PRIVATE FOR-HIRE TRANSPORTATION

DRIVER SKILLS TEST STUDY GUIDE

Testing Hours

Testing for Driver Permit Applicants (by appointment only)
Tuesdays: 11am and 3pm

To Schedule an Appointment, please contact:

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Revenue Bureau | Regulatory Division
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Overview

Since June 19, 2009 Portland City Code has required all new Private for Hire Transportation (PFHT) drivers to successfully (75%+) complete the Regulatory Division's written skills test prior to obtaining a City of Portland PFHT Driver Permit (PCC 16.40.090G). A PFHT Driver permit, in addition to a State issued Motor Vehicle's Driver's License (or valid Government issued ID for Pedicab drivers), is required to operate a for-hire vehicle in Portland.

There are three sections of the PFHT Skills Test. The sections are: City Code Requirements, Portland Area Locations and Attractions and Map Reading. This study guide provides information for each section. The information is grouped according to whom the information applies. For example, information grouped by "DRIVERS IN ALL INDUSTRIES" should be read by everyone. Information grouped under "TOUR OPERATORS, EXECUTIVE SEDAN DRIVERS AND LIMOUSINE DRIVERS" is intended only for Tour operators, Limousine drivers and Executive Sedan drivers.

Section 1- City Code Requirements

This section of the test is in a multiple choice format.

DRIVERS IN ALL INDUSTRIES

This permit identifies you to your passengers as a legal, permitted driver, so it is important it be displayed where they can see it in your vehicle if you are driving a Taxi, Shuttle or Specially Assisted Transportation (SAT) vehicle. Executive Sedan, Limousine, and Pedicab drivers as well as Tour Operators are required to keep it in their vehicle and available to show upon request. The primary purpose of the City Code requirements is to promote public safety.

PFHT Permit Availability: Any customer, passenger, police officer or designated City employee may ask to see your City of Portland Driver's Permit. You are required to comply with their request. This permit is the property of the City of Portland and must be surrendered upon request by the PFHT Administrator.

PFHT Permit Renewal: Permit renewal information and payment is due to the Revenue Bureau 1 month in advance of the expiration date printed on the front of your permit.

Taxi Zones: Taxis are the only type of transportation that can be parked in a Taxi Zone. No other mode of for hire transportation is allowed to park in them.

Hotel Zones: They are to be used as passenger loading and unloading zones. Vehicles should not be parked there for more than 15 minutes. Hotel Zones may be used by any Private for Hire Transportation motor vehicle.

Section 1- City Code Requirements-continued

DRIVERS IN ALL INDUSTRIES-continued

Driver Behavior:

1. Smoking is not allowed in your vehicle. This applies to you as a driver as well as your passengers.
2. Being under the influence of illegal drugs or alcohol is prohibited.
3. Being under the influence of any legal prescription medication that affects your ability to drive safely is also prohibited.
4. You must be polite to all passengers.
5. You must not charge a customer more than the maximum regulated fare or less than the minimum regulated fare.
6. You must obey all local and state traffic and parking laws. These laws include: the prohibitions against double parking, speeding and reckless driving.
7. Independent contractors must obtain a City of Portland Business License. Employees who have taxes taken out of their paycheck and receive a W2 tax form at the end of the year are not required to obtain a Portland Business License.
8. When you switch from one PFHT company to another you are required to report this to the PFHT Program.
9. Traffic accidents in your PFHT vehicle are to be reported immediately.
10. The maximum time a driver may work in a day is 14 hours.
11. You must notify the PFHT Program when you quit driving for hire. If you are an independent contractor, you must also notify the City of Portland Business License Division.
12. Your City of Portland Driver's Permit may not be shared with anyone
13. The company you work for and the vehicle you drive for hire must be permitted to work in Portland.
14. The following must be reported to the PFHT Administrator with 24 hours of occurring:
    - Any arrest, charge, or conviction for any criminal offense, or any traffic violation, that occurs during, or arises out of, the driver's operation of a for-hire transportation vehicle.
    - Any arrest, charge or conviction of the driver for any criminal offense involving theft, robbery, burglary, assault, sex crimes, drugs, prostitution, or any related offense.
    - Any vehicle accident required to be reported to the State of Oregon involving any vehicle operated as for-hire transportation.
    - Any restriction, suspension or revocation of the driver's motor vehicle driver's license.
15. Drivers should not be paying a company solely for use of a vehicle permit.
16. Driver permit renewal form and payment are due 1 month prior to the permit expiration.

Section 1- City Code Requirements-continued

PEDICAB DRIVERS

1. No Pedicab may be operated on a public sidewalk unless it is allowed to do so pursuant to either city, county or state bicycle and tricycle traffic laws.
2. No Pedicab driver may exceed the Pedicab manufacturer's limits on the amount of weight the Pedicab can safely carry.

TOUR OPERATORS, EXECUTIVE SEDAN DRIVERS AND LIMOUSINE DRIVERS

Regulated Fares: Executive Sedans and Limousines must charge a MINIMUM of $50 for trips between Portland's Downtown Core and/or the Amtrak Station and the Portland International Airport (PDX). Downtown Core is defined as: The area to the west of the Willamette River shall be bounded on the North by NW Irving, except that at the intersection of NW Irving and NW Station Way it shall be bounded on the North by NW Station Way to NW Broadway and then by NW Broadway south to NW Irving and continuing west on NW Irving to the Stadium (I-405) Freeway, on the West and South by the Stadium (I-405) Freeway and on the East by the Willamette River. The area to the east of the Willamette River shall be bounded on the West by North Interstate Avenue, on the North by NE Multnomah to 125 feet east of 13th Avenue, on the East by 13th Avenue and on the South by NE Holladay.

Reservation Required: A 60 minute or longer advance reservation is required. There are two limited exceptions to the reservation requirement. The first exception is if the vehicle has been issued an On Demand Permit by the City of Portland. This permit is only good for the vehicle it is issued to and must be displayed on the vehicle dashboard. The On Demand permit is only valid for trips from the Hotel that is designated on the permit. The second exception involves operating on demand at Portland International Airport (PDX) only. This exception only applies if the company and vehicle have been issued a specific permit issued by the Port of Portland allowing the vehicle to operate on demand at PDX.

Log Book Required: The logs must contain: the customer name, passenger name if different that customer name, date and time of initial reservation, date and start and end times of trip, initial and destination addresses; and the fare amount paid. This log book must be made available to the PFHT Administrator or other designated City staff including Parking Enforcement.

Section 1- City Code Requirements-continued

TOUR OPERATORS, EXECUTIVE SEDAN DRIVERS AND LIMOUSINE DRIVERS

Hotel Zone: According to City Code, Executive Sedan's and Limousines must have a reservation in order to be parked in a Hotel Zone. Executive Sedans and Limousines parked in a Hotel Zone without reservation are subject to civil penalty. If an executive sedan or limousine is parked in a hotel zone, per City Code, it is assumed you are picking up a passenger and must have a reservation in your log book. You may park in the Hotel Zone not more than 15 minutes in advance of a reservation.

SAT (MEDICAL TRANSPORTATION) DRIVERS

Hails: SAT drivers may not respond to hails from the street.

TAXI DRIVERS

Fares: Taxicabs have a maximum they can charge which is set by the taximeter. The taximeter will automatically add a charge for airport pickups. The driver can add –in addition to the fare on the taximeter—a charge of $1.00 for each additional passenger. Taxicabs are allowed to charge LESS than the fare on the taximeter. However, taxi drivers are NOT allowed to charge MORE than the taxi meter and additional passenger fees (if applicable). Tips by the passenger are not included in the maximum fare set by the City.

PFHT Permit Availability: Taxi drivers must display their permit in their vehicle in a prominent place

SHUTTLE DRIVERS

Fare: Shuttles may charge a maximum of $14.00 per passenger for fares between Portland International Airport and Fareless Square.

Section 2- Portland Area Locations and Attractions

This section of the test is in a multiple choice format.

Please note: The lists provided below are not meant to be exhaustive. You are encouraged to study the maps, and especially visitor's guides available at: www.travelportland.com. Please refer to the Resources section located at the end of this study guide for more specific websites.

Section 2- Portland Area Locations and Attractions-continued

DRIVERS IN ALL INDUSTRIES (except SAT drivers)

Be familiar with both the location (cross streets/area) and be able to locate the following on a map:

- ☐ Portland Bridges
- ☐ Major Portland Districts/Neighborhoods including: Old Town/Chinatown, Sellwood, Lloyd District, Pearl District, Riverplace, University District, Central Eastside Industrial District, Hawthorne District, St. Johns
- ☐ Union Station
- ☐ Portland International Airport
- ☐ Downtown Portland Hotels
- ☐ Pioneer Courthouse Square, Pioneer Place Mall, Classical Chinese Garden, Moda Center, Providence Park, Oaks Park, Oregon Zoo, Washington Park, Pittock Mansion
- ☐ Portland Area Landmarks/Attractions: Columbia Gorge, Mt. Hood, Portland Golf Courses, Oregon Convention Center, Portland Expo Center, Gerding Theater, Portland Center for the Performing Arts, Arlene Schnitzer Concert Hall, Portland Art Museum, OMSI, Keller Auditorium, Central Library, Powell's Books, Portland Saturday Market,
- ☐ Popular Portland Restaurants such as Portland City Grill, El Gaucho, Ringside, Huber's, Ruth Chris Steakhouse, and Paley's Place.

SAT (MEDICAL TRANSPORTATION) DRIVERS

Be familiar with both the location (cross streets/area) and be able to locate the following on a map:

- ☐ Major Portland Area hospitals and clinics including: Emanuel Hospital, Good Samaritan Hospital, OHSU both on the hill and in the Riverplace District, St. Vincent Hospital, Providence Urgent Care-Gateway, Kaiser Permanente-N Interstate
- ☐ Major grocery stores
- ☐ Portland Bridges

Section 3-Map Reading

This section of the test requires you to identify locations on a map. Study the same information as for Section 2 in this Study Guide. The difference is Section 3 will require you to identify locations on a map and Section 2 is in a multiple choice format.

REFERENCES

- **Portland City Code (PCC)**

  Link to PCC: http://www.portlandonline.com/auditor/index.cfm?c=28593

  DRIVERS IN ALL INDUSTRIES

  16.40.090 (except Pedicab)
  16.40.340
  16.40.370
  16.40.380

  PEDICAB DRIVERS ONLY

  16.40.080
  16.40.360

  TAXI DRIVERS ONLY

  16.40.290

  LIMOUSINE, EXECUTIVE SEDAN AND TAXI DRIVERS ONLY

  16.40.450

  LIMOUSINE AND EXECUTIVE SEDAN DRIVERS

  16.40.460
  16.40.480

- **Travel Portland-**www.travelportland.com

  The websites listed are for reference only and are subject to change.

  DRIVERS IN ALL INDUSTRIES

  Maps: http://www.travelportland.com/visitors/maps.html
  Neighborhood Guide: http://www.travelportland.com/arts_culture/
  http://www.travelportland.com/media/acmedkit/urban_mosaic.html

  DRIVERS IN ALL INDUSTRIES (except SAT drivers)
  Attractions: http://www.travelportland.com/visitors/visguide/results.php