle inspections and investigations, as applicable.
29. In the case of a State that shares a land border with another country, the State may conduct a border CMV safety program focusing on international commerce that includes enforcement and related projects or will forfeit all MCSAP funds based on border-related activities.
30. In the case that a State meets all MCSAP requirements and funds operation and maintenance costs associated with innovative technology deployment with MCSAP funds, the State agrees to comply with the requirements established in 49 C.F.R. subpart D.

Date

9/23/2020

Signature

Gregory J. Randall

Annual Review of Laws, Regulations, Policies and Compatibility Certification

I, **Amy Ramsdell**, on behalf of the State of **the Oregon Department of Transportation** have the authority to make the following certification on behalf of the State. I certify that the State has conducted the annual review required by 49 C.F.R. section 350.303 of its laws, regulations, standards, and orders on commercial motor vehicle (CMV) safety and that the State's safety laws, regulations, standards, and orders on CMV safety are compatible with the Federal Motor Carrier Safety Regulations (49 C.F.R. parts 390, 391, 392, 393, 395, 396, and 397) and the Hazardous Material Regulations (49 C.F.R. parts 107 (subparts F and G only), 171-173, 177, 178, and 180), 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, regulations, standards, and orders on CMV safety that:

- (1) As applicable to interstate commerce not involving the movement of hazardous materials:
 - (i) Are identical to or have the same effect as the FMCSRs; or
 - (ii) If in addition to or more stringent than the FMCSRs, have a safety benefit, do not unreasonably frustrate the Federal goal of uniformity, and do not cause an unreasonable burden on interstate commerce when enforced;
- (2) As applicable to intrastate commerce not involving the movement of hazardous materials:
 - (i) Are identical to or have the same effect as the FMCSRs; or
 - (ii) Fall within the limited variances from the FMCSRs allowed under 49 C.F.R. sections 350.305 or 350.307; and
- (3) As applicable to interstate and intrastate commerce involving the movement of hazardous materials, are identical to the HMRs.

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

(Enter information on any exceptions to the above certification here)

Signature of Certifying Official: Amy J Ramsdell

Title of Certifying Official: Commerce & Compliance Division Administrator

Date of Certification: 9/24/2020

**OREGON DEPARTMENT OF TRANSPORTATION
COMMERCE AND COMPLIANCE DIVISION
RATE AGREEMENT**

September 24, 2020

OREGON DEPARTMENT OF TRANSPORTATION
Commerce and Compliance Division (CCD)

The rates approved in this agreement are for use **grants with the Federal Motor Carrier Safety Assistance Program**, subject to the conditions of Section III.

SECTION I: INDIRECT COST RATES*
--

RATE TYPES: Fixed Final Indirect Cost Rates

Pool	Effective From	Effective To	Rate	Location
Audit	10/1/2020	9/30/2021	28.46%	CCD
Enforcement	10/1/2020	9/30/2021	28.19%	CCD
Safety	10/1/2020	9/30/2021	23.90%	CCD
Registration	10/1/2020	9/30/2021	32.78%	CCD

***BASE:**

Total Direct Costs of the Commerce and Compliance Division, including Personnel Services and Services and Supplies directly related to delivering programs: Mass Transit Tax is excluded, because it is a self-imposed tax not allocable under 2 CFR 200.

AGREEMENT DATE: September 24, 2020

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

Fringe benefits are specifically identified to each employee and are charged as direct costs through the Standard Labor process. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES:

Vacation, holiday, sick leave, and other paid absences are included in salaries and wages and are claimed as part of the normal cost for salaries and wages. Separate claims for the costs of these paid absences are not made.

FRINGE BENEFITS:

FICA, Retirement, Group Insurance, Worker's Compensation, Unemployment Insurance

OREGON DEPARTMENT OF TRANSPORTATION
Commerce and Compliance Division (CCD)

AGREEMENT DATE: September 24, 2020

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted: such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations, the rate would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period (TEAMS-Transportation Environment Accounting Management System). Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

The rate used in this agreement is a negotiated one-year rate.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in 2 CFR 200, and should be applied to grants covered by this super circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

OREGON DEPARTMENT OF TRANSPORTATION
Commerce and Compliance Division (CCD)

AGREEMENT DATE: September 24, 2020

E. OTHER:

If any Federal contract, grant, or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.

OREGON DEPARTMENT OF TRANSPORTATION
(DEPARTMENT/AGENCY)

Tracy Wroblewski
(SIGNATURE)

Tracy Wroblewski
(NAME)

Chief Financial Officer
(TITLE)

9/23/2020
(DATE)

BY THE COGNIZANT AGENCY ON BEHALF OF
THE FEDERAL GOVERNMENT:

FEDERAL HIGHWAY ADMINISTRATION
(AGENCY)

(SIGNATURE)

Urvashi Sehdev

(NAME)

Finance Manager

(TITLE)

9/30/2020

(DATE)

Telephone: 503-316-2546