1720.01 General

Truck weighing facilities are needed to protect state highways from overweight vehicles, to provide for vehicle safety inspection, and to provide a source of data for planning and research. The development, construction, and maintenance of these facilities is a cooperative effort between the WSDOT and the Washington State Patrol (WSP).

1720.02 Definitions

Note: For definitions of roadway, traveled way, lane, median, outer separation, shoulder, decision sight distance, sight distance, and stopping sight distance, see the Glossary.

Commercial Vehicle Information Systems and Networks (CVISN) A network that links intelligent transportation systems (ITS) to share information on commercial vehicles. When in operation at a weigh site, it can enable commercial vehicles to clear the facility without stopping.

Frontage road: An auxiliary road that is a local road or street located beside a highway for service to abutting property and adjacent areas and for control of access.

Static scale: A scale that requires a vehicle to stop for weighing.

Usable shoulder: The width of the shoulder that can be used by a vehicle for stopping.

Weigh in motion (WIM): A scale facility capable of weighing a vehicle without the vehicle stopping.

1720.03 Planning, Development, and Responsibilities

The WSP works with WSDOT Strategic Planning and Programming to develop a prioritized list of weigh facility needs for each biennium. The list includes:

- New permanent facilities.
- New portable facilities.
- New shoulder sites.
- WIM equipment.
- Vehicle inspection facilities.
- Scale approach slab reconstruction.
The WSP provides the Program Management Office of Strategic Planning and Programming a Project Definition, which includes:

- A statement of need, the purpose of the project, and the type of work.
- The general location of the project.

Program Management sends this information to the region for preparation of a Project Summary. The region works with the WSP to identify the specific location of the facility. The region then prepares a design decision estimate and submits it to Program Management.

The region negotiates and the Regional Administrator executes any formal agreements with the WSP required for the design, construction, or maintenance of vehicle weighing and inspection facilities.

The Memorandum of Understanding Related to Vehicle Weighing and Equipment: Inspection Facilities on State Highways, Exhibit 1720-8, contains details about the various responsibilities of WSDOT and the WSP.

1720.04 Permanent Facilities

Permanent truck weighing facilities have permanent scales and may have buildings. When these facilities are in operation, trucks are required stop. However, when Weigh In Motion (WIM) and Commercial Vehicle Information Systems and Networks (CVISN) capabilities have been installed, the driver may be notified to continue without stopping. The notification to continue may be through the use of signs or transponders.

1720.04(1) Site Locations

The exact location of a truck weighing facility is generally controlled by topography, highway alignment, and geometrics. It is also desirable to select a site where adequate right of way is already available. Select the most economical site to minimize site preparation, expense, and impact on the environment. Water, electricity availability, and sewage treatment and disposal are other considerations for site selection. Additionally, use the following criteria:

- Locate the facility such that its operation will not hinder the operation of the highway or other related features such as intersections and interchanges.
- To the extent feasible, eliminate options for truck traffic to bypass the weigh site.
- Base the site selection on the type and volume of trucks using the route.

An Access Revision Report (ARR) is required for weigh sites on multilane divided highways with access control (see Chapter 550).

1720.04(2) Design Features

On multilane highways, provide off- and on-connections as shown in Chapter 1360. Exhibit 1710-1 is the minimal design of a weigh site on multilane highways.

Design weigh facilities on two-lane highways to best fit the existing conditions, with particular consideration given to the matter of access to and from the site. Off- and on-connections, as shown in Chapter 1360, are preferred. However, with justification, on-connections may be designed as intersections (see Chapter 1310). Exhibit 1710-2 is a guide for the design of weigh sites on two-lane highways.
Chapter 1720  Weigh Sites

The following special design features apply to weigh sites:

- Level cement concrete approach slabs are required at both ends of the scales.
- Hot mix asphalt (HMA) approach slabs will be allowed only when adequate soil conditions exist, projected truck volume is light, and benefit/cost analysis justifies the HMA based on the small percentage of time the scales will be in operation.
- The approach slabs must be level and in the same plane as the scale.
- Provide adequate parking and storage to ensure trucks do not impede the main line through traffic. The WSDOT Regional Administrator and the WSP agree on the area to be provided.
- On multilane divided highways, install illuminated electronically controlled “open” and “closed” message signs that can be operated from the scalehouse or the control cabinet. Provide permanent signing for the facility, as requested by the WSP.
- On multilane divided highways, install illuminated electronically controlled “open” and “closed” message signs that can be operated from the scalehouse or the control cabinet. Provide permanent signing for the facility, as requested by the WSP.
- The need for a vehicle safety inspection facility at any site is identified by the WSP. Exhibit 1710-3 is a guide for a site plan for a single-bay vehicle inspection facility. Additional bays and site adaptation will be on a site-by-site basis. The WSDOT Regional Administrator and the WSP agree on the area to be provided.
- The need for some form of approach protective treatment for the scale house or a protective fence between the scale and roadway is identified by the WSP and agreed upon by the WSDOT Regional Administrator and the WSP. The need for the device is to protect the scale house from errant vehicles. (See Chapter 1600 for additional clear zone considerations.)
- The need for WIM or CVISN capabilities is identified by the WSP. Design the in-place facilities to provide the ability to notify drivers whether to continue on or to stop for further investigation before they reach the exit for the static scale. The design is agreed upon by the WSDOT Regional Administrator and the WSP.
- When WIM and CVISN are not included in the project, provide conduit for their future installation.
- With justification, at locations where space is limited, the depressed outer separation between the weigh facility and the through lanes may be replaced with concrete traffic barrier. (See the Collector-Distributor: Outer Separations exhibit in Chapter 1360.)
- Provide a clear view of the entire weigh site for the facility’s operator and the driver of an approaching vehicle.
- Hot mix asphalt is acceptable for use on the ramp and storage areas. Design the depth in accordance with the surfacing report.
- To optimize scale efficiency, make the storage area flat; however, to facilitate drainage, the slope may be up to 2%.
- Provide illumination when requested by the WSP. Illumination is required if the facility is to be operated during the hours of darkness and may be desirable at other locations to deter unauthorized use of the facility. (See Chapter 1040 for additional information on illumination.)

1720.05  Portable Facilities

Portable truck weighing facilities have no permanent scales or buildings. When these facilities are in operation, they operate in the same manner as permanent facilities.
1720.05(1) Site Locations
Design portable truck weighing facilities located on two-lane and multilane roadways to best fit the existing conditions. Minor portable scale sites, as shown in Exhibit 1710-4, are used with two-way traffic and on multilane highways with low traffic volumes. Major portable scale sites (see Exhibit 1710-5) are for use on expressways, freeways, and where traffic volumes are high.
Locate the weighing facility such that its operation will not hinder the operation of the highway or other related features such as intersections.
An ARR is required for weigh sites on multilane divided highways with access control (see Chapter 550).

1720.05(2) Design Features
The following special design features apply to portable facilities:
- Off- and on-connections, as shown in Exhibit 1710-4 and Exhibit 1710-5, are preferred; however, with justification on highways with no access control, on-connections may be designed as intersections (see Chapter 1310).
- With justification, at locations where space is limited, the depressed outer separation between the weigh facility and the through lanes may be replaced with concrete traffic barrier. (See the Collector-Distributor: Outer Separation exhibit in Chapter 1360.)
- Provide adequate parking and storage to ensure trucks do not impede the main line through traffic. The WSDOT Regional Administrator and the WSP agree on the area to be provided.
- Hot mix asphalt is acceptable for use on the ramp and storage areas. Design the depth in accordance with the surfacing report.
- To optimize portable scale efficiency, make the storage area flat; however, to facilitate drainage, the slope may be up to 2%.
- Provide permanent signing for the facility, as requested by the WSP.
- Provide illumination when requested by the WSP. Illumination is required if the facility is to be operated during the hours of darkness and may be desirable at other locations to deter unauthorized use of the facility. (See Chapter 1040 for additional information on illumination.)

1720.06 Shoulder Sites
Shoulder sites are used by the WSP to pull a truck over for inspection and weighing with portable scales.

1720.06(1) Site Locations
Design shoulder sites to best fit the existing conditions. Small shoulder sites (see Exhibit 1720-6) are for use on lower-volume roadways (ADT 5000 or less) with two-way traffic. Large shoulder sites (see Exhibit 1720-7) are to be used with higher-volume two-way roadways and multilane highways. Locate the weighing facility so that its operation will not hinder the operation of the highway or other related features such as intersections.

1720.06(2) Design Features
Shoulder sites are designed in coordination with the WSP. Input from the local WSP Commercial Vehicle Enforcement personnel will ensure the proposed site will meet their needs without over-building the facility. Obtain written concurrence from the WSP for the length, width, and taper rates before the design is finalized.
When the ADT is 1,500 or less, and with the written approval of the WSP, the tapers at small shoulder sites may be eliminated. The shoulders on either side of the site may be used as acceleration and deceleration lanes, whether or not they were designed for this use. Therefore, provide adequate strength to support truck traffic.

Hot mix asphalt is acceptable for use on all shoulder sites. Design the depth in accordance with the surfacing report. Design the shoulder pavement at this depth for a length not less than the deceleration lane length before, and the acceleration lane length after, the site (see Chapter 1360).

When the shoulders are designed to be used for deceleration and acceleration lanes, the minimum width is 12 feet with full pavement depth for the deceleration/acceleration lane lengths (see Chapter 1360).

Use a maximum 2% slope in order to optimize portable scale efficiency and facilitate drainage.

1720.07 Federal Participation

Federal funds appropriate to the system being improved may be used for the acquisition of right of way and the construction of truck weighing facilities and vehicle inspection facilities. This includes, but is not limited to, on- and off-ramps, deceleration/acceleration lanes, passing lanes, driveways, parking areas, scale approach slabs, vehicle inspection facilities, roadway illumination, and signing.

1720.08 Procedures

Prepare site plans for all truck weighing facilities that include:

- Class of highway and design speed for main line (see Chapter 1103).
- Curve data on main line and weigh site.
- Number of lanes and width of lanes and shoulders on main line and weigh site.
- Superelevation diagrams for the main line and weigh site.
- Stationing of ramp connections and channelization.
- Illumination.
- Signing.
- Water supply and sewage treatment.
- Roadside development.

Get WSP approval of the site plans before the final plan approval.

1720.09 Documentation

Refer to Chapter 300 for design documentation requirements.
Exhibit 1720-1 Truck Weigh Site: Multilane Highways
Exhibit 1720-2 Truck Weigh Site: Two-Lane Highways

(See Chapter 1360)
Exhibit 1720-3 Vehicle Inspection Installation
Exhibit 1720-4 Minor Portable Scale Site

Edge of through lane

(Not to Scale)
Exhibit 1720-5 Major Portable Scale Site

(Not to Scale)
Exhibit 1720-6 Small Shoulder Site

Optional (see text) Travel lane Optional (see text)

15

20 ft

Length to be established by agreement with the WSP, but not less than 200 feet

Exhibit 1720-7 Large Shoulder Site

Travel lane

15

20 ft

300 ft min

15

25
Memorandum of Understanding
Related to Vehicle Weighing and
Equipment Inspection Facilities on State Highways

This Memorandum of Understanding by and between the Washington State Department of Transportation hereinafter called "WSDOT", and the Washington State Patrol, hereinafter called the "WSP" establishes procedures for coordinating and delineating the responsibilities for the location, design, construction, maintenance, signing, and other matters related to vehicle weighing and equipment inspection facilities and the state highway improvement needed as a result of these facilities.

Vehicle weighing and equipment inspection facilities shall meet highway standards for acceleration and deceleration lanes, on and off ramps, illumination, and other related equipment. These facilities will be provided through the cooperative efforts of the WSP and the WSDOT as needed on state highways.

It is mutually recognized that:

WSDOT is responsible for planning, designing, constructing, and perpetuating public highways of the State Highway system for the safety and benefit of the traveling public;

WSP is responsible for enforcement of the laws of the state of Washington regarding vehicle weight enforcement programs and vehicle safety inspection programs;

WSP has standards and guidelines for the construction and maintenance of weigh station facilities that must be applied uniformly in the state of Washington regarding vehicle weight enforcement programs and vehicle safety inspection programs;

WSP and WSDOT understand different rules related to purchasing may apply depending on whether state or federal funds are being used:

Nothing in this agreement is to be construed as conflicting with existing laws, regulations, and prescribed responsibilities, and

In recognition of the responsibilities, interest, and limitations set forth above and of the mutual benefits of established procedures to facilitate agreement on specific matters, the WSDOT and the WSP mutually agree to the division of responsibilities as outlined in the following table:
## Exhibit 1720-8 (continued) MOU Related to Vehicle Weighing and Equipment: Inspection Facilities on State Highways

<table>
<thead>
<tr>
<th>Strategic Planning</th>
<th>WSP Region</th>
<th>WSDOT CVS</th>
<th>WSDOT Capital Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Develop a biennial prioritized list of weigh station needs:</td>
<td>X (Lead)</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>- New permanent facilities</td>
<td></td>
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<td></td>
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<tr>
<td>- New portable facilities</td>
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<td></td>
<td></td>
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<tr>
<td>- Weigh-in-Motion (WIM) equipment to include WIM computers</td>
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<tr>
<td>- CVISN equipment both mainline and inside the facility</td>
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<tr>
<td>- Vehicle inspection facilities</td>
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<td>- Virtual weigh sites</td>
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<tr>
<td>- Sanitation/restroom facilities</td>
<td></td>
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</tr>
<tr>
<td>WSP will provide WSDOT Capital Programs with a project definition for each project, which will include statement of need, purpose of project, type of work, and general location of the project.</td>
<td>X (Lead)</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>WSDOT Capital Programs will send the prioritized list information to the Regional Administrator (RA) for preparation of a project summary.</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>The RA, or designee, will work with WSP to identify the specific location of the facility, prepare a design decision estimate, and submit it to the WSDOT Capital Programs for inclusion in the biennial program.</td>
<td>X</td>
<td>X (Lead)</td>
<td>X</td>
</tr>
<tr>
<td>Develop a biennial prioritized list of weigh station site maintenance needs:</td>
<td>X</td>
<td>X (Lead)</td>
<td>X</td>
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<tr>
<td>- Scale approach slab construction</td>
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<tr>
<td>- Ramp repairs</td>
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<tr>
<td>- Guardrail</td>
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</tr>
<tr>
<td>WSP will provide WSDOT Capital Programs with a project definition for each maintenance project, which will include statement of need, purpose of project, type of work, and general location of the project. Capital Programs will include this in the biennial program.</td>
<td>X (Lead)</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>
### Exhibit 1720-8 (continued) MOU Related to Vehicle Weighing and Equipment: Inspection Facilities on State Highways

<table>
<thead>
<tr>
<th>WSP</th>
<th>WSDOT Region</th>
<th>WSDOT CVS (if applicable)</th>
<th>WSDOT Capital Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>WSP and WSDOT will develop a biennial list of weigh station maintenance needs to include items such as:</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>• Servers, PCs, Printers</td>
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<td></td>
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<tr>
<td>• WIM equipment to include WIM computers</td>
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<tr>
<td>• Roadside Equipment</td>
<td></td>
<td></td>
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<tr>
<td>• Static Scales</td>
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<td></td>
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<tr>
<td>• Scale facility</td>
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<tr>
<td>WSP and WSDOT will prepare and submit funding packages as necessary to ensure consistent and reliable weigh station operations.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Project Planning</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>For WIM facilities and for facilities deploying Commercial Vehicle Information Systems and Networks (CVISN), select sites in cooperation with WSDOT that minimize the need for pavement reconstruction.</td>
<td>X (Lead)</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Initiate the action and submit recommendations for the addition of a new facility or expansion of an existing facility or the relocation of an existing facility, and negotiate agreements, siting of a new facility, etc. with the appropriate WSDOT Region and WSDOT Commercial Vehicle Services (CVS).</td>
<td>X (Lead)</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Initiate action for the relocation of an existing facility when necessary due to the relocation of a highway or expansion of an existing highway, and obtain concurrence of the WSP.</td>
<td>X</td>
<td>X (Lead)</td>
<td>X</td>
</tr>
<tr>
<td>Negotiate agreements with WSP regarding addition, expansion and relocation of facilities.</td>
<td>X</td>
<td>X (Lead)</td>
<td>X (if CVISN equipped)</td>
</tr>
<tr>
<td>Negotiate and execute any formal agreements required for the design or construction of vehicle weighing and inspection sites.</td>
<td>X</td>
<td>X (Lead)</td>
<td>X (if CVISN equipped)</td>
</tr>
</tbody>
</table>
Exhibit 1720-8 (continued) MOU Related to Vehicle Weighing and Equipment: Inspection Facilities on State Highways

<table>
<thead>
<tr>
<th>WSP</th>
<th>WSDOT Region</th>
<th>WSDOT CVS</th>
<th>WSDOT Capital Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project Design</strong></td>
<td></td>
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</tr>
<tr>
<td>Perform the preliminary engineering and submit the design and PS&amp;E documents for the static scale, WIM, scale house, and inspection facility to the WSDOT for review and processing for approval with the Federal Highway Administration (FHWA), if applicable, using Capital Project design funding.</td>
<td>X (Lead—if WSP administers the contracts)</td>
<td>X (Lead—if WSDOT administers the contracts)</td>
<td>X (If CVISN equipped)</td>
</tr>
<tr>
<td>For facilities deploying CVISN, perform preliminary engineering and design for the screening mainline hardware and software, to include the WIM communication software for conformance with CVISN standards.</td>
<td>X</td>
<td>X (Lead)</td>
<td>X</td>
</tr>
<tr>
<td>For CVISN equipped weigh stations, provide an equipment storage room within the scale facility.</td>
<td>X (Lead)</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>Right of Way and Site Construction</strong></td>
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<td></td>
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</tr>
<tr>
<td>On all newly located or existing highways, acquire the necessary right of way, construct the required acceleration and deceleration lanes, on and off ramps, driveways, passing lanes, scale approach slabs, and parking areas, including surfacing thereof, excavate the static scale pits, and construct the inspection parking and roadway illumination.</td>
<td>X</td>
<td>X (Lead)</td>
<td>X (If CVISN equipped)</td>
</tr>
<tr>
<td><strong>Project Construction</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>For facilities deploying CVISN construct the special approaches and provide traffic control for installation of the WIM.</td>
<td>X (Lead)</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>For facilities deploying CVISN, purchase and install all mainline hardware and software, to include the WIM communication software for conformance with CVISN standards.</td>
<td>X</td>
<td>X (Lead)</td>
<td></td>
</tr>
<tr>
<td>For facilities deploying CVISN provide all CVISN computer systems.</td>
<td>X</td>
<td>X (Lead)</td>
<td></td>
</tr>
<tr>
<td>For facilities deploying CVISN provide communications to the CVISN system and the user interface.</td>
<td>X</td>
<td>X</td>
<td>X (lead)</td>
</tr>
</tbody>
</table>
Exhibit 1720-8 (continued) MOU Related to Vehicle Weighing and Equipment: Inspection Facilities on State Highways

<table>
<thead>
<tr>
<th>WSP</th>
<th>WSDOT Region</th>
<th>WSDOT CVS</th>
<th>WSDOT Capital Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construct the weigh station scale, scale house and commercial vehicle inspection facility (if applicable).</td>
<td>X (Lead-if WSP administers the contracts)</td>
<td>X (Lead-if WSDOT administers the contracts)</td>
<td>X</td>
</tr>
<tr>
<td>Construct the CVISN roadside apparatus at the same time as WIM equipment is installed, e.g.: cantilevered mounting poles, guard rail, conduit/raceway installation at WSDOT expense.</td>
<td></td>
<td>X (Lead)</td>
<td>X</td>
</tr>
<tr>
<td>All construction in the state or interstate right-of-way will be under the responsibility of a WSDOT region engineer.</td>
<td></td>
<td>X (Lead)</td>
<td></td>
</tr>
<tr>
<td>For existing weigh stations being upgraded to include CVISN, provide an equipment storage room within the scale facility.</td>
<td>X (Lead)</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>For CVISN equipped weigh stations, provide CVISN hardware (Servers, PCs, Monitors, Printers) and software located within the facility.</td>
<td>X</td>
<td>X (Lead)</td>
<td></td>
</tr>
</tbody>
</table>

**Virtual Weigh Stations**

<table>
<thead>
<tr>
<th>WSP</th>
<th>WSDOT Region</th>
<th>WSDOT CVS</th>
<th>WSDOT Capital Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquire the necessary right of way, construct and maintain the Large Shoulder Sites and the Major Portable Scale Sites. Construct and install the inspection site(s) illumination.</td>
<td>X</td>
<td>X (Lead)</td>
<td>X</td>
</tr>
<tr>
<td>Perform the preliminary engineering and submit the design and PS&amp;E documents.</td>
<td>X</td>
<td>X (Lead)</td>
<td>X</td>
</tr>
<tr>
<td>Perform preliminary engineering and design for all mainline hardware and software, to include the WIM communication software for conformance with CVISN standards.</td>
<td>X</td>
<td>X Lead</td>
<td>X</td>
</tr>
<tr>
<td>Provide all CVISN computer systems...</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchase and install all mainline hardware and related software to include the WIM and the WIM communication software for conformance with CVISN standards.</td>
<td>X</td>
<td>X</td>
<td>X (Lead)</td>
</tr>
</tbody>
</table>
### Exhibit 1720-8 (continued) MOU Related to Vehicle Weighing and Equipment: Inspection Facilities on State Highways

<table>
<thead>
<tr>
<th>WSP</th>
<th>WSDOT Region</th>
<th>WSDOT CVS</th>
<th>WSDOT Capital Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>X (Lead)</td>
<td>X</td>
<td>X (Lead)</td>
</tr>
</tbody>
</table>

**Construct the CViSN roadside apparatus at the same time as WIM equipment is installed, e.g.: cantilevered mounting poles, guard rail, conduit, and raceway installation at WSDOT expense.**

**Provide communication to the CViSN system and the user interface.**

**Maintenance**

**For CViSN equipped weigh stations; operate and maintain WIM signs to include; the Variable Message Signs; Changeable Message Signs: as well as the static scales and WIM roadside computer.**

**For all weigh stations responsible for lighting, water, heat, telephone, garbage pickup and toilet facilities inside the weigh station.**

**For all weigh stations responsible for toilet facilities outside the weigh station.**

**Incidental costs including, but not limited to paper and toner for printers.**

**For CViSN equipped weigh stations; provide maintenance of the CViSN hardware and software located within the facility.**

**For CViSN equipped weigh stations; provide maintenance of the Automated License Plate Recognition (ALPR) equipment located on the mainline.**

**For CViSN equipped weigh stations; provide maintenance of the Automated Infrared equipment located on the ramp.**

**For CViSN equipped weigh stations; provide maintenance of the Automated Vehicle Identification (AVI) equipment located on the mainline.**
### Exhibit 1720-8 (continued) MOU Related to Vehicle Weighing and Equipment: Inspection Facilities on State Highways

<table>
<thead>
<tr>
<th>WSP</th>
<th>WSDOT Region</th>
<th>WSDOT CVISN</th>
<th>WSDOT Capital Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>X</td>
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</tbody>
</table>

- Standard signing at all weigh stations. Standard signing includes the Black/White Regulatory signs; the non-electrical Open/Close signs; the electrical Open/Close signs; and the Green/White Non Regulatory signs. (To include replacement)
- Sign at each Port of Entry (POE) identifying Washington as a NORPASS state.
- Sign on the ramp at each CVISN equipped weigh station providing a transponder toll free number.
- Roadway and all parking lot lighting maintenance of electrical lighting and other components, such as transformers, service cabinets, vaults, etc.
- Electrical service to weigh station facilities and CVISN equipment including service cabinets, power to WIM cabinets, vaults, inside facility electrical circuits, etc.
- Annually or as requested, and as able, provide the following grounds maintenance:
  - Mowing and/or vegetation management around the scale facility and the WIM cabinet
  - Highway litter removal
  - Parking lot flushing (where permitted), cleaning and Vac-All.
  - Vac-All for cleaning of the static scale pits
  - Snow removal (after highways are cleared)
  - Storm cleanup as part of overall clean-up activities
  - Ice removal (ramp and parking lot)
- Snow and ice removal from the sidewalks and walkways surrounding the facility.
- Coordinate traffic control when closure of any lane is required for maintenance of the WIM system.
- Maintenance and repairs to the security cameras mounted outside of the weigh station facility.

State of Washington  
Department of Transportation

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MOU – Vehicle Weighing & Equipment Inspection Facilities
Exhibit 1720-8 (continued) MOU Related to Vehicle Weighing and Equipment: Inspection Facilities on State Highways

<table>
<thead>
<tr>
<th>Maintenance and repairs to the interior and exterior of the scale facility to include the commercial vehicle inspection building.</th>
<th>WSP</th>
<th>WSDOT Region</th>
<th>WSDOT CVS</th>
<th>WSDOT Capital Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>( X )</td>
<td>( X )</td>
<td>( X )</td>
<td></td>
</tr>
</tbody>
</table>

Pavement markings and jersey barriers:

<table>
<thead>
<tr>
<th>Pavement markings and jersey barriers</th>
<th>WSP</th>
<th>WSDOT Region</th>
<th>WSDOT CVS</th>
<th>WSDOT Capital Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>( X )</td>
<td>( X )</td>
<td>( X )</td>
<td>( X )</td>
<td></td>
</tr>
</tbody>
</table>

In the event either WSP or WSDOT cannot fulfill the responsibilities specified above for maintenance of the weigh station facilities, they may request the other party to perform the work on the basis of a written agreement that includes reimbursement for the costs.

Damages:

<table>
<thead>
<tr>
<th>Damages</th>
<th>WSDOT Region</th>
<th>WSDOT CVS</th>
<th>WSDOT Capital Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide notification (within 24 hours) when damage occurs to roadside equipment.</td>
<td>X (Lead)</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>If damage is the result of a traffic accident provide a copy of the accident report.</td>
<td>X (Lead)</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

Note: In many areas all parties are involved; therefore a Lead is designated and the Lead's responsibility will be to coordinate with the other parties.

Additionally, the WSP and WSDOT agree to follow the Federal Highway Administration's Guidance for Local Agency Roadway Projects within Interstate Rights-of-Way, as outlined in Attachment A.

Conclusions and Approvals

The Regional Administrators for WSDOT, the Commercial Vehicle Division Commander for the WSP, and the Property Management Division Commander for the WSP are encouraged to consult with each other and to agree on such matters that fall within their scope of responsibility.

This Memorandum of Understanding (MOU) may be amended or supplemented by mutual agreement between the signers or their successors.

Either party may terminate this MOU upon thirty (30) calendar days' written notification. If this MOU is so terminated, the terminating party shall be liable only for performance in accordance with the terms of the MOU for performance rendered prior to the effective date of the termination.

In the event a dispute arises under this MOU, it shall be resolved as follows: The Secretary of WSDOT and the Chief of the WSP shall each appoint a member, not affiliated with either agency, to a conflict resolution board. Then these two members shall appoint a third member. The decision made by this board shall be final and binding on the parties to the MOU.

Exhibits and Attachments

All exhibits, attachments, and documents referenced in this contract are hereby incorporated into this Agreement.

State of Washington
Department of Transportation

MOU – Vehicle Weighing & Equipment Inspection Facilities
Exhibit 1720-8 (continued) MOU Related to Vehicle Weighing and Equipment: Inspection Facilities on State Highways

Agreement Execution.
The signatories to this Agreement represent that they have the authority to bind their respective organizations to this Agreement.

ALL WRITINGS CONTAINED HEREIN

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement.

State of Washington
Department of Transportation

Bill Ford
Signature
Bill Ford, Asst. Secretary of Admin. Operations
Title
4-1-11
Date

Washington State Patrol

Signature
Deputy Chief David I. Karnitz
Chief John Batiste
Title
4-1-11
Date

State of Washington
Department of Transportation
Page 9 of 9
MOU – Vehicle Weighing & Equipment inspection Facilities
Exhibit 1720-8 (continued) MOU Related to Vehicle Weighing and Equipment: Inspection Facilities on State Highways

ATTACHMENT A

Guidance for Local Agency Roadway Projects within Interstate Rights-of-Way

Since all projects within the Interstate rights-of-way (ROW) have the potential to impact safety and operations on the Interstate route, they must incorporate Interstate design criteria and construction quality. It is the Federal Highway Administration’s (FHWA) policy that the Washington State Department of Transportation (WSDOT) should administer all projects within the Interstate ROW. However, given the scope and extent of non-Interstate projects within the Interstate ROW, it is recognized that local agency administration of some projects may be desirable.

Whenever a local agency proposes a project within the Interstate ROW, they must develop an agreement with WSDOT that clearly outlines their duties and responsibilities to maintain the integrity of the Interstate facility, from both the safety and quality perspectives. The agreement must be executed prior to beginning design and must incorporate the following requirements:

- **Responsibilities**: WSDOT and the local agency must each assign a responsible Project Engineer.

- **Design**: WSDOT must review and approve all highway plans, profiles, deviations, structural plans, false-work plans, shoring plans, and traffic control plans for any work within the Interstate ROW.

- **Plans, specification and estimates**: WSDOT must review and approve the plans and specifications for any work within Interstate ROW.

- **Advertising and award**: The local agency must confer with the WSDOT Project Engineer on any pre-award issues affecting the quality and timing of the contract.

- **Construction**: All construction, materials, and quality control requirements contained in the current editions of the WSDOT Standard Specifications and Construction Manual must be incorporated into the agreement.

- **Contract changes**: All contract changes affecting work within the Interstate ROW must have the prior concurrence of the WSDOT Project Engineer.

- **Final inspection**: The final inspection of the project must be performed by WSDOT and must evidence their approval.

Only local agencies with full certification acceptance authority may enter into such an agreement with WSDOT.

The agreement must be submitted to FHWA for approval. FHWA reserves the right to assume full oversight of the project.

State of Washington
Department of Transportation

MOU – Vehicle Weighing & Equipment inspection Facilities
**Exhibit 1720-8 (continued) MOU Related to Vehicle Weighing and Equipment: Inspection Facilities on State Highways**

<table>
<thead>
<tr>
<th>WSP</th>
<th>WSDOT Region</th>
<th>WSDOT CVS</th>
<th>WSDOT Capital Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construct the weigh station scale, scale house and commercial vehicle inspection facility (if applicable).</td>
<td>X (Lead-if WSP administers the contracts)</td>
<td>X (Lead-if WSDOT administers the contracts)</td>
<td>X</td>
</tr>
<tr>
<td>Construct the CVISN roadside apparatus at the same time as WIM equipment is installed, e.g.: cantilevered mounting poles, guard rail, conduit/raceway installation at WSDOT expense.</td>
<td></td>
<td>X (Lead)</td>
<td>X</td>
</tr>
<tr>
<td>All construction in the state or interstate right-of-way will be under the responsibility of a WSDOT region engineer.</td>
<td></td>
<td></td>
<td>X (Lead)</td>
</tr>
<tr>
<td>For existing weigh stations being upgraded to include CVISN, provide an equipment storage room within the scale facility.</td>
<td>X (Lead)</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>For CVISN equipped weigh stations, provide CVISN hardware (Servers, PCs, Monitors, Printers) and software located within the facility.</td>
<td></td>
<td>X</td>
<td>X (Lead)</td>
</tr>
<tr>
<td><strong>Virtual Weigh Stations</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Acquire the necessary right of way, construct and maintain the Large Shoulder Sites and the Major Portable Scale Sites. Construct and install the inspection site(s) illumination.</td>
<td>X</td>
<td>X (Lead)</td>
<td>X</td>
</tr>
<tr>
<td>Perform the preliminary engineering and submit the design and PS&amp;E documents.</td>
<td>X</td>
<td>X (Lead)</td>
<td>X</td>
</tr>
<tr>
<td>Perform preliminary engineering and design for all mainline hardware and software, to include the WIM communication software for conformance with CVISN standards.</td>
<td>X</td>
<td>X Lead</td>
<td>X</td>
</tr>
<tr>
<td>Provide all CVISN computer systems...</td>
<td>X</td>
<td>X (Lead)</td>
<td></td>
</tr>
<tr>
<td>Purchase and install all mainline hardware and related software to include the WIM and the WIM communication software for conformance with CVISN standards.</td>
<td>X</td>
<td>X</td>
<td>X (Lead)</td>
</tr>
</tbody>
</table>