



DDC

STANDARD CONSTRUCTION OPERATING PROCEDURE

City of New York Department of Design and Construction
Division of Infrastructure Bureau of Construction

SUBJECT: COMMERCIAL VEHICLE REQUIREMENTS
FOR DDC HAULERS

APPROVED

[Handwritten Signature]
Assistant Commissioner - John W. Pusz, P.E. 4/15/99

SCOP..... : 99 - 005 G

CATEGORY : Contract Compliance
Subcategory : Haulers

Keywords : Haulers, Trucks, DOS

Supersedes... : N/A

Supplements.... : N/A

Sheet..... : 1 of 1

Issue Date..... : April 2, 1999

The Department of Sanitation (DOS) recently conducted a spot check of trucks being used on DDC projects and discovered that many did not possess the required licenses, permits, or tax stamps needed to legally operate as commercial hauling vehicles. These licenses, permits and tax stamps are detailed on the attached Commercial Vehicle Requirements chart, and include but are not limited to the following; Highway Use Tax Stamp (HUT), NYC Motor Vehicle (MV) Tax Stamp, International Fuel Tax Agreement (IFTA), Overweight Permit, and a Consumer Affairs License.

DDC contracts require that contractors and subcontractors adhere to all applicable rules and regulations. Furthermore, contracts requiring delivery of excess suitable fill to the Fresh Kills landfill contain specific vehicle documentation requirements associated with this activity.

Resident Engineers are to discuss these requirements with the contractor now on current projects and from now on at all preconstruction meetings. Attached is a handout for all contractors summarizing these requirements. Give this to the contractor now and at all preconstruction meetings, along with the Commercial Vehicle Requirements chart and direct the contractor to review these requirements with his subcontractors.

If any trucks on your projects are observed to be deficient in any of the requirements, you are to notify the contractor and subcontractor if applicable, in writing. If non-compliance continues after written notification, the contractor and/or subcontractor's evaluation should reflect this and they will be subject to removal from approved list.

DDC99-1-61



City of New York Department of Design and Construction

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NOTICE TO:
DDC Contractor:
DDC Trucking Subcontractor:

Re: Commercial Vehicle Requirements
For DDC Haulers

Dear Contractor/Subcontractor:

The Department of Sanitation (DOS) periodically conducts a spot checks of trucks being used on DDC projects and finds that some do not possess the required licenses, permits, or tax stamps needed to legally operate as commercial hauling vehicles.

These licenses, permits and tax stamps, which are detailed on the attached Commercial Vehicle Requirements chart, include but are not limited to the following:

- Highway Use Tax Stamp (HUT).
- NYC Motor Vehicle (MV) Tax Stamp.
- International Fuel Tax Agreement (IFTA).
- Overweight Permit.
- Consumer Affairs License.

City contracts require that contractors and subcontractors adhere to all applicable rules and regulations. Furthermore, contracts requiring delivery of excess suitable fill to the Fresh Kills landfill contain specific vehicle documentation requirements associated with this activity. You are advised to review these requirements and ensure all trucks you or your subcontractors are using on DDC projects meet all of the above applicable requirements. Failure to do so will result in action by the appropriate authorities and possible unsatisfactory contractor or subcontractor performance evaluations, as well as removal from the approved subcontractors list.

Should you have any questions please contact the Borough Director.

COMMERCIAL VEHICLE LICENSING, PERMIT AND STAMP REQUIREMENTS

<i>Type of Stamp/Permit/License</i>	<i>Issuing Agency</i>	<i>Enforcement Responsibility</i>	<i>Sticker</i>	<i>Comment</i>
Highway Use Tax (HUT)	NY State Dept. of Finance	State & Local Police, NYSDOT Weigh Stations & Tax Enforcement Unit	Red w/ Black lettering affixed to bumper	Issued in 3 year blocks
International Fuel Tax Agreement (IFTA)	NY State Dept. of Finance	State & Local Police	Red w/ white lettering affixed to each door	Issued yearly, required on vehicles over 26,000 # vehicles leaving the State only.
N.Y.C. Motor Vehicle Tax (MV)	N.Y.C. Dept. of Finance	State & Local Police	White w/ letters M.V. affixed to ride side windshield	Issued yearly, expires May 31
Overweight	N.Y.C. Dept. of Transportation	State & Local Police	Permits are blue	Permits carried with vehicle registration. Permits haven't been issued for past 8 years; permits can change hands with new owners
Consumer Affairs License	Trade Waste Commission	Trade Waste Commission	Plates are white & black lettering affixed to passenger side of vehicle	For transporting <u>refuse only</u>