

CDOT Application Instructions for Flock Safety customers

If your Flock Safety ALPR project involves locations that are on CDOT ROW, CDOT property or infrastructure, please read the following important update and application instructions:

In October 2023, the Colorado Department of Transportation introduced a revised ALPR permitting process, affecting new requests for fixed ALPRs on CDOT property. The revised procedure involves fulfilling the ensuring alignment with statutes, CDOT regulations, and best practices. Existing CDOT-permitted ALPRs are unaffected. Three key changes include:

- a) Only Colorado law enforcement agencies can apply, with vendor assistance allowed.
- b) Approval is limited to ALPR-mounted poles complying with MUTCD.
- c) ALPRs must not be mounted on other CDOT infrastructure, and existing CDOT power feeds cannot be used. ALPRs must have their power supply. Exceptions for public safety needs may be considered, but general reasons provided by jurisdictions for ALPR usage/installation won't meet the threshold.

Application Process for CDOT with Flock:

1. Complete a Letter of Intent with Flock Safety - [CDOT Application - Letter of Intent](#). Email signed letter to Flock Safety Permitting Manager, Michael Franzen (michael.franzen@flocksafety.com). Please use email subject line "[Agency Name] - CDOT Letter of Intent"
2. Complete **Section 4 (p. 12-13)** of the [CSP ALPR Evaluation and Checklist](#). Make sure your agency point of contact and authorizing signer is correct. Send one (1) copy to Flock Safety Permitting Manager, Michael Franzen (michael.franzen@flocksafety.com). This copy will be used as a template for your checklist of each location with Flock. Please use email subject line "[Agency Name] - CDOT Section 4 Completed"
3. Flock Safety Permitting will complete the CSP ALPR Evaluation and Checklist for each location (one per location) and will send back the authorized signer for DocuSign signatures.
4. Flock Permitting will send signed ALPR Evaluation and Checklists for all locations to Captain Michael Ryan of CSP for any corrections and signed approvals for CSP.
5. After CSP signs and approves the camera locations, a DocuSigned [CDOT Terms & Conditions form](#) is required to advance through DOT review. Flock Safety Permitting will send you one form needed for each location. Flock Safety will complete this form, the authorized signer will DocuSign and send it back to Flock Safety.
6. Flock Safety will request site plan drawings and TCPs (Traffic Control Plans) as needed (1-4 weeks depending on # of locations).
7. Flock Safety Permitting will send the signed CSP ALPR Evaluation Checklists, signed ALPR Terms and Conditions, site plans and TCPs to CDOT as a Special Use Permit via the CDOT portal (one special use per location) [CDOT Utility & Special Use Permits](#).
8. Helpful Resource: [Procedures for ALPR permits and installations in CDOT Right of Way \(ROW\)](#)

The timeline for CSP and CDOT approvals is TBD at this time. This is a new process, so we ask for your patience and understanding. As we submit more applications and receive approvals, this will help forecast more accurate timelines in the future.