

Office of the Auditor General  
Performance Audit Report

---

**Transport Permit Activities**  
Michigan Department of Transportation

September 2018

---

---

The auditor general shall conduct post audits of financial transactions and accounts of the state and of all branches, departments, offices, boards, commissions, agencies, authorities and institutions of the state established by this constitution or by law, and performance post audits thereof.

*Article IV, Section 53 of the Michigan Constitution*

---



# OAG

Office of the Auditor General

## Report Summary

### *Performance Audit*

**Report Number:**  
591-0171-18

### *Transport Permit Activities*

### *Michigan Department of Transportation (MDOT)*

**Released:**  
September 2018

MDOT's Transport Permits Unit (TPU) issues permits for oversize and overweight vehicles and loads to travel on highways maintained by the State. MDOT implemented the Michigan Transport Routing and Internet Permitting System (MiTRIP) in 2012 to allow applicants to submit online permit applications for oversize and overweight single trip and extended permits. MDOT uses MiTRIP to review and approve permit applications, document travel restrictions for oversize and overweight vehicles and loads, and calculate permit fees. For fiscal year 2017, TPU issued 108,772 transport permits and collected \$4.7 million in associated permit revenue.

| Audit Objective                                                                                                                                                                                                                                                               |                    |                      | Conclusion                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------|-----------------------------|
| Objective #1: To assess the sufficiency of MDOT's efforts to properly issue transport permits.                                                                                                                                                                                |                    |                      | Sufficient                  |
| Findings Related to This Audit Objective                                                                                                                                                                                                                                      | Material Condition | Reportable Condition | Agency Preliminary Response |
| MDOT did not ensure the accurate update of 8 (22%) of 36 State trunkline bridge overload classifications in MiTRIP, which could result in overweight vehicles not being suitable for certain routes or vehicles using alternative routes unnecessarily ( <u>Finding #1</u> ). |                    | X                    | Agrees                      |

| Audit Objective                                                                  |                    |                      | Conclusion                  |
|----------------------------------------------------------------------------------|--------------------|----------------------|-----------------------------|
| Objective #2: To assess the effectiveness of MDOT's access controls over MiTRIP. |                    |                      | Effective                   |
| Findings Related to This Audit Objective                                         | Material Condition | Reportable Condition | Agency Preliminary Response |
| None reported.                                                                   | Not applicable.    |                      |                             |

#### Obtain Audit Reports

Online: [audgen.michigan.gov](http://audgen.michigan.gov)

Phone: (517) 334-8050

Office of the Auditor General  
201 N. Washington Square, Sixth Floor  
Lansing, Michigan 48913

**Doug A. Ringler, CPA, CIA**  
Auditor General

**Laura J. Hirst, CPA**  
Deputy Auditor General





# OAG

Office of the Auditor General

201 N. Washington Square, Sixth Floor • Lansing, Michigan 48913 • Phone: (517) 334-8050 • [audgen.michigan.gov](http://audgen.michigan.gov)

**Doug A. Ringler, CPA, CIA**  
Auditor General

September 20, 2018

Mr. Todd Wyett, Chair  
State Transportation Commission  
and  
Kirk T. Steudle, PE, Director  
Michigan Department of Transportation  
Murray D. Van Wagoner Building  
Lansing, Michigan

Dear Mr. Wyett and Mr. Steudle:

This is our performance audit report on Transport Permit Activities, Michigan Department of Transportation.

We organize our findings and observations by audit objective. Your agency provided the preliminary response to the recommendation at the end of our fieldwork. The *Michigan Compiled Laws* and administrative procedures require an audited agency to develop a plan to comply with the recommendations and to submit it within 60 days of the date above to the Office of Internal Audit Services, State Budget Office. Within 30 days of receipt, the Office of Internal Audit Services is required to review the plan and either accept the plan as final or contact the agency to take additional steps to finalize the plan.

We appreciate the courtesy and cooperation extended to us during this audit.

Sincerely,

A handwritten signature in black ink that reads "Doug Ringler". The signature is written in a cursive, flowing style.

Doug Ringler  
Auditor General



## TABLE OF CONTENTS

### TRANSPORT PERMIT ACTIVITIES

|                                                               | <u>Page</u> |
|---------------------------------------------------------------|-------------|
| Report Summary                                                | 1           |
| Report Letter                                                 | 3           |
| Audit Objectives, Conclusions, Findings, and Observations     |             |
| Issuance of Transport Permits                                 | 8           |
| Findings:                                                     |             |
| 1. Accurately updated bridge overload classifications needed. | 10          |
| MiTRIP Access Controls                                        | 12          |
| Supplemental Information                                      |             |
| Exhibit #1 - Transport Permits Issued and Revenue Received    | 13          |
| Exhibit #2 - Transport Permit Fees                            | 14          |
| Description                                                   | 15          |
| Audit Scope, Methodology, and Other Information               | 16          |
| Glossary of Abbreviations and Terms                           | 21          |



# AUDIT OBJECTIVES, CONCLUSIONS, FINDINGS, AND OBSERVATIONS

# ISSUANCE OF TRANSPORT PERMITS

---

## BACKGROUND

The Michigan Department of Transportation's (MDOT's) Transport Permits Unit (TPU) issues transport permits\* for oversize and overweight vehicles and loads that cannot reasonably be divided, dismantled, reduced, or otherwise rearranged to conform to legal dimensions and weights as provided by State law.

The Michigan Transport Routing and Internet Permitting System\* (MiTRIP), implemented in 2012, is a Web-based application that allows businesses, individuals, and permit service companies, acting on behalf of applicants, to order oversize and overweight single trip\* and extended\* permits. MiTRIP provides construction restriction information, transport route evaluation, and other features to assist applicants during the application process. MDOT's Michigan Permit Gateway Web site collects permit fee payments before TPU begins processing applications.

TPU permit agents select applications from MiTRIP to review vehicle, object, axle, route, and applicant information for completeness, reasonableness, and compliance with the Michigan Vehicle Code (MVC) and federal and MDOT requirements prior to approval. Permit agents and applicants use MiTRIP for correspondence (e.g., permit agents request applicants to provide additional information or applicants request an exception during spring weight restrictions).

Upon approval, permit agents issue permits electronically through MiTRIP. Issued permits specify standard conditions and restrictions (e.g., copy of permit must be in the vehicle, permit not valid on county roads or city streets, and travel in the sequence listed on permit). Also, permit agents may attach special provisions to a permit (e.g., reduced speeds, night moves, and police escorts).

MiTRIP reviews and auto-issues most extended permits when applicants' weight and size information are within dimensional and/or weight limits determined by MDOT. MiTRIP auto-issued permits account for 27% of all permits issued from October 1, 2015 through February 28, 2018.

Superloads\* contain items or equipment that exceed normal width, height, and/or length limits. MDOT transportation service center (TSC) staff perform superload route analysis by reviewing specifications and evaluating proposed routes and potential damages to MDOT infrastructure before sending their approval and any special movement provisions to TPU permit agents.

\* See glossary at end of report for definition.

**AUDIT OBJECTIVE** To assess the sufficiency of MDOT's efforts to properly issue transport permits.

**CONCLUSION** Sufficient.

**FACTORS IMPACTING CONCLUSION**

- MiTRIP and TPU permit agents accurately calculated axle weights and determined that width, height, and length dimensions met MVC and MDOT requirements for approximately 261,000 single trip and extended permits issued from October 1, 2015 through February 28, 2018.
- TPU met MDOT's scorecard benchmark for issuing single trip permits in under 4 hours 83% of the time from October 1, 2015 through February 28, 2018.
- Permit agent productivity levels appeared reasonable from October 1, 2015 through February 28, 2018.
- Reportable condition\* related to the accurate update of bridge overload classifications in MiTRIP (Finding #1).

\* See glossary at end of report for definition.

## FINDING #1

---

### Accurately updated bridge overload classifications needed.

---

MDOT did not always ensure the accurate update of State trunkline\* bridge overload classifications in MiTRIP, which could result in overweight vehicles not being suitable for certain routes or vehicles using alternative routes unnecessarily.

MDOT inspects State trunkline bridges at varying frequencies (typically, at least every two years) based on engineers' evaluations of conditions encountered during prior bridge inspections. As part of each inspection, the American Association of State Highway and Transportation Officials (AASHTO) Manual requires that each bridge load rating\* be reviewed and updated to reflect any bridge condition changes noted during the inspection. MDOT performs a load rating analysis to determine a bridge's overload capacity using its design plans and the most recent bridge inspection results. In general, MDOT performs the analysis when a bridge is new and has not been previously rated or when the condition of one or more bridge structural elements (deck, substructure, and/or superstructure) have changed considerably since the last bridge inspection.

MiTRIP performs real-time route analysis to validate that all State trunkline bridges along an applicant's proposed route have sufficient capacity to safely carry the applicant's overweight vehicle. MiTRIP uses the applicant's vehicle information, such as axle weight, axle spacing, number of tires on each axle, and tire width, to generate a configuration drawing that the applicant can view online in real time. The vehicle configuration\* is compared with the bridge classification for each State trunkline bridge on the applicant's proposed route. If the vehicle configuration exceeds a specific bridge's classification, MiTRIP flags the proposed route as an overload failure and the applicant must select another route, adjust the vehicle configuration, or request the Bridge Load Rating Unit to perform a load rating analysis.

MDOT's Utility Coordination, Permits and Agreements Section (UCPAS) works with the Department of Technology, Management, and Budget (DTMB) to input bridge overload classification updates into MiTRIP.

We reviewed 36 updates from October 1, 2015 through March 8, 2018 and noted that UCPAS did not forward 8 (22%) updates for input into MiTRIP:

- a. One update was to reduce the load-carrying capacity of a culvert. As a result, MiTRIP may not have prohibited permitted overweight vehicles from crossing a certain culvert, causing stress above the overload classification of the culvert.
- b. Seven updates increased the load-carrying capacity of the respective bridges. Without current and accurate bridge information, MiTRIP may have inappropriately directed applicants to select different routes or adjust vehicle configurations.

\* See glossary at end of report for definition.

UCPAS personnel indicated that they may not have forwarded the e-mails requesting MiTRIP overload classification updates to DTMB and did not confirm that DTMB correctly entered the overload classification updates into MiTRIP.

**RECOMMENDATION**

We recommend that MDOT ensure the accurate update of State trunkline bridge overload classifications in MiTRIP.

**AGENCY  
PRELIMINARY  
RESPONSE**

MDOT provided us with the following response:

*MDOT agrees with the recommendation and has established new processes to help ensure that MiTRIP contains all changes in bridge overload classifications of structures.*

## **MiTRIP ACCESS CONTROLS**

---

|                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>BACKGROUND</b>                   | UCPAS is responsible for granting and removing user access to MiTRIP, including authorization to update MiTRIP bridge data for updated overload classifications, changes in bridge and structure conditions, and construction restrictions.                                                                                                                                                                                                                                                                                                                                  |
| <b>AUDIT OBJECTIVE</b>              | To assess the effectiveness* of MDOT's access controls over MiTRIP.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>CONCLUSION</b>                   | Effective.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>FACTORS IMPACTING CONCLUSION</b> | <ul style="list-style-type: none"><li>• UCPAS established effective controls for granting and removing user access to MiTRIP.</li><li>• Permit agents accurately entered road restrictions into MiTRIP and updated MDOT's Construction Bulletin Web site.</li><li>• UCPAS appropriately granted access only to users authorized to work with DTMB to upload bridge overload classification updates and appropriately granted access only to permit agents to add, change, or remove construction restrictions in MiTRIP and MDOT's Construction Bulletin Web site.</li></ul> |

\* See glossary at end of report for definition.

# SUPPLEMENTAL INFORMATION

UNAUDITED  
Exhibit #1

TRANSPORT PERMIT ACTIVITIES  
Michigan Department of Transportation (MDOT)

Transport Permits Issued and Revenue Received  
For Fiscal Years 2016 and 2017

| Permit Type                      | 2016           |                     | 2017           |                     | Total          |                     |
|----------------------------------|----------------|---------------------|----------------|---------------------|----------------|---------------------|
|                                  | Permits Issued | Revenue Received    | Permits Issued | Revenue Received    | Permits Issued | Revenue Received    |
| Single trip equipment            | 33,471         | \$ 1,476,405        | 32,361         | \$ 1,434,415        | 65,832         | \$ 2,910,820        |
| Single trip house/building       | 20             | 1,000               | 20             | 1,000               | 40             | 2,000               |
| Single trip miscellaneous        | 39,001         | 1,395,970           | 37,988         | 1,334,390           | 76,989         | 2,730,360           |
| Single trip mobile/modular home  | 10,131         | 151,965             | 12,804         | 192,045             | 22,935         | 344,010             |
| Single trip superload            | 1,926          | 88,740              | 2,026          | 94,580              | 3,952          | 183,320             |
| 9-foot-wide logging trailer      | 1              | 55                  |                |                     | 1              | 55                  |
| Agricultural - Trailer           | 511            | 18,293              | 518            | 19,149              | 1,029          | 37,442              |
| Agricultural - Truck             | 436            | 15,857              | 475            | 17,271              | 911            | 33,128              |
| Construction equipment - Object  | 9,600          | 741,101             | 10,371         | 810,935             | 19,971         | 1,552,036           |
| Construction equipment - Trailer | 2,338          | 193,179             | 2,519          | 216,411             | 4,857          | 409,590             |
| Construction equipment - Truck   | 2,841          | 232,821             | 2,986          | 252,076             | 5,827          | 484,897             |
| Empty self-propelled equipment   | 61             | 6,680               | 45             | 4,788               | 106            | 11,468              |
| Hydraulic boat lift trailer      | 18             | 687                 | 15             | 640                 | 33             | 1,327               |
| Miscellaneous - Object           | 975            | 54,207              | 1,169          | 68,215              | 2,144          | 122,422             |
| Miscellaneous - Trailer          | 1,611          | 79,914              | 1,859          | 102,672             | 3,470          | 182,586             |
| Miscellaneous - Truck            | 1,408          | 70,722              | 1,590          | 95,929              | 2,998          | 166,651             |
| Mobile/Modular home - Truck      | 113            | 4,058               | 155            | 5,742               | 268            | 9,800               |
| Pavement marking truck           |                |                     | 12             | 2,292               | 12             | 2,292               |
| Pipe/Pole - Trailer              | 508            | 16,522              | 582            | 19,543              | 1,090          | 36,065              |
| Pipe/Pole - Truck                | 990            | 30,536              | 1,006          | 32,296              | 1,996          | 62,832              |
| Raw forest in Upper Peninsula    | 75             | 10,272              | 37             | 5,240               | 112            | 15,512              |
| Snow plow                        | 33             | 1,102               | 27             | 930                 | 60             | 2,032               |
| Wrecker                          | 185            | 22,462              | 207            | 25,822              | 392            | 48,284              |
| <b>Total</b>                     | <b>106,253</b> | <b>\$ 4,612,548</b> | <b>108,772</b> | <b>\$ 4,736,381</b> | <b>215,025</b> | <b>\$ 9,348,929</b> |

Source: The OAG prepared this exhibit using data provided by MDOT's Utility Coordination, Permits and Agreements Section.

TRANSPORT PERMIT ACTIVITIES  
Michigan Department of Transportation

Transport Permit Fees<sup>1</sup>  
For Fiscal Year 2017

**Oversize vehicle only permits**

|                                  |          |
|----------------------------------|----------|
| Single trip permit fee           | \$ 15.00 |
| Extended permit fee <sup>2</sup> | \$ 30.00 |

**Overweight and oversize vehicle permits**

|                                  |          |
|----------------------------------|----------|
| Single trip permit fee           | \$ 50.00 |
| Extended permit fee <sup>2</sup> | \$100.00 |

<sup>1</sup> Fees were last revised July 8, 1998 by Public Act 247 of 1998.

<sup>2</sup> Extended permit fees were prorated on a month-to-month basis.

Source: The OAG prepared this exhibit based on Section 257.725 of the *Michigan Compiled Laws* (a section of the Michigan Vehicle Code).

## DESCRIPTION

---

The MVC (Public Act 300 of 1949) defines maximum dimensions and gross vehicle weight and axle load limits for vehicles and/or loads. TPU is responsible for issuing permits for the movement of necessary oversize and/or overweight vehicles and/or loads consistent with the following obligations:

- Protection of the motoring public from potential traffic hazards.
- Protection of highway surfaces, structures, and private property.
- Provisions for normal flow of traffic with a minimum of interference.

TPU issues transport permits for those vehicles and/or loads that cannot reasonably be divided, dismantled, reduced, or otherwise rearranged to conform to legal dimensions and/or weights as provided by State law. TPU issued 106,253 and 108,772 oversize and/or overweight permits for fiscal years 2016 and 2017, respectively (see Exhibit #1).

UCPAS oversees TPU operations, including authorization to grant, remove, and define the roles of user access in MiTRIP and to add, delete, and make changes to bridge data and construction restrictions.

For both fiscal years 2016 and 2017, TPU expended approximately \$600,000. As of March 31, 2018, TPU had 6 full-time employees.

## AUDIT SCOPE, METHODOLOGY, AND OTHER INFORMATION

---

### AUDIT SCOPE

To examine the program and other records related to MDOT transport permit activities. We conducted this performance audit\* in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

### PERIOD

Our audit procedures, which included a preliminary survey, audit fieldwork, report preparation, and quality assurance, generally covered October 1, 2015 through March 31, 2018.

### METHODOLOGY

We conducted a preliminary survey to obtain an understanding of MDOT's TPU operations and internal control\* and to establish our audit objectives and methodology. During our preliminary survey, we:

- Interviewed TPU and TSC staff to gain an understanding of processes related to the:
  - Electronic ordering of oversize and overweight single trip and extended use permits by applicants using MiTRIP.
  - Review and approval of superload permit applications for load specifications and intended travel routes by MDOT regional office and TSC staff.
  - Review, approval, and issuance of transport permits by TPU permit agents.
  - Updating of MiTRIP for changes in State trunkline, bridge and structure conditions and road restrictions.
- Reviewed the MVC, federal regulations, the TPU procedures manual, and instructional materials on MDOT's Web site to identify compliance standards for measuring TPU's performance.
- Reviewed MiTRIP permit sales record report for one day to identify MiTRIP data fields contained in the report and assess permit agents' efforts to review, approve, and issue single trip permits within TPU's 4-hour benchmark.

\* See glossary at end of report for definition.

- Corresponded with MDOT and DTMB staff and reviewed MiTRIP system documentation to obtain an understanding of MiTRIP data tables and associated data fields.
- Identified and reviewed approved transport permit fees (see Exhibit #2) and compared Michigan's permit fee rates with those of other states.

## **OBJECTIVE #1**

To assess the sufficiency of MDOT's efforts to properly issue transport permits.

To accomplish this objective, we:

- Obtained MiTRIP data for October 1, 2015 through February 28, 2018 from DTMB and obtained monthly MiTRIP permit sales record reports for October 2015 through February 2018. We reconciled the number of issued permits in MiTRIP with the number of issued permits in the monthly MiTRIP permit sales record reports for fiscal years 2016, 2017, and 2018 through February 28, 2018.
- Tested 260,437 transport permits issued from October 1, 2015 through February 28, 2018 to verify that MiTRIP accurately calculated the weight per inch of tire width and correctly determined whether the calculated amounts complied with MVC weight limits by permit type.
- Tested 256,046 transport permits issued from October 1, 2015 through February 28, 2018 to verify that MiTRIP correctly determined whether vehicle dimensions complied with MVC vehicle width, height, and length limits.
- Reviewed all 36 State trunkline bridge overload classification updates from October 1, 2015 through February 28, 2018 to verify that TPU entered the overload classification updates into MiTRIP.
- Analyzed 175,278 single trip permits issued from October 1, 2015 through February 28, 2018 to assess permit agents' efforts to review, approve, and issue single trip permits within MDOT's 4-hour benchmark.
- Conducted site visits at 4 TSCs to obtain an understanding of superload route survey certifications and construction restriction requests to restrict the movement of over-dimensional and/or overweight loads on State trunkline roads within certain construction site boundaries.

- Reviewed 40 of the 4,435 superload permits issued from October 1, 2015 through February 28, 2018 to determine whether permit agents forwarded superload route survey certifications to the appropriate regional office or TSC staff for review and to determine whether regional office or TSC staff returned the approved or rejected superload route survey certifications to the permit agents. We randomly sampled the 40 superload permits issued to enable us to project the results to the entire population.
- Reviewed all 4,435 superload permits issued and assessed whether the permits were processed within the required 30 days after submission of the permit application.
- Reviewed 10 of the 14 permit restriction bulletins on MDOT's Active Permit Restriction Bulletins Web site issued from January 1, 2018 through March 14, 2018 to assess whether permit agents accurately entered construction restriction request forms into MiTRIP's Restriction Manager and the Web site. We also verified whether the Web site accurately listed the active permit restrictions as of March 14, 2018. We judgmentally selected the 10 permit restriction bulletins; therefore, we could not project the results to the entire population.
- Assessed MDOT's outreach efforts to businesses and individuals regarding State law and MDOT procedures pertaining to transport permits.
- Reviewed 189,009 transport permits issued by permit agents from October 1, 2015 through February 28, 2018 to assess productivity of the permit agents.
- Calculated transport permit revenues using MiTRIP reports to determine the accuracy and completeness of transport permit revenues in the State's accounting system for fiscal years 2016 and 2017.
- Reviewed MiTRIP user guides, forms, and information materials on MDOT's Web site and in the TPU procedures manual to verify that the Web site contained accurate information and that TPU procedures were consistent with current transport permit processes.

## **OBJECTIVE #2**

To assess the effectiveness of MDOT's access controls over MiTRIP.

To accomplish this objective, we:

- Obtained a list of the 203 active MiTRIP users as of March 6, 2018 to verify that the users were active MDOT or DTMB employees with a valid purpose for accessing

MiTRIP and to determine whether users' access rights were appropriate for their job duties.

- Reviewed all 8 MiTRIP users with the ability to change MiTRIP data as of March 6, 2018 to determine if the individuals had appropriate authority to upload State trunkline bridge updated overload classifications to MiTRIP bridge data and to create, revise, or remove construction restrictions in MiTRIP and MDOT's Construction Bulletin Web site.

## **CONCLUSIONS**

We base our conclusions on our audit efforts and any resulting material conditions\* or reportable conditions.

When selecting activities or programs for audit, we direct our efforts based on risk and opportunities to improve State government operations. Consequently, we prepare our performance audit reports on an exception basis.

## **AGENCY RESPONSES**

Our audit report contains 1 finding and 1 corresponding recommendation. MDOT's preliminary response indicates that it agrees with the recommendation.

The agency preliminary response that follows the recommendation in our report was taken from the agency's written comments and oral discussion at the end of our fieldwork. Section 18.1462 of the *Michigan Compiled Laws* and the State of Michigan Financial Management Guide (Part VII, Chapter 4, Section 100) require an audited agency to develop a plan to comply with the recommendations and to submit it within 60 days after release of the audit report to the Office of Internal Audit Services, State Budget Office. Within 30 days of receipt, the Office of Internal Audit Services is required to review the plan and either accept the plan as final or contact the agency to take additional steps to finalize the plan.

\* See glossary at end of report for definition.

**PRIOR AUDIT FOLLOW-UP**

Following is the status of the reported findings related to transport permits from our April 2015 performance audit of Transport, Construction, Billboard, and Junkyard Permitting Activities, Michigan Department of Transportation (591-0171-14):

| <u>Prior Audit Finding Number</u> | <u>Topic Area</u>                                         | <u>Current Status</u> | <u>Current Finding Number</u> |
|-----------------------------------|-----------------------------------------------------------|-----------------------|-------------------------------|
| 3                                 | Noncompliance with procedures for issuing permits exists. | Complied              | Not applicable                |
| 7                                 | Controls over user access to MiTRIP need improvement.     | Complied              | Not applicable                |

**SUPPLEMENTAL INFORMATION**

Our audit report includes supplemental information presented as Exhibits #1 and #2. Our audit was not directed toward expressing a conclusion on the information in Exhibit #1. The information presented in Exhibit #2 was used to support our conclusion on Objective #1.

## **GLOSSARY OF ABBREVIATIONS AND TERMS**

---

|                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DTMB</b>                                                               | Department of Technology, Management, and Budget.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>effectiveness</b>                                                      | Success in achieving mission and goals.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>extended permit</b>                                                    | A permit issued on an annual basis based on the vehicle and load being transported in accordance with Section 725 of the MVC. There are various categories of permits, including construction equipment, miscellaneous, agricultural, pipe and pole, and mobile or modular home.                                                                                                                                                                                                                                                  |
| <b>internal control</b>                                                   | The plan, policies, methods, and procedures adopted by management to meet its mission, goals, and objectives. Internal control includes the processes for planning, organizing, directing, and controlling program operations. It also includes the systems for measuring, reporting, and monitoring program performance. Internal control serves as a defense in safeguarding assets and in preventing and detecting errors; fraud; violations of laws, regulations, and provisions of contracts and grant agreements; or abuse. |
| <b>load rating</b>                                                        | The determination of the load-carrying capacity of a bridge using bridge plans and supplemented by information gathered from a field inspection.                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>material condition</b>                                                 | A matter that, in the auditor's judgment, is more severe than a reportable condition and could impair the ability of management to operate a program in an effective and efficient manner and/or could adversely affect the judgment of an interested person concerning the effectiveness and efficiency of the program. Our assessment of materiality is in relation to the respective audit objective.                                                                                                                          |
| <b>MDOT</b>                                                               | Michigan Department of Transportation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Michigan Transport Routing and Internet Permitting System (MiTRIP)</b> | A Web-based application that allows entities to submit applications and proposed routes electronically for oversize and/or overweight single trip and extended permits. Permit agents use MiTRIP to review and approve permit applications and issue permits. Also, permit agents may attach special conditions and restrictions depending on permitted vehicles' and loads' size and/or weights.                                                                                                                                 |
| <b>MVC</b>                                                                | Michigan Vehicle Code (Public Act 300 of 1949).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>OAG</b>                  | Office of the Auditor General.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>performance audit</b>    | An audit that provides findings or conclusions based on an evaluation of sufficient, appropriate evidence against criteria. Performance audits provide objective analysis to assist management and those charged with governance and oversight in using the information to improve program performance and operations, reduce costs, facilitate decision-making by parties with responsibility to oversee or initiate corrective action, and contribute to public accountability.                                                                                               |
| <b>reportable condition</b> | A matter that, in the auditor's judgment, is less severe than a material condition and falls within any of the following categories: an opportunity for improvement within the context of the audit objectives; a deficiency in internal control that is significant within the context of the audit objectives; all instances of fraud; illegal acts unless they are inconsequential within the context of the audit objectives; significant violations of provisions of contracts or grant agreements; and significant abuse that has occurred or is likely to have occurred. |
| <b>single trip permit</b>   | A permit issued that specifies the trip and the date for which the permit is valid and may include restrictions or prescribe conditions of operation, if necessary, in accordance with Section 725 of the MVC. TPU may issue single trip permits for a 5-day period, if requested by the applicant. Single trip permits are valid for one trip but may be issued to include a return move within the same 5-day period for the exact same configuration or empty trailer with reversed route.                                                                                   |
| <b>State trunkline</b>      | The network of road types (interstate, Michigan, and U.S. routes) that support the State's commercial activities.                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>superload</b>            | A load that exceeds the normal permit limits for over-width, over-height, and over-length items or equipment. A superload is a permitted load that exceeds 16 feet in width, 15 feet in loaded height, and/or 150 feet in overall length.                                                                                                                                                                                                                                                                                                                                       |
| <b>TPU</b>                  | Transport Permits Unit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>transport permit</b>     | A special permit authorizing an applicant to operate or remove from a highway maintained by the State a vehicle or combination of vehicles whose size, weight, or load exceeds the maximum legal limits specified by the MVC.                                                                                                                                                                                                                                                                                                                                                   |
| <b>TSC</b>                  | transportation service center.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

**UCPAS**

Utility Coordination, Permits and Agreements Section.

**vehicle configuration**

Used for load rating analysis and meant to represent the load effects of an actual vehicle base on axle spacing and weights. MDOT has established a list of 20 different common overload vehicle configurations that represent the majority of overload vehicles on State trunkline roads (e.g., semitrailer or truck-tractor). Single trip permit applications require vehicle configuration information.







**Report Fraud/Waste/Abuse**

Online: [audgen.michigan.gov/report-fraud](http://audgen.michigan.gov/report-fraud)

Hotline: (517) 334-8060, Ext. 1650