

**TRN-14.25 - Administrative Rule for non-motorized for-hire transportation operators, Non-Emergency Medical Transportation/Specially Attended Transportation Operators, and PFHT Program Policies**

**ADMINISTRATIVE RULE FOR PRIVATE FOR-HIRE TRANSPORTATION**

*Administrative Rule Adopted by Portland Bureau of Transportation Pursuant to Rule-Making Authority ARB-TRN-14.25*

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**16.40.980 Currently Permitted Companies, Vehicle and Drivers Grandfathered; Renewal Process.**

*C. The effective date of any requirement in this Chapter applicable to the operation of a non-motorized private for-hire vehicle or provision of non-motorized Private for-hire Transportation, and Non-Emergency Medical Transportation Companies/Specially Attended Transportation Companies, NEMT/SAT Vehicles, NEMT/SAT Services, and NEMT/SAT Drivers is suspended until such time that alternate provisions in Chapter 16.40 pertaining to non-motorized and NEMT/SAT companies, drivers or vehicles are adopted by City Council.*

**16.40.970 Administrative Rule Authority and Process**

*K. Notwithstanding Subsection 16.40.970 M, the Director may adopt an interim rule without prior public notice or Committee action upon a finding that a failure to act promptly will likely result in prejudice to the public interest of the affected parties. If the Director adopts a rule under this subsection, the Director must state the specific reasons for such prejudice. Any interim rule adopted pursuant to this Subsection is effective for a period of no longer than 120 days.*

Under the authority of 16.40.980.D, I am adopting Interim Administrative Rule TRN-14.25 to allow for the continued regulation of non-motorized for-hire and NEMT/SAT operators. Administrative Rule TRN-14.25 shall become effective on January 26, 2016 and remain effective until the effective date of new, non-motorized for-hire and NEMT/SAT regulations approved by Council.

**1. Definitions**

A. "Pedicab Company" means any entity that offers and/or provides for-hire transportation services via a Pedicab as defined in Chapter 16.40.030

B. "Pedicab Driver" means any person operating a Pedicab as defined by Chapter 16.40.030 for compensation to offer and/or provide Pedicab Services.

D. "Pedicab Services" means any for-hire transportation service offered and/or provided by the operation of a Pedicab by a permitted Pedicab Driver on behalf of an affiliated Pedicab Company.

E. "Specially Attended Transportation (SAT) Services" means Non-Emergency Medical Transportation (NEMT) Service as defined in Chapter 16.40.030, or otherwise means transportation used for agency-sponsored, contracted transportation of non-emergency medical and/or special needs passengers. Ambulance vehicles providing basic life support (BLS) and advanced life support (ALS) services are excluded from this definition.

F. "Specially Attended Transportation Company" means Non-Emergency Medical Transportation (NEMT) Company as defined in Chapter 16.40.030, or otherwise means a transportation company used for agency-sponsored, contracted transportation of non-emergency medical and/or special needs passengers. Ambulance vehicles providing basic life support (BLS) and advanced life support (ALS) services are excluded from this definition.

G. "Specially Attended Transportation Driver" means Non-Emergency Medical Transportation (NEMT) Driver as defined in Chapter 16.40.030. Ambulance drivers providing basic life support (BLS) and advanced life support (ALS) services are excluded from this definition.

H. "Specially Attended Transportation Vehicles" means Non-Emergency Medical Transportation (NEMT) vehicle as defined in Chapter 16.40.030, or otherwise means a vehicle used for agency-sponsored, contracted transportation of non-emergency medical and/or special needs passengers. Ambulance vehicles providing basic life support (BLS) and advanced life support (ALS) services are excluded from this definition.

2. NEMT/SAT Permit Required. No person may drive a NEMT/SAT Vehicle without a valid, current NEMT/SAT transportation driver's permit issued under Chapter 16.40.

A. NEMT/SAT Permit Application Documents Required. Applicants for a NEMT/SAT driver's permit must submit to the Director the items listed below. The failure to submit any of the items listed will result in a denial of the permit:

- i. a completed application on a form approved by the Director;
- ii. a copy of the applicant's current driver's license;
- iii. a copy of the applicant's non-Oregon driving record for any year in which the applicant was not a resident of Oregon during the last 10 years, regardless of the jurisdiction; and
- iv. if necessary, any information that reasonably relates to the application or is a clarification of information provided to the Director.

B. NEMT/SAT Driver Permit Photographs. Applicants will be photographed by the Bureau upon submittal of the driver permit application. The photograph then becomes a part of the applicant's submittal package.

C. NEMT/SAT Permit Fees Required. Applicants must submit a nonrefundable application fee in the amount listed in the Fee Table in Section 37 of this Administrative Rule.

D. NEMT/SAT Driver Age, Criminal History, Driving History and Insurability Requirements. Applicants for a driver's permit may not be issued a permit if any of the following conditions exist:

- i. The applicant has a felony conviction of any kind in the 10 years preceding the submission of the application;
- ii. The applicant has a felony involving physical harm or attempted physical harm to a person, regardless of when the conviction occurred;
- iii. During the 5-year period preceding the submission of the application, the applicant has been convicted of any criminal offense involving:
  - a. any misdemeanor involving theft, robbery, burglary, assault, sex crimes, drugs, prostitution, or weapons; or
  - b. any traffic crime, including but not limited to: driving under the influence of intoxicants, reckless driving, attempt to elude a police officer, or leaving the scene of an injury accident;
- iv. During the 5-year period preceding the submission of the initial application, the applicant had greater than 10 traffic infractions as defined in ORS 801.557; greater than five serious traffic violations as defined in ORS 801.477; greater than five motor vehicle accidents that are required to be reported to the Oregon Department of Motor Vehicles pursuant to ORS 811.720; or, greater than five of any combination of serious traffic violations or motor vehicle accidents as provided above;
- v. During the 10-year period preceding the filing of the initial application, the applicant's driving privileges were suspended or revoked by any governing jurisdiction as a result of a driving-related incident;
- vi. The applicant has more than two traffic violations or infractions of any kind within the previous 12 months from the date of the application;

vii. The applicant has more than four infractions of any kind within the previous 12 months from the date of the application;

viii. The applicant does not have at least 2 years' worth of continuous driving experience in a United States jurisdiction immediately prior to the date of the application's submission;

ix. The applicant is less than 21 years old; or

x. The applicant is unable to obtain car insurance for any reason.

E. NEMT/SAT Driver Safety and Customer Service Training Requirements. Applicants must successfully complete the following training and classes within 6 months of issuance of the driver's permit:

i. A Bureau-approved driver safety program; and

ii. A Bureau-approved customer service training class.

F. NEMT/SAT Driver Knowledge and Skills Testing Requirements. Applicants for a NEMT/SAT Driver Permit must successfully complete each of the following tests as administered by the Bureau before a permit can be issued:

i. Map-reading;

ii. Relevant City Code provisions and Administrative Rules; and

iii. Portland-area attractions.

G. CPR Training for NEMT/SAT Drivers. In addition to all other requirements found in Section 16.40.090, NEMT/SAT drivers must have CPR and advanced first aid certifications within 6 months of issuance of the driver's permit.

H. The Director is authorized to provide by Administrative Rule the special permitting process for round trip medical transportation from distant areas for service provided by medical brokerages under contract with the Oregon Health Authority.

### 3. Issuance of NEMT/SAT Driver's Permit; Term; Replacements.

A. Issuance and Fees. If an applicant submits the required documents and otherwise satisfies all conditions and requirements found in Section 2 of this Administrative Rule the Director will issue a driver's permit to the applicant within 20 days of completion of all requirements and payment of the permit fees outlined in the Fee Table in Section 37 of this Administrative Rule.

B. Permit Requirements: All NEMT/SAT driver permits must:

- i. contain the permit number, permit expiration date, the driver's name and the driver's photograph; and
- ii. be posted in a prominent place within the NEMT/SAT vehicle driven by the permitted driver.

C. Term. NEMT/SAT Driver's permits are valid for a period of 12 months from the date of issuance and must be renewed upon expiration. Permits expire on the last day of any given month, regardless of what day of the month the Bureau issued the permit. In order to achieve the goal of staggered renewal dates, the Director may by administrative rule require that initial permit terms following passage of this ordinance are valid for a period of less than 12 months.

D. NEMT/SAT Permit Replacements. If a NEMT/SAT driver's permit is lost, damaged or stolen, the Director will issue a replacement permit for a fee in the amount outlined in the Fee Table in Section 37 of this Administrative Rule.

E. Compliance with Business License Tax Law. If applicable, any NEMT/SAT driver issued a driver's permit under this Chapter must comply with all provisions of the Business License Tax Law, Chapter 7.02, within 60 days of issuance of a driver's permit.

F. Suspension for Failure to Complete NEMT/SAT Driver Training. NEMT/SAT Drivers that do not successfully complete all training and skills tests as required Sections 2 E-G of this Administrative Rule. within 6 months of the permit's issuance must return their permits to the City and those permits are thereafter suspended pending completion of all required skills tests and trainings. If the required tests and trainings are not completed within 9 months of the permit's original issuance date, the permit is revoked and applicants must begin the permit process again.

#### 4. Further Review and/or Denial of a NEMT/SAT Driver Permit Application.

A. "Request for More Information" Letter. If the Director determines that a permit cannot be issued due to an incomplete application, a failure to pay the application fee, or for any reason found in Section 2 of this Administrative Rule that can potentially be corrected, the Director will send the applicant a "Request for More Information" letter (the "Information Letter") within 21 days of the initial application date. If the Director does not grant a permit or send an Information Letter within 21 days, the application is deemed denied and the applicant may appeal pursuant to Section 16.40.950.

B. Contents of Information Letter. The letter must list the reason(s) in Section 2 of this Administrative Rule that require further information and/or review before a permit may be issued.

C. NEMT/SAT Driver Applicant Response Opportunity. If an applicant receives an Information Letter, the applicant may respond by either:

- i. Submitting any missing information as requested by the Director in the letter;
- ii. Completing, within 90 days, any skills tests, driving tests, or knowledge tests that the applicant failed; or

D. Failure to Respond. An application is deemed rejected if the applicant fails to respond in writing within 10 days to an Information Letter. Rejected applicants that subsequently wish to obtain a driver's permit must file a new application and meet all the requirements of Section 2 of this Administrative Rule including paying all necessary application fees. If the applicant shows that the delay in responding was based on good cause, the Director may allow the applicant to respond to the Information Letter in the manner prescribed in Section 4 A-B of this Administrative Rule.

#### 5. NEMT/SAT Driver Permit Renewals; Consequences of Failure to Renew.

A. Driver permits must be renewed every 12 months from the date of issuance.

B. Every 2 years from the date of the initial permit, drivers must successfully complete all driver safety classes as described in Section 2 E-G of this Administrative Rule. In addition, the City will conduct a review of the driver's criminal history and DMV records during this time.

C. The following information, certificate of completion and payment amount must be submitted to the Bureau no less than 1 month prior to the renewal date:

- i. Updated file information if any information in the original application has changed;
- ii. Payment of the renewal fee as outlined in the Fee Table in Section 37 of this Administrative Rule.
- iii. Certificate of completion of a Bureau-approved driver safety class as described in Section 2 E-G of this Administrative Rule.

D. NEMT/SAT Permits will not be renewed unless the driver is in compliance with the City's Business License Tax Law, Chapter 7.02, if applicable.

E. NEMT/SAT Driver permits will not be renewed if the driver fails to satisfy any condition that would have been grounds to deny the initial permit, including any criminal activity or driving crimes/violations.

F. NEMT/SAT Driver Permits will not be renewed if the driver has more than five assessed civil penalties or more than \$4,500 in assessed civil penalty fines in the 12 months prior to the renewal date.

G. If a driver fails to timely pay the permit renewal fee, timely provide the renewal information required by Section 5 C. of this Administrative Rule, or fails to timely complete any training course as required by Sections 2 E-G of this Administrative Rule, the permit expires and becomes void. Voided driver permits require the former permittee to file an initial permit application and pay all necessary fees as outlined in Section 2 of this Administrative Rule to obtain a valid permit.

#### 6. NEMT/SAT Company Permits Required – Application Process & Requirements.

A. Permit Required. No person or entity may conduct business as a NEMT/SAT for-hire transportation company without a valid, current NEMT/SAT company permit issued by the City under Chapter 16.40.

B. Application Requirements. An applicant for a NEMT/SAT company permit must submit to the Director:

i. a completed application on a form supplied by the Bureau;

ii. proof of registration with the Secretary of State for any corporate, LLC or LLP entity;

iii. proof of registration with the Secretary of State for any assumed business name, along with a listing of the registrant of such;

iv. The name of any person or entity holding an ownership interest of 20 percent or more for any corporation, limited liability company or limited liability partnership;

v. If an NEMT/SAT company, proof that it has at least one valid government-approved contract for services; and

iii. A nonrefundable application fee in the amount outlined in the Fee Table in Section 37 of this Administrative Rule.

C. Additional Requirements. In addition to the aforementioned NEMT/SAT Company permit requirements, the Director has the authority to require, by administrative rule, that the applicant demonstrate some or all of the following:

- i. that it has an adequate amount of financial resources to ensure compliance with the requirements of this Chapter, including, but not limited to, insurance and vehicle requirements,
- ii. that it has a valid business plan to enter into the for-hire market,
- iii. that there is a need for additional NEMT/SAT service providers in the City limits to service a growing demand or that the applicant has a business model to attract new business in the current market.

D. Compliance with Secretary of State Rules. No permit will be issued unless the company is validly registered with the Secretary of State, including all assumed business names.

E. The Director is authorized to provide by Administrative Rule the special permitting process for round trip medical transportation from distant areas for service provided by medical brokerages under contract with the Oregon Health Authority.

## 7. Issuance of NEMT/SAT Company Permits; Term; Replacements.

A. Issuance of Permit. If the applicant provides all necessary documents required in Section 6 of this Administrative Rule, and if the applicant has a current business license issued under Chapter 7.02, the Director will issue an NEMT/SAT Company permit upon the payment of the required permit fee as outlined in the Fee Table in Section 37 of this Administrative Rule. If the applicant fails to satisfy any requirement, the permit will be denied.

B. Term. NEMT/SAT Company permits are valid for a period of 12 months from the date of issuance. Permits expire on the last day of any given month, regardless of what day of the month the Bureau issued the permit. In order to achieve the goal of staggered renewal dates, the Director may, by administrative rule, require that initial permit terms following passage of this ordinance are for less than 12 months.

C. Replacement Permit. If an NEMT/SAT company permit is lost, damaged or stolen, the Director will issue a replacement permit for a fee amount as outlined in the Fee Table in Section 37 of this Administrative Rule.

## 8. NEMT/SAT Company Permit Renewals.



A. NEMT/SAT Company permits must be renewed 12 months after issuance. All permits expire on the last day of any given month, regardless of what day of the month the original permit was issued.

B. The following information and documents must be submitted to the Bureau no later than 1 month prior to the renewal date:

i. Updated file information if any information in the initial application has changed; and

ii. Updated copies of insurance certificates for any permitted vehicles that are subject to the requirements found in Section 14 of this Administrative Rule.

C. NEMT/SAT companies must pay the renewal fees outlined in the Fee Table in Section 37 of this Administrative Rule.

D. Permits will not be renewed if the NEMT/SAT Company fails to satisfy any condition that would have been grounds to deny the initial permit.

E. Permits will not be renewed unless the NEMT/SAT Company is in compliance with the City's Business License Tax Law, Chapter 7.02.

F. Permits will not be renewed if the NEMT/SAT Company does not have a current, valid registration with the Oregon Secretary of State's office, including registration of all assumed business names.

#### 9. NEMT/SAT Decals Required; Application Process & Requirements.

A. Decal Required for NEMT/SAT Vehicles. No NEMT/SAT Vehicle may be used as a for-hire transportation vehicle without a valid and unobstructed decal issued by the City under Chapter 16.40. Applicants for a vehicle decal must satisfy the conditions as set forth in Section 9 C-H of this Administrative Rule. for every vehicle decal application, which includes providing to the Bureau a copy of all certificates required.

B. Application Form. The applicant for a NEMT/SAT vehicle decal must complete a "Decal Application Form" provided by the Director and which includes the following requested information:

i. Vehicle Make;

ii. Vehicle Model;

iii. Vehicle Identification Number (VIN);

- iv. Vehicle Owner;
- v. Vehicle Model Year;
- vi. Vehicle License Plate Number; and
- vii. Whether the vehicle is wheelchair accessible

C. Age of NEMT/SAT Vehicle. After December 31, 2011, decals will not be issued to a for-hire vehicle applicant unless the vehicle meets the age requirements below. For the purposes of Chapter 16.40, the age of a vehicle is determined by the manufacturer's model year, regardless of when the vehicle was purchased or put into service as a "for-hire" vehicle. No NEMT/SAT Vehicle may be older than 10 years, except as follows:

- i. Wheelchair Accessible Vehicles: 10 years for all new and replaced wheelchair accessible vehicles, effective January 1, 2013; except that NEMT/SAT Vehicles permitted by the City of Portland and put into service prior to January 1, 2013 may be used and renewed until they are 15 years old, so long as they remain continuously permitted and in service from the time of purchase.

D. NEMT/SAT Insurance Certificate. All NEMT/SAT decal applicants must provide the Bureau with an insurance certificate of liability indicating that the requirements of Section 14 of this Administrative Rule have been satisfied.

E. NEMT/SAT Vehicle Safety Certificate. Each NEMT/SAT Vehicle must pass a standardized vehicle safety test as performed by an approved mechanic approved by the Director. The Certified Mechanic will then issue to the applicant a "Safety Certificate" stating that the vehicle passed the required safety inspection.

F. NEMT/SAT Vehicle Condition. Notwithstanding the issuance of a safety certificate, no vehicle will be decaled if the Director determines that the interior is not clean and/or the exterior is not in excellent condition.

G. NEMT/SAT Vehicle Registration. All applicants must provide the Director with a copy of the appropriate state-issued vehicle registration for all for-hire transportation vehicles.

H. Fees. All NEMT/SAT Companies must pay a nonrefundable application fee for each NEMT/SAT Vehicle applying for a NEMT/SAT decal in the amount outlined in the Fee Table in Section 37 of this Administrative Rule.

I. The Director is authorized to provide by Administrative Rule a substitute decal or permit card for round trip medical transportation from distant areas for service provided by medical brokerages under contract with the Oregon Health Authority.

J. NEMT/SAT Vehicle Decal Issuance or Denial. Upon successful completion of the NEMT/SAT Vehicle decal application process and payment of the required permit fee as outlined in the Fee Table in Section 37 of this Administrative Rule, the Director will issue a vehicle identification decal bearing a bar code and the city seal for each NEMT/SAT vehicle that qualifies.

K. Decals are valid for a period of no more than 12 months from the date of issuance, and all decals expire on the same day as the expiration of the NEMT/SAT permit with which they are affiliated. Fees for decals that are not issued contemporaneously with a company permit will be prorated to equal the cost of the number of months remaining until the company permit expires.

L. Placement of NEMT/SAT Decals. All decals must be clearly visible upon outside inspection and must be affixed to the vehicle's front and back window either in the top center or in the bottom left corner on the driver's side.

M. Permittees may not operate any substitute NEMT/SAT Vehicle until the substitute NEMT/SAT Vehicle has passed the safety inspection process and has a decal affixed to it.

N. Decals that are intentionally destroyed or damaged by the permittee prior to renewal and without the City's authorization are not subject to renewal.

O. NEMT/SAT Vehicle Decal Renewals.

i. NEMT/SAT Company permittees must pay a renewal fee in the amount outlined in the Fee Table in Section 37 of this Administrative Rule for each decal NEMT/SAT Vehicle no later than 1 month prior to the decal's expiration date.

ii. If the permittee fails to pay the renewal fee or provide other renewal information as required by Subsection 9. O. i. of this Administrative Rule, the NEMT/SAT Vehicle decal is deemed abandoned and the vehicle decal becomes void within 30 days of its original expiration date.

iii. Voided NEMT/SAT Vehicle decals are not renewable in the year following their voidance.

iv. Once a NEMT/SAT Vehicle decal is voided, a NEMT/SAT Company may not renew that decal and instead must complete the initial application process if the company seeks a decal for that vehicle.

v. NEMT/SAT Vehicle decals will not be renewed unless the vehicle passes the safety inspection test outlined in Section 9 E of this Administrative Rule. and the permittee provides the City with a Certificate of Safety.

vi. No NEMT/SAT decal will be issued as a renewal if any condition exists that would have been grounds for denial of the initial decal.

P. Transfer of NEMT/SAT Permits and Decals Prohibited. All NEMT/SAT permits and decals issued by the City under the terms of this Chapter are City property and cannot be leased, sold, transferred or assigned in any manner.

Q. Any NEMT/SAT permit or decal not returned to the City within 21 days upon revocation or upon a failure to renew is considered conversion of City property and is an actionable offense in a court of competent jurisdiction.

R. Any person or company that fails to return, within 21 days, any permit or decal upon revocation or upon a failure to renew is subject to a civil penalty of \$1,500.

S. Knowingly Providing False Information; Penalties. Any person that knowingly provides materially false information on any NEMT/SAT document, insurance form, report or application required under this Chapter is subject to a civil penalty of \$250 for each occurrence.

T. If the correct information would have been grounds for a denial of a permit for any reason, then any NEMT/SAT permit issued due to the false information is revoked in addition to the penalty found in Section 9 S of this Administrative Rule.

U. If a person knowingly provides materially false information to an insurance agent, broker or company as part of the requirements for NEMT/SAT insurance under this Chapter, then all permits issued to that person will be revoked immediately upon the date the violation is discovered by the Director.

#### 10. NEMT/SAT Vehicle Requirements and Prohibitions.

A. All NEMT/SAT Vehicles must be kept clean, in good appearance and good repair, in safe condition and be properly equipped, including but not limited to, the following:

i. a standard first aid kit, a fire extinguisher and hands-free mobile device as required by ORS 811.507; and

ii. all pollution control equipment originally installed by the manufacturer.

B. The use of tobacco products are prohibited in any for-hire transportation vehicle. Signs detailing this prohibition must be displayed in each NEMT/SAT Vehicle.

C. The Director has the authority to demand that a NEMT/SAT Vehicle be made available for inspection within 48 hours' notice. Authorized City personnel have the authority to inspect any NEMT/SAT Vehicle at any time if the vehicle:

- i. is within the City limits;
- ii. does not have a passenger inside; and
- iii. is parked in the public right of way or on public property.

D. If the Director determines that the vehicle violates any provisions of this Administrative Rule or any pertinent provisions of Chapter 16.40 or any pertinent Administrative Rules, the Director may issue a civil penalty and set a deadline of not less than 48 hours in which the vehicle must be in compliance. If the vehicle is not in compliance at the time of the deadline, the Director may suspend the vehicle permit until the violations are corrected.

11. Identification of NEMT/SAT Vehicles. All NEMT/SAT Vehicles must prominently display on the outside of the vehicle, on both sides, the full name and telephone number of the permittee, and the words "RESERVED, NOT FOR-HIRE" on both rear doors and rear windows. All required signage must be in lettering at least 3 inches in height with proportional width and must be clearly visible at all times.

12. NEMT/SAT Vehicles providing Wheelchair Accessible Vehicle transportation. Any wheelchair accessible NEMT/SAT Vehicle may be used to offer/provide on demand for-hire transportation services as long as

- A. the NEMT/SAT Wheelchair Accessible Vehicle (WAV) has completed all safety inspections as required by Chapter 16.40 and its relevant Administrative Rule and is currently permitted with the City of Portland;
- B. the NEMT/SAT WAV has received an endorsement by the Director in writing allowing the use of the NEMT/SAT WAV. On-Demand, NEMT/SAT WAV endorsements are valid for 12 calendar months or until the expiration date of the affiliated NEMT/SAT Company permit, whichever is sooner.
- C. the driver has a current, valid City of Portland PFHT Driver's permit or TNC certification.

13. Maximum Hours for NEMT/SAT Drivers. No NEMT/SAT Driver is allowed to drive after engaging in more than 14 hours of commercial activity in a 24-hour period.

- A. Each NEMT/SAT Company must maintain hours of service records for its drivers for a period of at least 1 year from the date of the driver's last for-hire service.

B. Both NEMT/SAT Drivers and Companies are subject to penalties for any violation of Section 13 of this Administrative Rule.

14. NEMT/SAT Insurance Requirements. Coverages and Limits: All NEMT/SAT Company permit holders must obtain, comply with, and maintain the minimum levels of insurance coverage outlined below during the entire term that the permit is valid:

A. Commercial Business Insurance. NEMT/SAT Company permit holders must secure and maintain a Commercial General Liability policy reflecting limits of no less than \$1,000,000 per Occurrence and \$2,000,000 Aggregate for covered claims arising out of, but not limited to, Bodily Injury, Property Damage, Personal and Advertising Injury, and Contractual Liability in the course of the permit holder's work under a for-hire transportation company permit.

B. Vehicle Insurance. All NEMT/SAT Company permit holders, regardless of whether the company holds title to a vehicle or not, must provide the City with a copy of a valid Commercial Auto Liability policy reflecting a Combined Single Limit of not less than 500,000 per occurrence for claims arising out of, but not limited to, bodily injury and property damage incurred from the business use of any scheduled, non-owned, and hired automobile in the course of the vehicle's use as a for-hire transportation vehicle. The Commercial Auto Liability policy must comply with the mandatory laws of the State of Oregon and/or other applicable governing bodies.

C. Worker's Compensation and Employers Liability Insurance. The NEMT/SAT Company permit holder must secure and maintain a Workers Compensation and Employers Liability policy where required by state law.

D. Additional Policy Conditions: NEMT/SAT Policies must also contain, include, provide for or comply with the following:

i. The Commercial General Liability and Commercial Auto Liability coverage must name the City and its officers, agents and employees as additional insureds as respects to claims, in the course of the permit holder's work as a for-hire transportation company, covered by such policies;

ii. Policy coverages must be primary and non-contributory, and any insurance coverage maintained by the City must be considered excess.

iii. The insurance limits are subject to statutory changes as to maximum limits of liability imposed on municipalities of the State of Oregon during the permit's term;

- iv. The insurance policy must allow for written notice to the Director 30 days before any policy is canceled;
- v. The insurance policy must allow for written notice to the Director 30 days before a policy will expire or be reduced in coverage;
- vi. All insurance companies issuing policies under this Section must carry at least an A.M. Best Company rating of A-, VIII or better; and
- vii. The adequacy of insurance coverage outlined in this Section is subject to the review and approval of the City Attorney's Office.

E. NEMT/SAT Company Permit Holder's Insurance Obligations. All NEMT/SAT Company permit holders must comply with the following obligations with respect to insurance reporting, updating and filing:

- i. The permit holder must maintain continuous, uninterrupted coverage for the duration of the permit. Any lapse in insurance coverage, even if it is later backdated by the insurance company, is subject to a civil penalty.
- ii. The permit holder must file a certificate of liability with the Director that evidences insurance coverage and terms that are in compliance with the requirements of this Section. The certificate of liability must be on a standard ACORD form or its equivalent.
- iii. The permit holder must file with the Bureau a copy of the insurance company-issued additional insured endorsements naming the City and its officers, agents and employees as additional insureds.
- iv. The permit holder must keep a copy of the vehicle's proof of insurance in every for-hire vehicle.

F. Independent Contractors/Owner-Operators. If an independent contractor/owner-operator relationship exists with a NEMT/SAT permit holder and the independent contractors/owner-operators provide services under the permit holder's permit, then the permit holder and the City require the same insurance coverages and limits and conditions as otherwise outlined for NEMT/SAT Companies. The same certificate of liability and additional insured endorsement requirements will apply.

G. Alternative to Insurance Requirements. Alternatives to insurance, such as self-insurance, may occur only if the level of coverage and the terms, conditions and obligations meet the same or higher requirements pertaining to NEMT/SAT Companies, and only if the public safety and well-being is not endangered thereby. The adequacy of

proposed alternative insurance coverage is subject to approval by the City Attorney's Office before such alternative insurance may become effective.

15. NEMT/SAT Company Financial and Operating Restrictions and Reporting.

A. For the purposes of investigating citizen complaints and to aid in enforcement of this Chapter, the Director may require a NEMT/SAT Company to report financial and operating data, in such form and at such times as the Director requires. The company must compile the necessary data and submit reports to the Director as requested and within the timeframe demanded subject to the requirements of this Section, but in no event must the company be forced to submit this information without at least 72 hours prior notice by the Director.

B. Except as otherwise required by law, information submitted to the Director under this Section can only be used within the City government. Such information may not be released to the public except in aggregate form.

C. Notwithstanding the provisions of Section 15 B of this Administrative Rule., information submitted under this Section may become a matter of public record as necessary to initiate, prosecute and defend an enforcement action.

16. NEMT/SAT Companies must report any of the following events to the Director within 24 hours of it becoming known by any company officer or principal managing employee:

A. The arrest or conviction for any criminal offense of any officer or principal managing employee of the company involving the operation of that company;

B. Any accident required to be reported to the State of Oregon involving a NEMT/SAT vehicle;

C. The filing of any lawsuit against or on behalf of the NEMT/SAT Company related to the operation of the NEMT/SAT Company;

D. The initiation of bankruptcy proceedings or corporate or partnership dissolution by the NEMT/SAT Company; and

E. Any information required to be disclosed by Section 17 of this Administrative Rule that comes to the attention of a NEMT/SAT Company's management.

17. NEMT/SAT Drivers must report any of the following events to the Director and to the driver's for-hire transportation company within 24 hours of its occurrence:



- A. Any arrest, charge, or conviction of the driver for any criminal offense, or any traffic violation, that occurs during, or arises out of, the driver's operation of a for-hire transportation vehicle;
- B. Any arrest, charge or conviction of the driver for any criminal offense involving theft, robbery, burglary, assault, sex crimes, drugs, prostitution, or any related offense;
- C. Any vehicle accident required to be reported to the State of Oregon involving any vehicle operated as for-hire transportation by the driver; and
- D. Any restriction, suspension or revocation of the driver's motor vehicle driver's license.

18. Pedicab Driver Permits Required – Application Process and Requirements.

- A. Permit Required. No person may drive a pedicab without a valid, current pedicab driver's permit issued under Chapter 16.40.
- B. Application Documents Required. Applicants for a pedicab driver's permit must submit to the Director the items listed below. The failure to submit any of the items listed will result in a denial of the permit:
  - i. a completed application on a form approved by the Director;
  - ii. a copy of the applicant's current driver's license or government issued photo identification (if the company has a Bureau-approved training class relating to traffic rules and regulations); and
  - iii. if necessary, any information that reasonably relates to the application or is a clarification of information provided to the Director.
- C. Pedicab Driver Photographs. Pedicab Driver Permit applicants will be photographed by the Bureau upon submittal of the Pedicab driver permit application. The photograph then becomes a part of the applicant's submittal package.
- D. Pedicab Fees Required. Applicants must submit a nonrefundable application fee in the amount listed in the Fee Table in Section 37 of this Administrative Rule.
- E. Pedicab Driver Age and Criminal History. Applicants for a Pedicab Driver's permit may not be issued a permit if any of the following conditions exist:
  - i. The applicant has a felony of any kind in the 10 years preceding the submission of the application;

- ii. The applicant has a felony involving physical harm or attempted physical harm to a person, regardless of when the conviction occurred;

- iii. During the 5-year period preceding the submission of the application, the applicant has been convicted of any criminal offense involving:

- a. any misdemeanor involving theft, robbery, burglary, assault, sex crimes, drugs, prostitution, or weapons; or

- b. any traffic crime, including but not limited to: driving under the influence of intoxicants, reckless driving, attempt to elude a police officer, or leaving the scene of an injury accident;

- iv. The applicant is less than 18 years old.

F. Pedicab Driver Safety and Customer Service Training Requirements. Applicants must successfully complete the following training and classes within 6 months of issuance of the driver's permit:

- i. A Bureau-approved driver safety program; and

- ii. A Bureau-approved customer service training class.

G. Pedicab Driver Knowledge and Skills Testing Requirements. Applicants must successfully complete each of the following tests as administered by the Bureau before a permit can be issued:

- i. Map-reading;

- ii. Relevant City Code provisions and administrative rules; and

- iii. Portland-area attractions.

#### 19. Issuance of Pedicab Driver's Permit; Term; Replacements.

A. Pedicab Permit Issuance and Fees. If an applicant submits the required documents and otherwise satisfies all conditions and requirements found in Section 18 of this Administrative Rule, the Director will issue a driver's permit to the applicant within 20 days of completion of all requirements and payment of the permit fees outlined in the Fee Table in Section 37 of this Administrative Rule.

B. Pedicab Driver Permit Requirements: All driver permits must:

- i. contain the permit number, permit expiration date, the driver's name and the driver's photograph; and

- ii. be posted in a prominent place within a pedicab the permitted Pedicab Driver.

C. Term. Pedicab Driver's permits are valid for a period of 12 months from the date of issuance and must be renewed upon expiration. Permits expire on the last day of any given month, regardless of what day of the month the Bureau issued the permit. In order to achieve the goal of staggered renewal dates, the Board may by administrative rule require that initial permit terms following passage of this ordinance are valid for a period of less than 12 months.

D. Pedicab Driver Permit Replacements. If a driver's permit is lost, damaged or stolen, the Director will issue a replacement permit for a fee in the amount outlined in the Fee Table in Section 16.40.590.

E. Compliance with Business License Tax Law. If applicable, any person issued a Pedicab Driver permit under this Chapter must comply with all provisions of the Business License Tax Law, Chapter 7.02, within 60 days of issuance of a driver's permit.

F. Suspension for Failure to Complete Training. Pedicab Drivers that do not successfully complete all training and skills tests as required by Section 18 F-G of this Administrative Rule. within 6 months of the permit's issuance must return their permits to the City and those permits are thereafter suspended pending completion of all required skills tests and trainings. If the required tests and trainings are not completed within 9 months of the permit's original issuance date, the permit is revoked and applicants must begin the permit process again.

## 20. Further Review and/or Denial of a Pedicab Driver Permit Application.

A. "Request for More Information" Letter. If the Director determines that a permit cannot be issued due to an incomplete application, a failure to pay the application fee, or for any reason found in Section 18 of this Administrative Rule that can potentially be corrected, the Director will send the applicant a "Request for More Information" letter (the "Information Letter") within 21 days of the initial application date. If the Director does not grant a permit or send an Information Letter within 21 days, the application is deemed denied and the applicant may appeal pursuant to Section 16.40.950.

B. Contents of Information Letter. The letter must list the reason(s) in Section 18 of this Administrative Rule that require further information and/or review before a permit may be issued.

C. Pedicab Driver Permit applicant Response Opportunity. If an applicant receives an Information Letter, the applicant may respond by either:

- i. Submitting any missing information as requested by the Director in the letter;
- ii. Completing, within 90 days, any skills tests, driving tests, or knowledge tests that the applicant failed; or

D. Failure to Respond. A Pedicab Driver permit application is deemed rejected if the applicant fails to respond in writing within 10 days to an Information Letter. Rejected applicants that subsequently wish to obtain a driver's permit must file a new application and meet all the requirements of Section 18 of this Administrative Rule, including paying all necessary application fees. If the applicant shows that the delay in responding was based on good cause, the Director may allow the applicant to respond to the Information Letter in the manner prescribed in Section 20 C of this Administrative Rule.

## 21. Pedicab Driver Permit Renewals; Consequences of Failure to Renew.

A. Pedicab Driver permits must be renewed every 12 months from the date of issuance.

B. Every 2 years from the date of the initial permit, drivers must successfully complete all driver safety classes as described in Section 18 F of this Administrative Rule. In addition, the City will conduct a review of the driver's criminal history and DMV records during this time.

C. The following information, certificate of completion and payment amount must be submitted to the Bureau no less than 1 month prior to the renewal date:

- i. Updated file information if any information in the original application has changed;
- ii. Payment of the renewal fee as outlined in the Fee Table in Section 37 of this Administrative Rule.
- iii. Certificate of completion of a Bureau-approved driver safety class as described in Section 18 F of this Administrative Rule.

D. Pedicab Driver Permits will not be renewed unless the driver is in compliance with the City's Business License Tax Law, Chapter 7.02, if applicable.

E. Permits will not be renewed if the driver fails to satisfy any condition that would have been grounds to deny the initial permit, including any criminal activity or driving crimes/violations.

F. Pedicab Driver Permits will not be renewed if the driver has more than five assessed civil penalties or more than \$4,500 in assessed civil penalty fines in the 12 months prior to the renewal date.

G. If a Pedicab Driver fails to timely pay the permit renewal fee, timely provide the renewal information required by Section 21 C of this Administrative Rule., or fails to timely complete any training course as required by Section 21 B of this Administrative Rule, the permit expires and becomes void. Voided driver permits require the former permittee to file an initial permit application and pay all necessary fees as outlined in Section 18 of this Administrative Rule to obtain a valid permit.

## 22. Pedicab Company Permits Required – Application Process & Requirements.

A. Permit Required. No person or entity may conduct business as a Pedicab Company without a valid, current Pedicab Company permit issued by the City under Chapter 16.40.

B. Pedicab Company permit Application Requirements. An applicant for a Pedicab Company permit must submit to the Director:

- i. a completed application on a form supplied by the Bureau;
- ii. proof of registration with the Secretary of State for any corporate, LLC or LLP entity;
- iii. proof of registration with the Secretary of State for any assumed business name, along with a listing of the registrant of such;
- iv. The name of any person or entity holding an ownership interest of 20 percent or more for any corporation, limited liability company or limited liability partnership;
- v. A nonrefundable application fee in the amount outlined in the Fee Table in Section 37 of this Administrative Rule.

C. Additional Requirements. In addition to the requirements of Section 22 B of this Administrative Rule, the Director has the authority to require, by administrative rule, that the applicant demonstrate some or all of the following:

- i. that it has an adequate amount of financial resources to ensure compliance with the requirements of this Chapter, including, but not limited to, insurance and vehicle requirements,
- ii. that it has a valid business plan to enter into the for-hire market,

iii. that there is a need for additional pedicab service providers in the City limits to service a growing demand or that the applicant has a business model to attract new business in the current market.

D. Compliance with Secretary of State Rules. No permit will be issued unless the company is validly registered with the Secretary of State, including all assumed business names.

## 23. Issuance of Pedicab Company Permits; Term; Replacements.

A. Issuance of Pedicab Company Permit. If the applicant provides all necessary documents required in Section 22 of this Administrative Rule, and if the applicant has a current business license issued under Chapter 7.02, the Director will issue a Pedicab Company permit upon the payment of the required permit fee as outlined in the Fee Table in Section 37 of this Administrative Rule. If the applicant fails to satisfy any requirement, the permit will be denied.

B. Term. Pedicab Company permits are valid for a period of 12 months from the date of issuance. Permits expire on the last day of any given month, regardless of what day of the month the Bureau issued the permit. In order to achieve the goal of staggered renewal dates, the Board may by administrative rule require that initial permit terms following passage of this ordinance are for less than 12 months.

C. Replacement Pedicab Company Permit. If a Pedicab Company permit is lost, damaged or stolen, the Director will issue a replacement permit for a fee amount as outlined in the Fee Table in Section 37 of this Administrative Rule.

## 24. Pedicab Company Permit Renewals.

A. Pedicab Company permits must be renewed 12 months after issuance. All permits expire on the last day of any given month, regardless of what day of the month the original permit was issued.

B. The following information and documents must be submitted to the Bureau no later than 1 month prior to the renewal date:

- i. Updated file information if any information in the initial application has changed; and
- ii. Current copies of insurance certificates for any permitted vehicles that are subject to the requirements found in Section 31 of this Administrative Rule.

C. Pedicab Companies must pay the renewal fees outlined in the Fee Table in Section 37 of this Administrative Rule.

D. Permits will not be renewed if the company fails to satisfy any condition that would have been grounds to deny the initial permit.

E. Permits will not be renewed unless the company is in compliance with the City's Business License Tax Law, Chapter 7.02.

F. Permits will not be renewed if the company does not have a current, valid registration with the Oregon Secretary of State's office, including registration of all assumed business names.

## 25. Pedicab Decals Required - Application Process & Requirements.

A. Decal Required for Pedicabs. No Pedicab may be used as a for-hire transportation vehicle without a valid and unobstructed decal issued by the City under Chapter 16.40. Applicants for a Pedicab decal must satisfy the conditions as set forth in Section 24 B-F of this Administrative Rule. for every Pedicab decal application, which includes providing to the Bureau a copy of all certificates required.

B. Application Form. The applicant for a Pedicab decal must complete a "Pedicab Decal Application Form" provided by the Director and which includes the following requested information:

i. Pedicab Make;

ii. Pedicab Model; and

iii. Pedicab Owner.

C. Insurance Certificate. All Pedicab applicants must provide the Bureau with an insurance certificate of liability indicating that the requirements of Section 31 of this Administrative Rule have been satisfied.

D. Safety Inspection. The Director has the authority, by administrative rule, to require that a Pedicab satisfy certain safety standards before it may be decaled. This may include inspection by an independent third party or inspection by City personnel.

E. Pedicab Condition. Notwithstanding Section 25 D of this Administrative Rule, no Pedicab will be decaled if the Director determines that the interior is not clean and/or the exterior is not in good condition.

F. Fees. Pedicab companies must pay a nonrefundable application fee for each for-hire pedicab applying for a decal in the amount outlined in the Fee Table in Section 37 of this Administrative Rule.

## 26. Pedicab Decal Issuance or Denial.

A. Upon successful completion of the Pedicab Permit application process and payment of the required fees, the Director will issue a Pedicab identification decal bearing a bar code and the city seal for each Pedicab that qualifies.

B. Decals are valid for a period of no more than 12 months from the date of issuance, and all decals expire on the same day as the expiration of the Pedicab Company permit with which they are affiliated. Fees for decals that are not issued contemporaneously with a Pedicab Company permit will be prorated to equal the cost of the number of months remaining until the company permit expires.

C. Decals must be affixed to the Pedicab and must be clearly visible upon outside inspection.

D. Permittees may not operate any substitute Pedicab until the substitute Pedicab has passed the safety inspection process as required by the director and has a decal affixed to it.

E. Decals that are intentionally destroyed or damaged by the permittee prior to renewal and without the City's authorization are not subject to renewal.

F. All permits and decals issued by the City under the terms of this Chapter are City property and cannot be leased, sold, transferred or assigned in any manner.

G. Any permit or decal that is not returned to the City within 21 days upon revocation or upon a failure to renew is considered conversion of City property and is an actionable offense in a court of competent jurisdiction.

H. Any person or company that fails to return, within 21 days, any permit or decal upon revocation or upon a failure to renew is subject to a civil penalty of \$1,500.

### 16.40.250 Knowingly Providing False Information; Penalties.

I. Any person that knowingly provides materially false information on any document, insurance form, report or application required under this Chapter is subject to a civil penalty of \$250 for each occurrence.

J. If the correct information would have been grounds for a denial of a permit for any reason, then any permit issued due to the false information is revoked in addition to the penalty of \$250 of each occurrence.



K. If a person knowingly provides materially false information to an insurance agent, broker or company as part of the requirements for a permit or decal insurance under this Chapter, then all permits and decals issued to that person will be revoked immediately upon the date the violation is discovered by the Director.

## 27. Pedicab Decal Renewals.

A. Pedicab Company permittees must pay a renewal fee in the amount outlined in the Fee Table in Section 37 of this Administrative Rule for each decaled Pedicab no later than 1 month prior to the decal expiration date.

B. If the permittee fails to pay the renewal fee or provide other renewal information as required by Section 27 A of this Administrative Rule, the Pedicab decal is deemed abandoned and the Pedicab decal becomes void within 30 days of its original expiration date.

C. Voided Pedicab decals are not renewable in the year following their voidance.

D. Once a Pedicab decal is voided, a for-hire transportation company may not renew that decal and instead must complete the initial application process if the company seeks a decal for that pedicab.

E. No decal will be issued as a renewal if any condition exists that would have been grounds for denial of the initial decal.

## 28. Late Submission of Payments Due, Information or Documents; Penalties.

A. Any person that does not timely submit any payment when due, or who does not timely submit any information or documents required under this Chapter or requested by the Director, is subject to a civil penalty as described in Section 28 B of This Administrative Rule.

B. Civil penalties for late submissions will be assessed as follows:

i. If less than 10 days late, the penalty is \$50 per occurrence.

ii. If more than 10 days late but less than 21 days late, the penalty is \$100 per occurrence.

iii. If more than 21 days late the penalty is \$200 per occurrence and, if the information or documents are necessary for the issuance or renewal of a permit, the permit will not be issued by the City absent a showing of good cause for the delay.

29. Pedicab Driver and Pedicab Requirements and Prohibitions.

A. Pedicabs are required to satisfy the following conditions when operating between dusk and dawn:

- i. Make use of working battery-powered lights;
- ii. Be equipped with one headlight capable of projecting a beam of light for a distance of at least 500 feet; and
- iii. Be equipped with two red taillights mounted on the right and left area of the pedicab's rear.

B. No Pedicab may be operated on a public sidewalk, unless it is allowed to do so pursuant to either city, county or state bicycle and tricycle traffic laws.

C. No Pedicab may use any public street, public property or right-of-way as a waiting area unless such area is a legal motor vehicle parking area or unless it is allowed to do so as a bicycle or tricycle pursuant to city, county or state traffic laws

D. All Pedicab drivers must have a valid driver's license or government-issued photo identification in their possession while in control of any Pedicab.

E. No Pedicab driver may exceed the Pedicab manufacturer's limits on the amount of weight the Pedicab may safely carry.

F. No bicycle or tricycle may operate as a Pedicab by pulling any kind of cart, trailer or other enclosed seating contraption behind the bicycle or tricycle.

G. Every Pedicab must be:

- i. Kept clean;
- ii. Kept in good appearance and good repair; and
- iii. Kept in a safe condition.

30. Maximum Hours for Pedicab Drivers. No Pedicab Driver is allowed to drive after engaging in more than 14 hours of commercial activity in a 24-hour period.

A. Each Pedicab Company must maintain hours of service records for its drivers for a period of at least 1 year from the date of the driver's last for-hire service.

B. Both Pedicab Drivers and Companies are subject to penalties for any violation of Section 30 of this Administrative Rule.

### 31. Pedicab Insurance Requirements.

A. Coverages and Limits: All Pedicab transportation company permit holders must obtain, comply with, and maintain the minimum levels of insurance coverage outlined below during the entire term that the permit is valid:

i. Commercial Business Insurance. Company permit holders must secure and maintain a Commercial General Liability policy reflecting limits of no less than \$500,000 per Occurrence and \$1,000,000 Aggregate for covered claims arising out of, but not limited to, Bodily Injury, Property Damage, Personal and Advertising Injury, and Contractual Liability in the course of the permit holder's work under a for-hire transportation company permit.

ii. Worker's Compensation and Employers Liability Insurance. The company permit holder must secure and maintain a Workers Compensation and Employers Liability policy where required by state law.

B. Additional Policy Conditions. Policies required under Subsection 31, A, i of this Administrative Rule. must also contain, include, provide for or comply with the following:

i. The Commercial General Liability coverage must name the City and its officers, agents and employees as additional insureds as respects to claims, in the course of the permit holder's work as a for-hire transportation company, covered by such policies;

ii. Policy coverages must be primary and non-contributory, and any insurance coverage maintained by the City must be considered excess;

iii. The insurance limits are subject to statutory changes as to maximum limits of liability imposed on municipalities of the State of Oregon during the permit's term;

iv. The insurance policy must allow for written notice to the Director 30 days before any policy is canceled;

v. The insurance policy must allow for written notice to the Director 30 days before a policy will expire or be reduced in coverage;

vi. All insurance companies issuing policies under this Section must carry at least an A.M. Best Company rating of A-, VIII or better; and

vii. The adequacy of insurance coverage outlined in this Section is subject to the review and approval of the City Attorney's Office.

C. Permit Holder's Insurance Obligations. All pedicab company permit holders must comply with the following obligations with respect to insurance reporting, updating and filing:

i. The permit holder must maintain continuous, uninterrupted coverage for the duration of the permit. Any lapse in insurance coverage, even if it is later backdated by the insurance company, is subject to a civil penalty.

ii. The permit holder must file a certificate of liability with the Director that evidences insurance coverage and terms that are in compliance with the requirements of this Section. The certificate of liability must be on a standard ACORD form or its equivalent.

iii. The permit holder must file with the Director a copy of the insurance company-issued additional insured endorsements naming the City and its officers, agents and employees as additional insureds.

D. Alternative to Insurance Requirements. Alternatives to insurance, such as self-insurance, may occur only if the level of coverage and the terms, conditions and obligations meet the same or higher requirements as found in Section 31 A-C of this Administrative Rule, and only if the public safety and well-being is not endangered thereby. The adequacy of proposed alternative insurance coverage is subject to approval by the City Attorney's Office before such alternative insurance may become effective.

### 32. Financial and Operating Restrictions and Reporting.

A. For the purposes of investigating citizen complaints and to aid in enforcement of this Chapter, the Director may require a for-hire transportation company to report financial and operating data, in such form and at such times as the Director requires. The company must compile the necessary data and submit reports to the Director as requested and within the timeframe demanded subject to the requirements of this Section, but in no event must the company be forced to submit this information without at least 72 hours prior notice by the Director.

B. Except as otherwise required by law, information submitted to the Director under this Section can only be used within the City government. Such information may not be released to the public except in aggregate form.

C. Notwithstanding the provisions of Section 32 B of this Administrative Rule, information submitted under this Section may become a matter of public record as necessary to initiate, prosecute and defend an enforcement action.

33. Pedicab Companies must report any of the following events to the Director within 24 hours of it becoming known by any company officer or principal managing employee:

- A. The arrest or conviction for any criminal offense of any officer or principal managing employee of the company involving the operation of that company;
- B. Any accident required to be reported to the State of Oregon involving a Pedicab;
- C. The filing of any lawsuit against or on behalf of the Pedicab Company related to the operation of the Pedicab Company;
- D. The initiation of bankruptcy proceedings or corporate or partnership dissolution by the Pedicab Company; and
- E. Any information required to be disclosed by Section 34 B of this Administrative Rule that comes to the attention of a Pedicab Company's management.

34. Pedicab Drivers must report any of the following events to the Director and to the driver's for-hire transportation company within 24 hours of its occurrence:

- A. Any arrest, charge, or conviction of the driver for any criminal offense, or any traffic violation, that occurs during, or arises out of, the driver's operation of a for-hire transportation vehicle;
- B. Any arrest, charge or conviction of the driver for any criminal offense involving theft, robbery, burglary, assault, sex crimes, drugs, prostitution, or any related offense;
- C. Any vehicle accident required to be reported to the State of Oregon involving any vehicle operated as for-hire transportation by the driver; and
- D. Any restriction, suspension or revocation of the driver's motor vehicle driver's license, if applicable.

35. Compliance and Enforcement.

- A. Compliance with Federal, State and Local Law. Any company, driver vehicle or entity offering and/or providing private for-hire transportation that is not in compliance with all federal, state or local laws relating to "for-hire transportation" services is likewise not in compliance with Chapter 16.40 and its Administrative Rules, and is subject to

penalties, suspension or revocation pursuant to Sections 16.40.930, 16.40.940 and 16.40.950 or as otherwise specified in Chapter 16.40 and its Administrative Rules.

B. Compliance with taxiplate requirements. In accordance with Section 16.40.160, no Taxi Vehicle may be used as a for-hire transportation vehicle without a valid, current and unobstructed taxiplate issued by the City under Chapter 16.40 and must be affixed to the trunk, tailgate or rear bumper of the Taxi Vehicle.

i. Voided taxiplates are not renewable in the year following their voidance.

ii. Once a taxiplate is voided, a Taxi Company or Driver may not renew that taxiplate and instead must complete the initial application process pursuant to Chapter 16.40.150.

iii. Replacing or transferring taxiplates from one Taxi Vehicle to another Taxi Vehicle approved by the Director pursuant to Sections 16.40.150 and 16.40.160 is only allowed by written approval of the Director and upon receipt of a taxiplate replacement/transfer fee of \$150.

C. Compliance with taximeter requirements. No Taxi Vehicle may be used as a for-hire transportation vehicle without a taximeter as required in Section 16.40.160 D. unless alternative taximeter technology is utilized within Taxi Vehicles, as approved in writing by the Director. Taxi Companies must request use of alternative taximeter technology to the Director. Approval may be granted if the Director determines that such alternative taximeter technology accurately measures and records distance, time and/or speed traveled by the Taxi Vehicle and accurately calculates fares in a manner apparent to passengers pursuant to fare rate and receipt requirements within Sections 16.40.140, 16.40.160 and 16.40.910 D-H.

D. Compliance with PFHT Driver background checks. All PFHT Drivers must meet all relevant criminal and driving history requirements pursuant to Chapter 16.40. To ensure compliance, a local and national review of drivers shall be conducted annually by a third party accredited by the National Association of Professional Background Check Screeners. At the request of both the PFHT Company and the affiliated driver or affiliated applicant driver, required driver history reviews may be conducted by Director at cost to the affiliated PFHT Company.

E. Compliance with training/testing requirements. To satisfy training/testing requirements pursuant to Chapter 16.40. PFHT Drivers must successfully complete at least 80% of required trainings/testing.

i. Applicants are eligible to re-test following three business days and must successfully complete trainings/testing as required or will not be eligible to receive PFHT Driver permit.

ii. Drivers who do not successfully complete trainings/testing within the required allotted time may reapply with an affiliated PFHT company pursuant to all relevant driver requirements pursuant to Chapter 16.40. Drivers who fail required testing may not retest sooner than 72 hours of previous testing.

F. Compliance with vehicle inspection requirements. All PFHT Vehicles must pass an annual vehicle safety test performed by an approved ASE-certified mechanic, pursuant to Chapter 16.40. Vehicle safety tests must be completed on a form approved by the Director for all applicant PFHT Vehicles, as required in Sections 16.40.150, 16.40.250, 16.40.350, 16.40.450, 16.40.650 and relevant Administrative Rules.

G. Compliance with vehicle age requirements. Wheelchair Accessible Vehicles otherwise meeting all requirements pursuant to Sections 16.40.150, 16.40.160, 16.40.250, 16.40.260, 16.40.450, 16.40.460, 16.40.725, and 16.40.730 but that were permitted by the City of Portland and put into service prior to January 1, 2013 may be used and renewed until they are 15 years old, so long as they remain continuously permitted and in service from the time of purchase.

H. Authorized Enforcement. Pursuant Chapter 16.40, designated City Employees are authorized to enforce the provisions of Chapter 16.40 and its Administrative Rules and other related work under the direction of the Director of the Portland Bureau of Transportation.

i. Companies, drivers and vehicles authorized by the City of Portland to provide PFHT services pursuant to Chapter 16.40 are prohibited from blocking or denying access to PFHT services and/or affiliated PFHT dispatch services or TNC Apps to any City employee authorized to enforce the provisions of this rule. Failure to comply with any compliance and enforcement provision pursuant to Chapter 16.40 and its Administrative rules may result in civil penalties, criminal penalties, suspension and/or revocation of a permit, pursuant to Section 16.40.930, 16.40.940 and 16.40.950.

36. Unless a specific civil penalty amount is prescribed within Chapter 16.40 or its Administrative Rules pertinent to NEMT/SAT or Pedicab Services, penalties for specific code and administrative rule violations are found in the Civil Penalty Table in Section 16.40.930. Any violation of a code Section or Administrative Rule that is not found in the Civil Penalty Table and which is not specifically prescribed by a code Section, but which places an obligation or requirement on a driver or company, will result in a penalty of \$100 for the 1st violation, \$500 for the 2nd violation and \$1,000 for 3rd violation.

37. Fee table for NEMT/SAT and Pedicab operators. In accordance to 16.40.910, NEMT/SAT and Pedicab operators shall provide payment of fees to the City as follows:

PERMIT and APPLICATION FEES				
PERMIT TYPE	APPLICATION (nonrefundable)	INITIAL PERMIT	RENEWAL	REPLACEMENT
NEMT/SAT Driver	\$100	\$100	\$100	\$25
Pedicab Driver	\$25	\$25	\$25	\$10
NEMT/SAT Company	\$250	\$500	\$500	\$75
Pedicab Company	\$100	\$125	\$125	\$75
NEMT/SAT Vehicle	N/A	\$225	\$180	\$75
Pedicab	N/A	\$25	\$25	\$10
GENERAL FEES				
Moving Decals to Another Vehicle or Pedicab				\$150
Temporary Decals During Vehicle or Pedicab Repair				\$25

A. Fees are rounded up to a full monthly rate when being prorated for any particular decal, taxiplate or permit, regardless of what date of the month the fee is actually paid on.

38. Taxi Company and Transportation Network Company Permit Fees. Pursuant to Chapter 16.40.910, permitted Taxi Companies and TNCs shall pay quarterly permit fees established by the Director in accordance to 16.40.910 D.

A. The Director hereby establishes a fare rate of \$0.50 for each trip completed by Taxi and TNC Drivers affiliated with permitted Taxi Companies and TNCs.

B. Permitted Taxi Companies and TNC will be invoiced according to 16.40.910 F. and are responsible for timely payment of fees. Failure to do so may result in civil penalties, suspension of permit and/or revocation of permit pursuant to 16.40.930 and 16.40.940.

39. Horse-Drawn Carriage Driver Permits Required – Application Process and Requirements.

A. Permit Required. No person may operate a horse-drawn carriage without a valid, current horse-drawn carriage driver's permit issued under Chapter 16.40, except that no permit issued pursuant to this chapter is required of a person who is operating a horse-drawn carriage as an entry in a parade or otherwise permitted special event, where the horse-drawn carriage entry is specifically noted and approved in said special event



permit, and where the horse-drawn carriage rides are not being offered on-demand or by reservation to members of the general public.

B. Application Documents Required. The failure to submit any required application documents as listed below is grounds for denial of the permit. It is the applicant's responsibility to make certain that the information and forms required have been completed in full, and that there are no errors or omissions. Applicants for a horse-drawn carriage driver's permit must submit to the Administrator the items listed below:

1. A completed application on a form provided by the Administrator;
2. Proof of current residence address;
3. Legal proof that the applicant is at least 18 years of age;
4. A copy of the applicant's current motor vehicle driver's license, if any;
5. A copy of the applicant's non-Oregon driving record, if any, for any year in which the applicant was not a resident of Oregon during the last 10 years, regardless of the jurisdiction;
6. Disclosure of all applicable criminal history and driving and motor vehicle record history, as listed on the application form;
7. Certification of a horse-drawn driver training program approved by the Administrator;
8. Confirmation that the driver will be employed for a horse-drawn carriage company with current and valid horse-drawn carriage company and vehicle permits.
9. If necessary, any information requested by the Administrator that reasonably relates to the application or is a clarification of information provided.

C. Photographs. The applicant will be photographed by the Bureau after submission of the driver permit application. The photograph then becomes a part of the applicant's submittal package.

D. Fees Required. The applicant for a horse-drawn carriage driver's permit must submit an initial permit fee of \$25, and \$25 per year renewal fee.

E. Disqualifying Factors. The following disqualifying factors are grounds for denial of a horse-drawn carriage driver's permit:

1. The applicant has a felony conviction of any kind within the 10 years preceding the application and permit processing;
2. The applicant has a felony charge pending;
3. The applicant has a felony conviction involving physical harm or attempted physical harm to a person, regardless of when the conviction occurred;
4. The applicant has a felony charge pending involving physical harm or attempted physical harm to a person;
5. The applicant has been convicted of any criminal offense involving animal cruelty or neglect, regardless of when the conviction occurred;
6. During the 5-year period preceding the application and permit processing, the applicant has been convicted of a criminal offense involving:
  - a. any misdemeanor involving theft, identity theft, robbery, burglary, assault, sex crimes, drugs, prostitution, or weapons; or
  - b. any traffic crime, including but not limited to: driving under the influence of intoxicants, reckless driving, attempt to elude a police officer, or leaving the scene of an injury accident;
7. During the 5-year period preceding the application and permit processing, the applicant had 10 or more traffic infractions as defined in ORS 801.557; or three or more serious traffic violations as defined in ORS 801.477; or three or more motor vehicle accidents required to be reported to the Oregon Department of Motor Vehicles pursuant to ORS 811.720; or, three or more of any combination of serious traffic violations or motor vehicle accidents as provided above;
8. During the 10-year period preceding the application and permit processing, the applicant had five or more serious traffic violations as defined in ORS 801.477; or the applicant's driving privileges were limited, suspended, or revoked by any governing jurisdiction as a result of a driving-related incident;
9. The applicant has more than two traffic infractions or violations of any kind within the previous 12 months from the date of the application;
10. The applicant has a current Oregon Department of Motor Vehicles license restriction, suspension or revocation;
11. The applicant is less than 18 years old;

12. Upon review of the applicants criminal and motor vehicle background check, and other information deemed pertinent to the application, the administrator determines that information contained in the application is false or incomplete; or

13. Review of the applicant's traffic and criminal record, and other information the supervisor deems pertinent, is reasonable grounds for the determination that the public safety would not be served by the issuance of a driver's permit to the applicant.

F. Driver Safety and Customer Service Training Requirements. The applicant must provide documentation of successful completion of Bureau-approved horse-drawn carriage driver training prior to issuance of a horse-drawn driver's permit.

G. Driver Knowledge and Skills Testing Requirements. The applicant must successfully complete each of the following tests as administered by the Bureau or its designee before a permit can be issued:

1. Basic carriage horse care;
2. Demonstrate ability to operate and control a horse-drawn carriage;
3. Relevant City Code provisions and Administrative Rules.

#### 40. Horse-Drawn Carriage Company Permits Required – Application Process and Requirements.

A. Permit Required. No person or entity may operate a for-hire horse-drawn carriage company without a valid, current horse-drawn carriage company permit issued by the City under Chapter 16.40.

B. Each horse-drawn carriage company permit application must satisfy the requirements of Section 22 of this Administrative Rule.

C. Applicants must provide the physical location (address) of each stable or other facility used to house the carriage horses. Each facility must be available for inspection during normal hours of operation by the Administrator or designee.

D. Applicants for a horse-drawn carriage company permit must obtain certification for each carriage horse to be used in the operation of the permitted carriages. Application requirements for carriage horse certification are:

1. A description of the horse's name, age, breed, gender;

2. A photograph and physical description of the horse, to include color, markings or other identifying marks, such as brands or tattoos, or any other identifiers, such as microchips;
3. Certification of examination (Health Certificate) by an equine veterinarian within thirty day days prior to the application for a permit that the horse is able to perform the work described (in the horse-drawn carriage company application) without undue stress or effort.
4. Additional veterinary certification requirements are provided in Administrative Rule.

E. Insurance Certificate. All horse-drawn carriage applicants must provide the Bureau with an insurance certificate of liability and an additional insured endorsement indicating that the requirements of Section 42 of this Administrative Rule have been satisfied.

F. Applicants must provide to the Administrator a description of the types, dates and time range, length and location of horse-drawn carriage rides offered; and

G. Applicants must provide to the Administrator a schedule of rates and charges. An updated schedule must be provided to the Administrator when the rates are changed during the course of the permit.

H. Horse-drawn carriage company permit fees are: \$100 nonrefundable application fee, to be paid at the time of permit application; \$125 for initial one year permit, and \$125 per year annual permit renewal.

#### 41. Horse-Drawn Carriage Permit and Plate Required - Application Process and Requirements.

A. Permit and Decal or Plate Required for Horse-Drawn Carriages. No horse-drawn carriage may be used as a for-hire transportation vehicle without a valid and current permit and a valid and current, unobstructed plate issued by the City under Chapter 16.40. Applicants for a carriage vehicle permit and carriage plate must be the owner of the carriage. Carriage permits will only be issued to an owner who has obtained a horse-drawn carriage company permit.

B. Application Form. The applicant for a horse-drawn carriage permit must complete a "Horse-Drawn Carriage Application" in the form required by the Administrator, which includes, but is not limited to, the following required information:

1. Carriage make, model and manufacturer;
2. Seating capacity and weight limits;

3. A photograph of each carriage to be registered;

4. If necessary, any information that reasonably relates to the application or is a clarification of information provided to the Administrator.

C. Safety Inspection. The Board has the authority, by Administrative Rule, to require that a horse-drawn carriage operator demonstrate by inspection that all safety standards are met prior to a permit plate or decal being issued.

D. Horse-Drawn Carriage Condition. No horse-drawn carriage will be issued a plate or decal if the Administrator determines that the carriage is not clean and in good repair, with all required equipment in sound operating condition.

E. Horse-Drawn Carriage Equipment: Specific equipment requirements are provided by Administrative Rule.

F. Each horse-drawn carriage shall be made available for inspection at the request of the Administrator or his designee.

G. Fees. Horse-drawn carriage companies must pay a \$25 initial and annual renewal fee for each horse-drawn carriage vehicle permit and plate.

#### 42. Horse-Drawn Carriage Insurance Requirements.

A. Coverage and Limits: All horse-drawn carriage company permit holders must obtain, comply with, and maintain the minimum levels of insurance coverage outlined below during the entire term that the permit is valid:

1. Commercial Business Insurance. Company permit holders must secure and maintain a Commercial General Liability policy reflecting limits of no less than \$1,000,000 per Occurrence and \$2,000,000 Aggregate for covered claims arising out of, but not limited to, Bodily Injury, Property Damage, Personal and Advertising Injury, and Contractual Liability in the course of the permit holder's work under a for-hire horse-drawn carriage company permit.

2. Worker's Compensation and Employers Liability Insurance. The company permit holder must secure and maintain a Workers Compensation and Employers Liability policy where required by state law.

B. Additional Policy Conditions. Additional insurance policy requirements are provided in Administrative Rule.

C. Permit Holder's Insurance Obligations. All horse-drawn carriage company permit holders must comply with the following obligations with respect to insurance reporting, updating and filing:

1. The permit holder must maintain continuous, uninterrupted coverage for the duration of the permit. Any lapse in insurance coverage, even if it is later backdated by the insurance company, is subject to a civil penalty.
2. The permit holder must file a certificate of liability with the Administrator that evidences insurance coverage and terms that are in compliance with the requirements of this Section. The certificate of liability must be on a standard ACORD form or its equivalent.
3. The permit holder must file with the Administrator a copy of the insurance company-issued additional insured endorsements naming the City and its officers, agents and employees as additional insureds.

D. Alternative to Insurance Requirements. Alternatives to insurance, such as self-insurance, may occur only if the level of coverage and the terms, conditions and obligations meet the same or higher requirements as found in Subsections 16.40.650 A. through C., and only if the public safety and well-being is not endangered thereby. The adequacy of proposed alternative insurance coverage is subject to approval by the City Attorney's Office before such alternative insurance may become effective.

#### 43. Horse-Drawn Carriage Temperature, Time and Place Restrictions.

- A. No horse-drawn carriage may operate between the hours of 6 a.m. and 10 a.m. or between the hours of 3 p.m. and 6 p.m. except on Saturdays, Sundays and City holidays, unless an exemption from this restriction is granted by the Administrator.
- B. No horse-drawn carriage may operate when the outdoor temperature is greater than 90 degrees Fahrenheit.
- C. No horse-drawn carriage may operate when the outdoor temperature/humidity exceeds the Carriage Operators of North America (CONA) standards.
- D. No horse-drawn carriage may operate in the presence of weather conditions that make horse-drawn carriage travel unsafe.
- E. Should any condition or combination of conditions in Section 43 B-D of this Administrative Rule occur, the horse-drawn carriage driver will remove the horse from the street to a safe location, provide appropriate rest and shade or shelter, and will return the horse to its stable or usual boarding facility, by the least-strenuous and shortest safe route possible.

F. No horse-drawn carriage may operate on a street that does not have a posted speed limit of 35 mph or less.

G. No horse-drawn carriage may operate along a street with MAX or street car tracks. Upon written request, permission may be granted by the Administrator, to allow brief access or crossing of streets with MAX or streetcar tracks in order to provide access to particular locations. The Administrator may provide a list of excepted circumstances and locations in Administrative Rule.

H. The Administrator or his designee, who observes a horse-drawn carriage operating in adverse weather or other dangerous conditions creating a threat to the health and safety of the horse, passengers, or to the general public, may order the ride discontinued and the horse returned to its boarding facility by the least-strenuous and shortest safe route possible.

#### 44. Operation of Horse-Drawn Carriages: Requirements and Prohibitions.

A. The company and carriage permit holder is responsible to ensure that all drivers operating have a current and valid City horse-drawn carriage driver permit, and that all drivers operate in compliance with the requirements of this Chapter. Penalties may be issued to both company and driver for violations of operating requirements.

B. Each horse-drawn carriage must maintain unobstructed the City horse-drawn carriage permit plate in the location and manner prescribed in Administrative rule.

C. Each horse-drawn carriage driver must carry his horse-drawn carriage driver permit when operating a horse-drawn carriage, and present the permit for inspection when requested by the Administrator or his designee.

D. Each horse-drawn carriage and horse-drawn carriage operator shall comply with all other requirements of State, federal and local law.

E. No horse-drawn carriage driver shall permit other persons to operate the carriage under his control at any time under any circumstances.

F. No driver shall operate a horse-drawn carriage at a weight or capacity in excess of the manufacturer's recommendation for that carriage;

G. No driver shall operate a horse-drawn carriage when the combined weight of the carriage and passengers exceeds the weight of the horse;

H. Horse-drawn carriages and equipment must be available for inspection immediately upon request by the Administrator or his designee.

I. A copy of the Health Certificate for the working carriage horse, as described in Section 40 of this Administrative Rule, shall be in the custody of the company owner at all times. The driver will keep a copy of this Certificate in any operating carriage, and make said Certificate immediately available for inspection upon request by the Administrator or his designee.

J. No horse-drawn carriage driver shall leave a horse untethered or unattended except when confined to a stable or other safe enclosure.

K. Each driver operating a horse-drawn carriage shall maintain the horse at a speed no faster than a walk or slow trot.

L. Waste catchers must be in place and functioning properly at all times. It shall be the responsibility of the horse-drawn carriage operator to clean up any spillage.

M. The operator of a horse-drawn carriage must comply with the orders of the Administrator or his designee, or any police officer, parking enforcement officer, or animal control officer regarding the operation of the carriage. Failure to comply with these directions is grounds for revocation of the horse-drawn carriage driver's permit and the horse-drawn carriage vehicle and company permits.

#### 45. Care of Carriage Horses.

A. Horse-drawn carriage rides must not be initiated nor continued when the ambient temperature is greater than 90 degrees Fahrenheit, or when the combination of temperature and humidity exceeds current Carriage Operators of North America (CONA) standards.

B. When the temperature exceeds 90 degrees Fahrenheit, or the combination of temperature and humidity exceeds current CONA standards, the carriage driver will end the ride and return the horse to the home boarding facility or pasture by the least-strenuous and shortest safe route possible, providing rest and shelter as required.

C. When the temperature is between 84 and 90 degrees Fahrenheit, no carriage ride will be initiated if the local weather forecast predicts temperatures to rise over 90 degrees Fahrenheit during the time for which the ride is scheduled, or within the time allowed for the trip back to the boarding facility.

D. When conducting horse-drawn carriage rides when the temperature is between 78 and 90 degrees Fahrenheit, the driver will monitor respiratory rate, heart rate and temperature of the horse every hour. Horses exceeding the following resting parameters should immediately undergo cooling measures, then be brought to the stable for rest, and not worked for the remainder of that day:



1. Respiratory rate > 36 breaths per minute after 1 minute;
2. Temperature > 103 degrees;
3. Heart rate > 52 beats per minute after 1 minute recovery time.

E. Horses must be provided with a blanket for dryness and warmth when appropriate.

F. Owners, operators and drivers of a horse-drawn carriage will monitor the condition of each horse and will not allow a horse to work when there are signs of exhaustion, dehydration, sickness, disease, injury or severe stress.

G. No stallions, no mares with unweaned foals, and no pregnant mares at gestation greater than 9 months shall be used as carriage horses.

H. The towing weight of the horse-drawn carriage may not exceed the weight of the horse.

I. Tie ropes used around the neck or attaching to the halter shall be carried on all horse-drawn carriages. No horse shall be tied using the bridle, bit or reins.

J. No animal shall work pulling a horse-drawn carriage for more than 5 hours in a 24 hour period, nor more than 5 days in any given week.

K. Each horse will be given at least a 10 minute rest period at the end of each hour of work. The horse must be provided ready access to clean drinking water during each break, and must be allowed at reasonable intervals to consume food and water during the workday.

L. Stables or other boarding facilities must be sanitary. Stables and stalls must be in good repair, well-ventilated, and free of hazards and debris.

M. Horses must be turned out for at least one hour per day. Adequate turn-out facilities include dry paddocks, runs, or pastures of dimensions equal to or greater than 12 feet by 24 feet.

46. Horse-Drawn Carriage Regulations. Unless the context clearly requires otherwise or unless the regulations and requirements are more stringent than those found in Sections 39-46 of this Administrative Rule, horse-drawn carriage drivers, companies, and vehicles are subject to the regulations and requirements found in this Chapter 16.40 and its relevant Administrative Rules.

47. Horse-Drawn Carriage Penalties.

A. For violation of the regulations and requirements Chapter 16.40 and its relevant Administrative Rules pertaining to horse drawn carriages, the penalties are \$250 for the first occurrence, \$500 for the second occurrence, and \$1,000 and permit suspension for the third occurrence.

B. Three or more violations within one year are grounds for permanent revocation of horse-drawn carriage driver, vehicle and company permits.

48. Fee Table. In accordance to Chapter 16.40.910, PFHT operators shall provide payment of fees to the City as follows:

PERMIT TYPE	APPLICATION (nonrefundable)	INITIAL PERMIT	RENEWAL	REPLACEMENT
Taxi Company	\$250	(See 16.40.910 D-F)	(See 16.40.910 D-F)	\$75
TNC	\$250	(See 16.40.910 D-F)	(See 16.40.910 D-F)	\$75
Executive Town Car Company	\$250	\$500	\$500	\$75
Executive Town Car Decal	N/A	\$225	\$180	\$75
Shuttle Company	\$250	\$500	\$500	\$75
Shuttle Vehicle Decal	N/A	\$225	\$180	\$75
LPT Company	\$250	\$500	\$500	\$75
LPT Vehicle Decal	N/A	\$225	\$180	\$75
GENERAL FEES				
Moving Decals to Another Vehicle or Pedicab			\$150	
Taixplate Replacement			\$75	
Temporary Decals During Vehicle or Pedicab Repair			\$25	

Signed: \_\_\_\_\_

Leah Treat, Director, Portland Bureau of Transportation