

## How to Have a Successful STS Vehicle Inspection

Vehicle safety inspections are conducted by OFCVO staff during the application process for new providers and annually thereafter for all providers. The primary items that will be inspected include:

<p><b>Exterior Inspection Components</b></p> <ul style="list-style-type: none"> <li>• Lights</li> <li>• Wipers and washer fluid</li> <li>• Horn</li> <li>• Windshield</li> <li>• Wheels, rims and lug nuts</li> <li>• Tires</li> <li>• Brakes</li> <li>• Mirrors</li> <li>• Doors and windows</li> </ul> <p><b>Engine Compartment</b></p> <ul style="list-style-type: none"> <li>• Fluid levels</li> <li>• Battery securement</li> <li>• Battery posts</li> <li>• Hoses, wiring and belts</li> </ul>	<p><b>Interior Inspection Components</b></p> <ul style="list-style-type: none"> <li>• Overall cleanliness</li> <li>• Critical light indicators on dashboard</li> <li>• Emergency parking brake</li> <li>• Defroster</li> </ul> <p><b>Overall Systems</b></p> <ul style="list-style-type: none"> <li>• Exhaust</li> <li>• Frame</li> <li>• Suspension</li> <li>• Fuel</li> </ul> <p><b>Wheelchair lifts, ramps, securement devices and door heights</b></p>
--	--

### Vehicle Identification Requirements

Every vehicle must display on both sides of the vehicle:

1. The provider's name
2. The US DOT number *or, if you do not have a US DOT #*, the letters "STS" followed by MnDOT (STS) number

Name and numbers must be:

- In colors that sharply contrast with the background
- Visible in daylight from 50 feet
- Maintained to be easy to read

NOTE: Providers may use a removable sign if it meets the requirements above.

## Signage and Safety Equipment Will be Inspected

Use this checklist	✓
Complaint sign	
No Smoking sign	
Fire Extinguisher in Trunk sign, <i>if applicable</i>	
Fire Extinguisher (not less than 5B:C rating)	
Two-way communications (cell phone qualifies)	
Three reflective triangles 17-22" in length and 2-3" in width	
Operable flashlight	
Ice scraper (Oct 1–Apr 30)	
Blanket (taxis are exempt)	
First Aid Kit (labeled and dust proof) must include:	
Gauze pads	
Soft roll bandages	
Adhesive tape	
Scissors	
Extra fuses ( <i>if vehicle has interior fuses</i> )	
Strap cutter ( <i>for wheelchair securement devices</i> )	
Child-restraint system, <i>if necessary</i>	

### Vehicle Signage

“No Smoking” and “Complaint” signs must be displayed in STS vehicles and made visible to all passengers.



This sign must be on the dashboard for a sedan when the fire extinguisher is in the trunk.

### STS Vehicle Decal

No vehicle may be used to provide special transportation service until it has been inspected and displays a valid decal.

A decal is valid for one year. It expires at the end of the month in which it was issued.

## Possible Inspection Outcomes:

Outcome	STS Company Actions
<p>Vehicle passes inspection; an inspection report is given to the driver and the provider. A decal is issued at the time of inspection.</p>	<p>Invoice for decal is mailed to the provider. Payment must be made within 30 days of receipt of invoice. Non-payment could result in financial penalties and/or suspension of the Certificate of Compliance.</p>
<p>Non-critical violations are found and discussed with the driver. An inspection report is given to the driver and the provider. A decal is issued at the time of inspection.</p>	<p>Invoice for decal is mailed to the provider. Payment must be made within 30 days of receipt of invoice. Non-payment could result in financial penalties and/or suspension of the Certificate of Compliance.</p>
<p>Violations likely to cause an accident or break down are found. A report noting the critical violation(s) is given to the driver and the provider, and the violations are discussed. Decal is NOT issued.</p> <p>The vehicle cannot be used to provide STS until violations are fixed.</p>	<p>STS company fixes all violations. Provider must contact MnDOT to schedule a new inspection.</p> <p>Decal will not be issued until vehicle is re-inspected and passes the inspection.</p>

### To schedule an inspection:

Call 651-366-3648

### Metro Inspection Location:

1912 East 66<sup>th</sup> Street  
Richfield, MN 55423

This information is intended to provide you with general guidance concerning the applicable laws and rules and does not constitute legal advice.