



Request Form for  
**Bus Priority System**  
On State Highways

DEPARTMENT OF  
TRANSPORTATION

Oregon Revised Statutes, ORS 810.260 and 815.445, and Oregon Administrative Rules, OAR 734-020-0300 to 0330 provide for the use of traffic signal preemption devices by emergency vehicles. An agency or company seeking to use a traffic signal preemption device on a state highway must make a formal request to the Oregon Department of Transportation. The agency or company should provide the information requested below and submit it to the ODOT Region where the system will be operating. The ODOT Region Traffic Manager will review the request and submit a recommendation to the State Traffic Engineer. The State Traffic Engineer has approval authority for all requests. Contact the Traffic Operations Unit, Traffic Management Section, Oregon Department of Transportation, at (503) 986-3589, if you have questions about completing this form.

Transportation Operations Division  
Technical Services  
Traffic Management Section  
5<sup>th</sup> Floor, Transportation Building  
Salem, OR 97301-3871  
Phone: (503) 986-3568  
FAX: (503) 986-4063

Agency/Company requesting bus priority \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Contact Name \_\_\_\_\_ Telephone \_\_\_\_\_

Type of Request:     New  
                              Expanded  
                              Revised

1. Describe any emergency vehicle preemption system currently operating in the area in which you wish to operate. Identify specific boundaries and specific operators.
2. Provide the following information regarding the request:
  - a) Location of operation. Briefly describe and attach a map.
  - b) The effect proposed bus priority system would have on emergency vehicle response times.
  - c) The effect proposed bus priority system would have on the efficiency of public transit operations.
  - d) The effect proposed bus priority system would have on traffic safety.

- e) The effect proposed bus priority system would have on efficient traffic flow
  - f) The planned vehicle driver-training program for the proper use of bus priority equipment.
  - g) The impact of proposed bus priority system on local transportation plans.
  - h) The proposed cost allocation and maintenance requirements. (See #3 below.)
3. The traffic control signal owner and the transit authority shall sign an agreement that covers cost, installation, maintenance and use of the bus priority system and/or system elements. The execution of such an agreement shall be a condition of approval, whether or not specifically stated below.
  4. Submit the completed Request Form to the ODOT Region Traffic Manager for review.

**ODOT Region Review**

Review the Request Form, check the following, and submit to the State Traffic Engineer for approval.

- Region is in substantial agreement with the information supplied by the applicant.
- The negative impact on traffic flow caused by the proposed bus priority system is acceptable given the expected benefits of the system.
- All pertinent background information, including letters and attachments from Applicant, is attached.

Region Traffic Manager \_\_\_\_\_ Region \_\_\_\_\_ Date \_\_\_\_\_

**State Traffic Engineer Review**

- Approved subject to the terms of the agreement described in item 3 above.
- Not Approved
- Approved subject to the terms of the agreement described in item 3 above with the following additional conditions:

State Traffic Engineer \_\_\_\_\_ Date \_\_\_\_\_