DAS DEPARTMENT OF ADMINISTRATIVE SERVICES

Statewide Policy

SUBJECT:	Statewide Fleet Management	**NUMBER:**	**107-009-040**
DIVISION:	Enterprise Asset Management - Fleet & Parking Services	**EFFECTIVE DATE:**	July 1, 2012
APPROVED:	**~ SIGNATURE ON FILE WITH DAS BUSINESS SERVICES ~**		

POLICY/ PURPOSE: Statewide Fleet Management: These policies set the standards for managing and operating motor vehicles in Oregon state government's fleets.

AUTHORITY:

- ORS 283.310 -.395: "The Department of Administrative Services (DAS) shall control and regulate the acquisition, operation, use, maintenance and disposal of and access to motor vehicles used for state business, (pursuant to interagency agreements) by state, local, and federal government agencies and American Indian tribes."
- Oregon Administrative Rules (OAR) 125-155 State Vehicle Use and Access.
- Statute grants authority to certain agencies to own fleets and exempts some agencies and boards from DAS' authority to control and regulate the vehicles they own or use. Exempt agencies are not required to follow the guidelines and standards set forth in this policy; however, DAS encourages them to do so.

APPLICABILITY: All state agencies

ADDITIONAL REFERENCE:

- DAS Risk Management's Web site: http://oregon.gov/DAS/EGS/Risk/pages/index.aspx
- DAS Fleet and Parking Services' Web site: http://oregon.gov/DAS/EAM/FPS/pages/index.aspx
- Governor's Executive Order # 06-02: http://governor.oregon.gov/Gov/pdf/eo0602.pdf
- DAS Authorization to Use Private Vehicle Form: at: http://oregon.gov/DAS/CFO/SARS/policies/oam/75.40.05.fo.pdf

DEFINITIONS: As used in this policy, unless the context requires otherwise, the following words, phrases, and abbreviations have the meanings listed in OAR 125-155-0010.

State Vehicle: A motor vehicle owned, rented, borrowed, leased, or otherwise under the possession and control of the state. It is licensed for highway use. A rental vehicle is a state vehicle if it is rented by a duly authorized employee at the cost of the state solely for official state business. A vehicle, owned by DAS and lawfully rented to a local government or other non-State entity, is not a state vehicle for purposes of these rules. For the purposes of these policies, motor vehicles include state-owned, leased, or otherwise controlled motor vehicles and the supplies, parts and equipment for the operation, maintenance, or preparing of such vehicles. Vehicles owned by state or public employees are not state vehicles.

Light-Duty Vehicles: Passenger cars, trucks, vans and SUVs used for state business. Categories of light-duty vehicles include:

- Pickups; compact, 1/2 ton, 3/4 ton, and 1 ton
- Passenger sedans and wagons; compact, intermediate, full-size

DEFINITIONS CONT.:

- Mini vans; passenger and cargo
- Full size vans; passenger and cargo
- Sport Utility Vehicles (SUV) Crossover Utility Vehicles (CUV); compact, intermediate, full size and carryall
- Specialty vehicles (miscellaneous trucks, step vans, police vehicles)

The light-duty vehicle definition does not include any vehicle which is:

(a) An "incomplete truck" — a truck that does not have the primary load carrying device or container attached; or
(b) A truck equipped with a dump or flat bed, tank, boom lift, crane, or similar device.

State Fleet: A legislatively-authorized or recognized motor pool.

Cost Per Mile Calculation: The cost per mile calculation focuses on the costs associated with maintaining each agency's fleet vehicles, but excludes the cost of accidents. The owner-agency calculates the cost per mile quarterly based on the following criteria:

- Costs of tires, oil, fuel, batteries, and all other items associated with maintaining the vehicle;
- Costs of all internal mechanic labor, shop supervisor labor, and parts used to maintain the vehicle; and
- Costs for external labor and parts used to maintain the vehicle.

To calculate cost per mile, total all costs accrued during the quarter, then divide that figure by the total number of miles driven during the same quarter.

Agent: A person or legal entity appointed in writing by a state agency to perform specified work. An agent is not an independent contractor. Agents, paid or unpaid, are subject to the direction and control of the agency. An agency may not call people agents for the primary purpose of justifying their transportation in a state vehicle.

Duty Station: The location designated in writing by the agency from which an employee normally carries out his or her duties.

Employee: Any person employed by state government to do state business for whom the state withholds income tax, provides workers' compensation coverage, and pays the workers' compensation hour-tax. Under this definition, workers provided by a temporary employment services agency and Department of Corrections inmates are not employees.

Fleet Management Advisory Council (FMAC): A cross-agency council that provides advice to the DAS Chief Operating Officer on policies, procedures, and fleet operations of statewide significance; membership comprises fleet managers from state agencies that maintain vehicle fleets (assignment is at the discretion of the respective agency director).

Official State Business: Any activity directed and controlled by a state agency that advances the lawful policies and purposes of the agency. state law requires a narrow interpretation of this term. Therefore, agencies' policies and purposes are only those that are official, in writing, and within statutory authority.

Replacement/Retention Criteria: The mileage or age when a light-duty vehicle's combined capital and operating costs are at or near a minimum. Capital and operating costs include fuel, re-sale value, depreciation and maintenance.

Total Cost of Ownership: All operating costs (as defined in the Cost Per Mile Calculation above), the purchase cost, minimum re-sale/salvage value, all quantifiable costs associated with emissions, opportunity costs for other alternatives to vehicle ownership, and incidental-use costs (parking, variable costs associated with staff and facility, additional equipment).

Approved Traction Devices: Standard chain link or cable-type device for any tire that the tire manufacturer does not expressly prohibit. Whenever possible, agencies should use the most effective device that does not void seller or manufacturer warranties.

GUIDELINES:

I. VEHICLE USE AND STORAGE

1. No person may drive, operate or use, or authorize or permit any person to drive, operate or use, any motor vehicle as defined in ORS 283.305 for any purpose except for official state business as defined in ORS 283.305 and by rule of the Oregon Department of Administrative Services.

See OAR Chapter 125, Division 155 for details and examples of authorized uses that are based on a vehicle's type and employee's travel status.

2. The state's vehicles must be stored at sites owned, leased, or controlled by the state except during travel or the conditions listed in these rules. Whenever practical, employees should park state vehicles off the public street in a reasonably secure setting whenever parking at a residence, hotel or motel.

An agency may allow a state vehicle to be parked at home when a task or trip requires a driver to depart early or return late and it is impractical to pick up or return the vehicle to state parking on the same day. The agency must do a cost-benefit analysis before long-term assignment of a vehicle to a home. The analysis must consider the costs and risks of daily travel to the home, the frequency of call-outs, parking risks, any salary savings, and other factors. The analysis should weigh reasonable alternatives such as the cost of reimbursing private vehicle mileage. An agency may allow an employee to park a state vehicle at home when one of the following conditions is met:

a. Assigned, normal duties require the driver to frequently travel to urgent, unscheduled fieldwork after hours. The mere possibility of being called-out is not sufficient. Call-outs must actually occur with justifiable frequency.

b. The driver's home is his or her official duty station from which he or she engages in virtually full-time fieldwork away from the office or motor pool.

c. It will clearly reduce state paid time to permit a driver to park a state vehicle at home while on temporary assignment away from the duty station.

d. Other circumstances caused by state business in which home garaging will clearly reduce direct costs of the agency.

II. ACQUIRING NEW VEHICLES

State agencies with authority to own and operate light-duty vehicles must use the following guidelines:

1. Purchase light-duty vehicles based on the specifications below as set by the Fleet Management Advisory Council:

a. Alternate-fuel or Hybrid vehicles meeting the U.S. Energy Policy Act (EPACT) requirements. If not available, then:

b. Low-Emission (LEV) II standard gas vehicles. If not available, then:

c. Standard gas vehicles.

2. Conduct a Total Cost of Ownership analysis to determine which vehicle choice presents the best value based on the agency's mix of vehicles and operational requirements. This analysis may include use of an "optimizer" model or facsimile.

3. Comply with all safety standards established by the U.S. Department of Transportation in the conversion, operation and maintenance of vehicles using alternative fuel.

4. Seek assistance from the Department of Administrative Services; DAS is the primary broker (acquisition agent) for all state agencies that purchase or lease new passenger vehicles, except agencies that are statutorily exempt. DAS responsibilities include providing state agencies with the following services:

a. Assistance with developing vehicle specifications;

b. Coordination with DAS Procurement Services to write appropriate bid documents;

c. Oversight that assures agencies comply with state procurement guidelines when purchasing or leasing vehicles.

d. Providing financial models to assist agencies with decisions regarding assignment, resale, replacement and total cost of ownership.

5. Comply with Federal Department of Energy Rules. Under the EPACT of 1992, 75% of each year's vehicle acquisitions for the state (September 1 – August 31) must be alternative fuel models as defined by the U.S. Department of Energy.

6. Comply with the criteria below for purchase of Sport Utility Vehicles**.** Ownership or use of state vehicles is based on the most cost-effective vehicle capable of performing the required function. Agencies may only purchase SUVs when a lower-priced light-duty vehicle or pickup cannot perform in a manner that accomplishes the transportation need of the agency.

Purchase criteria for SUVs:

a. The vehicle is necessary for law enforcement (law enforcement is defined in ORS 181.010); or

b. The vehicle would regularly be driven off-road or on unimproved roads or where clearance is an issue.

Compact 2-, 4-, or all-wheel drive SUV/Crossover vehicles with purchase price and fuel efficiency equal to or better than a pickup of a comparable vehicle class or size are exempt from the above requirements.

7. Comply with OAR Chapter 340, Division 257 when purchasing model year 2009 and after light-duty vehicles.

III. REPLACEMENT AND DISPOSITION

1. Vehicle Replacement/Retention Thresholds

State government's replacement criteria goals appear in the tables below. The criteria are designed to replace vehicles in a manner that maximizes safety, efficiency and cost effectiveness. Agencies with fleets will strive to reach the replacement criteria goals as their budgets allow.

Agencies may use more specific replacement mileage thresholds based on historical costs, use data, or other relevant facts. Alternate replacement criteria developed by an agency must be reviewed and approved by the Fleet Management Advisory Council prior to implementation.

Agencies may retain vehicles past the replacement mileage or age thresholds if the cost effectiveness, operating condition and safety features of the vehicle warrant continued use of the vehicle.

Due to the varied use and low volume of diesel light-duty vehicles in state fleets, they are exempt from the replacement criteria below. In general, diesel vehicles should be retained longer than a comparable gasoline-fueled vehicle due to the vehicle's higher cost and longer engine life.

Standard gasoline and flex-fuel vehicles		
Depreciation Months	Mileage Range	Replacement Schedule
96	1,354 or less miles per month	115,000 or 8 yrs
84	1,355 to 1,548 miles per month	120,000 or 7 yrs
72	1,549 to 1,806 miles per month	125,000 or 6 yrs
60	1,807 to 2,167 miles per month	130,000 or 5 yrs
48	2,168 to 2,708 miles per month	135,000 or 4 yrs
36	2,709 to 3,611 miles per month	140,000 or 3 yrs

Hybrid and CNG vehicles, 175,000 miles for all		
Depreciation Months	Mileage Range	Replacement Years Schedule
120	1,458 or less miles per month	10
108	1,459 to 1,620 miles per month	9
96	1,621 to 1,823 miles per month	8
84	1,824 to 2,083 miles per month	7
72	2,084 to 2,431 miles per month	6
60	2,432 to 2,917 miles per month	5
48	2,918 to 3,646 miles per month	4
36	3,647 to 4,861 miles per month	3

2. Disposal

State vehicles that reach the end of their efficient life cycle shall be disposed of according to state law. Unless otherwise allowed by statute, vehicles scheduled for disposal will be sold through the DAS state Surplus Property Program or public/commercial auction as approved by DAS. Agencies may transfer, sell, or otherwise trade state-owned vehicles between state agencies. Sale, trade or transfer to local governments or other public entities must be approved by DAS Surplus Property.

IV. EFFICIENT AND ECONOMICAL USE OF STATE VEHICLES

1. Minimum Mileage Requirement (ORS 283.313):

State-owned light-duty vehicles must meet a minimum monthly mileage requirement. Vehicles not achieving the monthly mileage threshold as averaged over an annual period may be subject to reassignment or sale.

The minimum monthly mileage threshold is determined by the calculation* of:

(D + I + FO) ÷ (R - VO - G), defined as follows:

D	=	Average monthly depreciation cost per vehicle
I	=	Average monthly insurance cost per vehicle
FO	=	Fixed overhead cost per vehicle
R	=	Private vehicle mileage reimbursement rate
VO	=	Variable overhead cost per mile
G	=	Average fuel cost per mile

*Values are based on DAS Fleet & Parking Services data.

Agency directors must submit exemption requests for vehicles not meeting the minimum mileage requirement to DAS Fleet & Parking Services each year. The requests will be reviewed and recommendations made to the DAS Chief Operating Officer. The COO or designee will make the final determination with regard to granting exemptions.

Exemption Request Criteria for Underused Vehicles
1. Vehicles that require specific identification or have special safety considerations during the transportation of clients receiving state services, correctional facility inmates, patients, or while conducting site visits, or home visitations.
2. Vehicles with special modifications, carry equipment, or carry property required to conduct the work tasks of the agency.
3. Vehicles for support of remote facilities, remote service areas, campus settings, or seasonal programs.
4. Vehicles used for law and regulatory enforcement; including academy training vehicles.
5. Vehicle needed for circumstances not listed above; explanation must be provided. Example: DAS validates a cost benefit analysis where an agency has demonstrated that keeping a low use vehicle is the most cost effective option for employee travel.

2. Removal of vehicles that do not meet a valid exemption:
After close of the minimum mileage reporting period, agencies have six months to raise vehicle use above the threshold. If the monthly use of a vehicle does not rise above the minimum mileage point by that time, the vehicle must be reassigned to a different unit of the same agency, transferred to another agency, or removed and sold.

3. Replacement of vehicles without a valid exemption:
Agencies may not replace vehicles that do not have a valid exemption.

4. Underused hybrid vehicles:
The state gets the most efficient and cost effective use of hybrid vehicles when they travel a minimum of 750 miles per month, the minimum mileage point for hybrids. Agencies may not request exemptions for hybrids that do not average 750 miles per month and must follow the removal process outlined above for vehicles that do not meet minimum use requirements.

5. Most Cost-Effective Transportation:
Agencies are responsible for using the most cost-effective means of transportation for their employees. For most travel required, this is accomplished by using state vehicles assigned to or owned by agencies. Agencies should, to the maximum extent possible, use state-owned/operated vehicles that are either permanently assigned or

available through the daily rental fleet. If a state-owned/operated vehicle is not available, using the criteria below, agencies may authorize the use of a private vehicle and may reimburse for its mileage.

a. Agency management may determine that no suitable state-owned/operated vehicle is available for use based on the duration, distance, route of the required travel, or work to be performed; and may authorize use of an employee’s private vehicle for official state business travel.

b. Prior to authorizing official state business travel in a private vehicle, the employee and manager must sign an Authorization to Use Private Vehicle Form (see hyperlink on Page 1) or equivalent agency form. Agencies may adopt procedures to implement this requirement on a one-time or recurring basis.

c. Reimbursement for official state business conducted using a private vehicle is subject to the requirements and limitations of Oregon Accounting Manual Policy 40.10.00.PO.123.
d. Travel by privately-owned vehicle to and from another mode of travel (air, other ground/vehicle, rail, marine, transit) is not subject to this policy.

V. MARKING STATE-OWNED VEHICLES

State-owned vehicles must be marked in plain lettering of a readable size with the name of the owning or operating agency, followed by the words “State of Oregon.”
Rear window placement is permitted when the rear vision standards of the Driver and Motor Vehicle Services Division are met.

1. Justification for Unmarked Vehicles. Subject to the approval of the DAS Fleet Manager, vehicles owned or operated by state agencies may be unmarked when used for the following purposes:
   - **a.** *Vehicles used in Undercover Criminal Investigations* by or in support of law enforcement agencies may be unmarked and need only bear such license plates as are required on privately-owned vehicles.
   - **b.** *Vehicles Operated by Judicial Department Judges may be unmarked with* written approval of the Chief Justice, these vehicles may be unmarked.
   - **c.** *Vehicles Operated by statewide Elected Public Officials* may be unmarked for reasons of personal safety.
   - **d.** *Vehicles statutorily exempt from marking*.
   - **e.** *Vehicles assigned to executive management* personnel who in the course of official state business routinely incur threats to their personal safety.
   - **f.** *Vehicles rented or leased* by a state agency for purpose of supplementing fleet inventory.
   - **g.** *Vehicles privately-owned and used* for official state business travel.

2. Procedure to Exempt a Vehicle from Marking**:**
   - **a.** Agencies may request an exemption from marking vehicles by writing to the DAS Fleet Manager. The request must be signed by the requesting agency’s director (or his or her delegate), or the Chief Justice, or the appropriate elected official, and include the following:
     - Names and titles of the authorized drivers, title of the organizational section/program performing any undercover/investigatory work (if applicable), and a description of the intended uses of the vehicle (be specific);
     - Reasons for the requested exemption; and
     - Duration of the exemption.
   - **b.** Agencies with an unmarked vehicle must change the vehicle from unmarked to marked when the original intended use of the vehicle changes or when the exemption expires.
   - **c.** Unmarked licenses are not automatically issued for replaced or exchanged vehicles. Agencies must request approval for an unmarked vehicle whenever an unmarked vehicle is replaced or exchanged.

3. Other Markings: No unauthorized stickers, signage or placards of any type are allowed on state-owned vehicles. With the approval of an agency’s fleet manager, additional markings of a state vehicle are allowed for situations in which

recognition is critical to support a program, public safety plan, agency mission or agency goal.

VI. VEHICLE MAINTENANCE AND CARE

1. Preventative Maintenance:

a. Agencies must follow the manufacturer's manual and establish maintenance schedules (within warranty guidelines) for each vehicle in their motor pool.

b. Maintenance schedules must include the following minimum requirements (which agencies may voluntarily exceed): chassis lubrication; oil change; filter replacement; and any other manufacturer-recommended replacement schedule.

c. Agencies must obtain vehicle services and replacement parts at the lowest possible cost or value to the state. Purchases and record keeping must comply with state laws and Generally Accepted Accounting Principles.

d. Agencies may service state-owned passenger vehicles at DAS Motor Pools or any authorized vendors.

2. Day-to-Day Maintenance Guidelines:

a. Drivers should perform routine vehicle care every day, trip or week. Daily maintenance includes:

- Keeping the interior of the vehicle clean and free of litter.
- Checking air pressure and inspecting tires daily. The maximum load rating of the tires is marked on the tire sidewall and should not be exceeded. The manufacturer loading instructions for the vehicle should be followed.
- Inspecting under the vehicle for fluid leaks.
- Checking the vehicle frequently for body damage and reporting damage to the owning agency.
- Assuring that seat-belt systems and safety equipment are fully operational.

b. Emission control systems must be functional and in good repair at all times.

c. Regularly checking engine oil and transmission fluid

VII. SMOKING IN STATE VEHICLES

Smoking is not permitted in any state-owned vehicle.

VIII. RECORD-KEEPING REQUIREMENTS

1. Agencies must maintain records on each vehicle under their control, as follows:

a. Vehicle inventory, including license plate number, year, make, model, unit description, class type, primary storage location, mileage, in-service date, fuel type, fuel consumption, fuel cost, acquisition cost and depreciated value.

b. Complete and accurate maintenance information, including work performed, replacement parts and associated costs.

c. The last owning-agency must retain vehicle maintenance and report records for four years after the transfer, sale or disposal of a vehicle.

IX. REPORTING REQUIREMENTS

1. Compliance Examination/ Biennial Fleet Review. At least biennially, DAS will examine an agency's compliance with the fleet rules adopted pursuant to ORS 283.340. Each biennium, DAS submits a report on state-owned vehicles to the Joint Legislative Audit

Committee, as follows:

- **a.** Summaries of agency compliance examinations, with emphasis on non-complying fleets;
- **b.** Numbers of motor vehicles, listed by model and owning-agency;
- **c.** Mileage use of motor vehicles, listed by agency;
- **d.** Operating cost per mile of motor vehicles, listed by agency; and
- **e.** Recommendations for increasing motor vehicle use, for decreasing overall motor vehicle population and for absorbing the vehicles of non-complying fleets into the motor pool. [1993 c.335 §11].

2. State and Federal Reporting Requirements. Agencies must maintain records and provide DAS Fleet & Parking Services with information necessary for the annual reporting requirements identified in ORS 283.337, "Reports to Department of Environmental Quality and Department of Energy."

3. Upon request, agencies must provide information to DAS Fleet & Parking Services for an annual report to the Department of Environmental Quality and the Department of Energy. At a minimum, agencies must provide the following:

- **a.** The number of vehicles acquired that are capable of using alternative fuel;
- **b.** The number of vehicles converted from the use of gasoline to the use of alternative fuel;
- **c.** The quantity of each type of alternative fuel used; and
- **d.** Any other information required by the Department of Environmental Quality, DAS Fleet & Parking Services, and the Department of Energy, including annual emissions of smog and greenhouse gasses for each agency.

4. Upon request, agencies must provide information to DAS Fleet & Parking Services for annual state and federal reporting requirements for alternative-fuel vehicles, fuel inventory, and emissions.

5. Upon request, agencies must provide information to DAS Fleet & Parking Services and the U.S. Department of Energy for an annual report relating to alternative fuel vehicles owned (the EIA-866 Report to the Federal Department of Energy Information Administration).

X. VEHICLE FUELING

Agencies must use state-owned fueling facilities whenever possible. Overall, state-owned fueling facilities provide bulk-priced fuels at the lowest cost to the state. Several state motor pools and fuel sites provide agencies with access to fueling on a 24-hour basis. DAS Salem Motor Pool fuels can only be dispensed by state employees or public employees authorized under a cardlock agreement with the state (self-serve by public entities is prohibited). The fueling system is activated by a fuel credit card issued with the vehicle.

XI. USE OF STATE FUEL CREDIT CARDS (Retail or Cardlock)

1. The state fuel credit card is honored by major gasoline companies nationwide.

2. Drivers must immediately report the loss of any state fuel credit card to the assigning agency.

3. Use of state fuel credit cards at retail locations should be minimal such as during emergencies or when state fuel sites are not available. In such cases the employee should purchase only sufficient quantities to ensure arrival at a state Motor Pool. Agencies will determine whether to use a fuel credit card to pay for emergency repairs based on the circumstances at the time.
4. Agencies must maintain appropriate controls for issuing and using fuel credit cards. Authorization procedures, policies, audits and ongoing user education should reflect the state's standards for other purchase cards.

XII. IDLE REDUCTION POLICY

Reducing idle time significantly reduces vehicle emissions, environmental impact, operating costs and dependence on foreign oil. Reducing the combustion of fossil fuels reduces airborne sulfur dioxides, particulate matter, carbon monoxide and other toxic air pollutants. These pollutants are known to cause respiratory or nervous system damage as well as cancer and other health problems. In addition, the Idle Reduction Policy supports the state's climate change goals by reducing greenhouse gas emissions from its fleet.

1. Agencies with fleets must develop fuel conservation plans and strategies for vehicles and equipment within their fleets including idle reduction education, idle reduction technologies, alternative fuels and the purchase of vehicles that reduce dependence on fossil fuels, reduce fuel consumption and promote clean air.

2. Employees must reduce idling of state vehicles and equipment whenever possible to improve engine life, reduce maintenance and repair costs, reduce fuel costs, reduce vehicle emissions and improve health and safety. Guidelines for employees:

   a. Limit idle time of powered vehicles to no more than five minutes during initial warm-up and at times when the vehicle is being restarted after a prolonged period of shut down.
   b. Do not unnecessarily idle powered vehicles more than five minutes when vehicle is stopped for a foreseeable period of time.
   c. Restrict idle time to less than five minutes for vehicles making frequent and multiple stops.
   d. Remove ice or frost from windows with a scraper. If not feasible to use ice scrapers or de-icing chemicals, idling for the purpose of de-icing is allowed.

3. Section XII does not apply to:

   a. Circumstances where the health and safety of people and property could be compromised or when equipment is directly involved in an emergency response situation.
   b. Situations where engine power is necessary for an associated power need such as the following examples: electrical or hydraulic power generation, inverter or tool use, hoist, winch, lift gate or boom operation.
   c. Idling a vehicle for the purpose of getting warm, dry or cool if other accommodations are not available in the immediate work area. In such cases, the employee must ensure adequate ventilation is present.
   d. Testing, servicing, or inspecting vehicles or equipment by repair staff.

XIII. MORATORIUM ON USE OF STUDDED TIRES

Repeated studies have shown that use of studded tires causes significant damage to roads across Oregon. The Oregon Department of Transportation estimates the cost to repair this damage exceeds $10 million a year.

Studies also demonstrate that studded tires perform no better than modern studless snow and ice tires except for the very rare condition of clear, fresh, 32-degree Fahrenheit ice.

In addition, use of studded tires on dry and wet pavement, the prevalent road conditions in Oregon, severely decreases traction and increases stopping distance.

The damage caused in combination with viable alternative studless versions has led several states to ban use of studded tires.

The Fleet Management Advisory Council has declared a moratorium on purchases of new studded tires for use on state-owned vehicles effective July 1, 2012. After this date, tires purchased and installed on state-owned vehicles must be studless.

Agencies with existing studded tires may continue to use them until the tires need to be replaced or through Nov. 30, 2015.

Section XIII does not apply to law enforcement vehicles used by Oregon State Police or to agencies statutorily exempt from ORS 283.