



**ADMINISTRATIVE ISSUANCE:
NON-DISTRICT LIMOUSINE PILOT
PROGRAM**

Series/Number: AI-2018-04

Approved May 18, 2018

Effective May 19, 2018

I. BACKGROUND AND PURPOSE

The Department of For-Hire Vehicles (“DFHV”) is charged with the continuance, development, and improvement of the District’s public vehicle-for-hire industry, and with the overall regulation of for-hire vehicles. *See* D.C. OFFICIAL CODE §§ 50-301.07 and 50-301.13. The Department is committed to increasing competition, expanding consumer choice, and improving customer experiences across the vehicle for-hire spectrum. To address interest by non-District limousine companies and independent operators in providing service in the District, the Department issued Administrative Issuance AI-2017-03, *Non-District Limousine Pilot Program* on April 27, 2017. AI-2017-03 repealed AI-2016-003, *Service Enhancements During Metrorail SafeTrack* and established the Non-District Limousine Pilot Program (“NDL Pilot” or “Program”). The Department issued Administrative Issuance AI-2017-03B on May 23, 2017 which increased the Program limit from three hundred (300) non-District limousine companies and independent operators to a total of one thousand (1,000) non-District limousine companies and independent operators. The Department issued Administrative Issuance AI-2017-03C on August 31, 2017 which, expanded the Program to include black car companies and independent owners, increased the total number of companies or independent operators to two thousand (2,000), extended the Program to March 31, 2018 after which no new permits would be issued, and allowed for a one-renewal.

The NDL Pilot has allowed temporary point-to-point operation of non-District limousines in the District for 180 days, without the time and expense needed to obtain permanent District registration and tags. In exchange for this temporary privilege, each approved company or independent operator has been required to submit NDL Pilot trip data for each vehicle that participates in the Program, and comply with the other requirements as described in administrative issuances. The trip data allows the Department to enhance its understanding of customer demand for and traffic patterns of limousine service in the District, to identify areas where existing regulatory requirements should be modified, with the potential to increase vehicle utilization and spur competition among for-hire services.

Due to the enormous success of the NDL Pilot, the Department is expanding the pilot program to allow for the issuance of new NDL permits. The fee for the new permits will be five hundred dollars (\$500) for one year in order to bring parity with District limousine owners and to defray the ongoing administrative costs including safety and compliance monitoring. All permit holders must remain in compliance with all applicable laws and NDL program requirements and will be required to use the current limo app and be ready, able and willing to use any upgrades to the limo app as upgrades become available. No new NDL Pilot permits will be issued after May 30, 2019.

All other requirements of the NDL Pilot shall remain unchanged including the Program cap of two thousand (2,000) owners and operators.

II. DEFINITIONS

“Home jurisdiction” – the jurisdiction, Maryland or Virginia, where a limousine company or independent operator is based and its vehicles are registered.

“NDL trip data” – trip data consisting of: (a) company or independent operator name; (b) pickup and drop off date, time, and location; (c) mileage (distance); (d) total fare; (e) payment method; (f) tag number; (g) number of passengers; and (h) unique trip number.

“NDL decal” – a non-transferrable decal issued to each vehicle participating in the NDL Pilot and which is activated through a mobile app.

“Limo app” – A DFHV app which is capable of validating the NDL decal on the vehicle participating in the NDL Pilot, displaying an electronic manifest, and providing NDL trip data.

III. AUTHORITY

Establishment Act, D.C. OFFICIAL CODE § 50-301, *et seq.*; 31 DCMR §§ 828, 1219, and 1402.

IV. PROCEDURES

1. Each non-District limousine or black car company or independent operator interested in participating in the NDL Pilot shall submit an online application located at <https://tinyurl.com/NDL-Program>. An applicant must submit proof of authorization to conduct business as a limousine company in Maryland or Virginia. Each application shall be made under oath, and shall include the company’s and applicant’s contact information, tax ID number, evidence of the company’s vehicle insurance, information for all associated operators and vehicles that will participate in the Program, and other reasonable administrative information as may be required. Operator information shall include name and driver’s license number. Vehicle information shall include make, model, year, VIN, color, and body type. A company, vehicle, or operator not in good standing with the Department, including full compliance with all DFHV trip reporting requirements, or that does not meet the requirements of the Clean Hands Act is ineligible to participate in the NDL Pilot.
2. The Department shall issue a decision to approve or deny an application within five (5) business days of its receipt of a completed application. The NDL Pilot shall be open to no more than two thousand (2,000) non-District limousine and black car owners and approvals shall be issued on a first-come, first-served basis.
3. Each company or independent operator shall pay a \$500 per vehicle fee within two business days of being approved for participation in the NDL Pilot. Payment must be made online; no payment will be accepted at DFHV’s offices. A payment link will be included in the approval letter. Decals may be picked up at DFHV’s offices once payment is made, or at applicants’ election, they may be sent via mail.

4. The Department shall issue one (1) NDL Pilot decal per vehicle. The NDL decal for that vehicle, identified by the Vehicle's Identification Number (VIN), shall be displayed at all times on the vehicle, as directed by the Department, and may not be transferred.
5. A company or independent operator may apply for a replacement decal for a vehicle that is replacing a vehicle, which had a current and valid NDL decal, that must be removed from service due to damage or as required by law. A company or independent operator should contact DFHV's Client Services for information on how to obtain a replacement decal.
6. In addition to displaying the decal, operators must also be logged into the Limo app that is capable of displaying all NDL Trip Data, upon demand of any DFHV Vehicle Inspection Officer or any other law enforcement officer at all times, a login for which shall be provided upon being approved for participation in the NDL Pilot. Failure to comply with this provision subjects the operator to the penalties set forth in Chapter 20 of Title 31 of the DCMR for violations of the Department's reciprocity regulations.
7. Each company or independent operator participating in the NDL Pilot shall report NDL Pilot trip data as directed by the Department.
8. Each company, vehicle and operator participating in the NDL Pilot shall at all times comply with this administrative issuance, all rules and regulations applicable to District-licensed limousines and District-licensed operators, including all applicable requirements of Title 31 of the DCMR, and other applicable laws (including insurance requirements), to the extent the District laws are not inconsistent with the laws of the home jurisdiction in which they hold permanent for-hire licenses (Maryland or Virginia).
9. Each participating company shall suspend an operator or vehicle from the NDL Pilot upon reasonable notice by DFHV that the operator or vehicle is in violation of this administrative issuance or other applicable law. A participating company's or operator's failure to comply with this administrative issuance, other applicable District law, or the laws of its home jurisdiction shall result in its or their suspension from the NDL Pilot and the deactivation of all NDL decals through the end of the NDL Pilot.

SO ORDERED:

DEPARTMENT OF FOR-HIRE VEHICLES

By: Ernest Chrappah
ERNEST CHRAPPAH
Director