

Vehicle Modifications Overview

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To assist Pennsylvanians with disabilities
to secure and maintain employment and independence.

- Please do not replace your present vehicle, or buy or agree to buy any vehicle, until you discuss it with OVR.
- To qualify for vehicle services an individual:
 - Must have a transportation barrier
 - Must meet employment/education requirements
 - Unable to utilize alternative means of transportation
 - Will have access to the vehicle
 - Must have financial means to maintain the vehicle

Step 1: Evaluation



- You will complete a driver's evaluation.
- The driving evaluator:
 - Determines if you have the ability to drive
 - Provides driver training, including PA driver licensing test preparation
 - Determines and prescribes, with your assistance, the necessary minimum equipment and modification you will need to drive

Step 2: Selection of Vehicle



- The equipment prescription will often determine the type and size of vehicle needed.
- Only vehicles owned by you, a member of your immediate family or your legal guardian are acceptable for modification by OVR.
- OVR will provide only the minimum modifications necessary for you to drive. For example, if you purchase a van when an automobile is sufficient, OVR will limit its financial assistance to the cost of modifying an automobile. You will be responsible for any difference in price.
- Vans: OVR will sponsor modifications on used vehicles provided they pass an OVR sponsored inspection and meet the age and mileage standards of conversion manufacturers.

- OVR will sponsor vehicle modifications for you once every 10 years or after you have driven the vehicle at least 100,000 miles, beginning when you take delivery of your modified vehicle.
- You must document to OVR the purchase of comprehensive and collision insurances equal to the value of the modifications.
- Maintenance of the vehicle and modifications is your responsibility.
- Customers requesting replacement modifications must demonstrate that they have properly maintained the vehicle.

Step 3: Bidding



- Your Transportation Services Coordinator (TSC) will solicit bids from approved providers using the Commonwealth of Pennsylvania's bidding procedures.
- OVR maintains an Approved Provider List, which contains manufacturer's representatives for the equipment to be installed.
- The providers on this list have been determined by OVR to have the competency level necessary to install and maintain this equipment.
- You may choose which provider(s) from the Approved List OVR will solicit for bids.

Step 4: Installation



- The provider installing the modifications will make the arrangements to get your vehicle to the shop.
- To ensure proper placement of the equipment, you will need to make at least one visit to the shop during the modification process for custom fitting.
- All parts and labor are warranted by the successful bidder for one year or in accordance with the manufacturer's standard warranty, whichever is greater.
- The successful bidder is responsible for fulfillment of the warranty, and you must maintain the manufacturer's maintenance schedule in order to uphold the warranty.

Step 5: Final Checkout



- The final checkout will be attended by you, your TSC, the provider and the driver evaluator.
- The driver evaluator will ensure that all prescribed equipment is provided, fits you and works properly.
- If the vehicle passes this inspection, the driver evaluator will then ensure that you are a competent driver in the vehicle. This may require further driver training.
- When both the vehicle and the driver satisfy the driver evaluator, the vehicle will be released to you.
- The purchase of vehicle modifications is an investment in you by the Commonwealth of Pennsylvania. OVR will file a lien for the amount OVR expends in modifying the vehicle.

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