

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF FOR-HIRE VEHICLES**

2235 Shannon Place SE, Suite 2001, Washington, DC 20020
PHONE: (202) 645-7300/855-484-4966, FAX: (202) 889-3604, WEBSITE: www.dfhv.dc.gov

APPLICATION - DIGITAL TAXICAB SOLUTION (DTS) PROVIDER

Applicant Name: _____			Trade Name(s) _____			Tax ID No. _____		
Owner/Operator: _____			Name of Individual Filing Application: _____					
Applicant Type:			<input type="checkbox"/> Taxicab Company			<input type="checkbox"/> DC Taxicab Industry Co-op		
Digital Meter:			<input type="checkbox"/> DFHV			<input type="checkbox"/> Other – Name: _____		
Payment Processor:			<input type="checkbox"/> DFHV			<input type="checkbox"/> Other – Name: _____		
Dynamic street hail pricing to be offered:			<input type="checkbox"/> Yes			<input type="checkbox"/> No		
Address _____			City _____			State _____ Zip: _____		
Website _____			Email _____			Phone _____		
24/7 Customer Service Phone Number _____			24/7 Technical Support Phone Number _____					
Name of Primary Point of Contact _____			Email _____			Phone _____		
Registered Agent: Name _____			Email _____			Phone _____		
Address for Service of Process _____								
Surcharge Payment Method:			<input type="checkbox"/> Wire Transfer <input type="checkbox"/> ACH			Application Type: <input type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment		

ATTACHMENTS

Please provide the following information and documents:

General

- G-1: Application fee (\$2,500) in form of certified check or money order payable to “D.C. Treasurer”.
- G-2: Bond (\$150,000) ([use DTS Bond form posted on DFHV website](#)).
- G-3: Attestations ([use DTS Provider Attestation form posted on DFHV website](#)).
- G-4: Copy of Current DCRA Certificate of Good Standing (available at 1100 4th Street, SW, Washington, D.C. 20024, Phone: (202) 442-4400, Email: dcra@dc.gov).
- G-5: If requested, a copy of Certificate of Clean Hands from the Office of Tax and Revenue, Office of the Chief Financial Officer (available at OCFO Office of Tax & Revenue at 1101 4th Street SW, Suite 270W, Washington, D.C. 20024, Phone: (202) 727-4829, Email: taxhelp@dc.gov, Online Clean Hands Application webpage: [link](#)).

- G-6: Sample of each type of agreement used with owners and operators.
- G-7: Current inventory of all associated vehicles.
- G-8: Current inventory of all associated operators.
- G-9: Description of measures used to detect service patterns suggesting regulatory violations, such as operators who regularly report few or no credit card trips. (For renewals: only if changed from the last application)
- G-10: Description of measures used to ensure quality and timely submission of trip data, vehicle inventory, and other information required to be provided to DFHV. (For renewals: only if changed from the last application)
- G-11: Description of measures used to ensure prompt payment of driver revenue. (For renewals: only if changed from the last application)
- G-12: Description of pricing structure, including dynamic street hail pricing if applicant intends to offer it. (For renewals: only if changed from the last application)
- G-13: For applicants that intend to offer dynamic street hail pricing: description of measures used to ensure disclosure to passengers prior to booking a trip, including any signage on vehicle and disclosure on applicant's website. (For renewals: only if changed from the last application)
- G-14: Description of measures used to ensure collection, reconciliation, and timely submission of payment of passenger surcharges. (For renewals: only if changed from the last application)
- G-15: If applicant intends to use a payment card processor other than the one available through DFHV, documentation showing that: (1) the processor will process DTS payments at a total cost not exceeding 2.75% per swipe; and (2) no operator will receive less revenue due to the use of the processor. (For renewals: only if changed from the last application)
- G-16: For renewal only: A written statement attesting the applicant has 1) trained all their DTS operators how to use their approved DTS including features of shared ride per [AI-2018-06](#) ; and 2) explained the [AI-2018-03](#) obligations to their operators.

DTS Technical

- M-1: Explanation of the functionality and connectivity of the DTS components, including: digital meter, driver console, passenger console, printer device, and credit card processing device; how the digital meter interacts with the legacy dome light and with the cruising light (must work with both); and how the unit interacts with the back end. Attach detailed specifications and photographs of all components. (For renewals: only if changed from the last application)
- M-2: Demonstration showing that the components of the DTS driver console and passenger console use open architecture with an open API to allow integration with third-party applications. (For renewals: only if changed from the last application)
- M-3: Explanation of the DTS's open API, describing all supported API calls, sending events, serializing events, and code samples, and how location and meter status will be communicated to DFHV via the API. (For renewals: only if changed from the last application)
- M-4: Documentation showing the DTS will have an uptime of 99.99% including measures to ensure high availability, low fault tolerance, and redundancy. (For renewals: only if changed from the last application)
- M-5: Demonstration of the DTS functionality for visually-impaired, blind, and physically-disabled passengers.
- M-6: Demonstration of: (1) the forms of cashless payment available to passengers; (2) how each type of payment is processed; and (3) how an EMV chip-enabled payment card is processed.

- M-7: Explanation of how trip and session data, for at least the past 48 hours, will appear on the driver console and be made available to District enforcement personnel. (For renewals: only if changed from the last application)
- M-8: Explanation of the functionality of the driver and passenger safety features, and photographs showing their locations on the driver and passenger consoles. (For renewals: only if changed from the last application)
- M-9: For applicants seeking to use a meter other than the DFHV meter: demonstration showing that the meter meets or exceeds the performance of the DFHV meter as set forth in [AI-2018-06](#) as well as in compliance of the shared riding calculations per [AI-2018-05](#).
- M-10: Description of all digital dispatch services (apps) with which the DTS will be integrated, including how booking requests will be accepted and how payments will be processed for e-hail trips.
- M-11: Demonstration of how receipts will be available by hard copy printing, text, email, and Air Drop (or other beaming technology). Samples of receipt are required. (For renewals: only if changed from the last application)
- M-12: Demonstration that the DTS can be geo-fenced to specific areas through configuration at the back end. (For renewals: only if changed from the last application)
- M-13: Description of measures used to ensure an approved DFHV sticker with the most up to date applicant's 24/7 live assistance number is affixed to the interior of lower left-hand side of the rear passenger window of all vehicles equipped with applicant's DTS unit or digital meter.
- M-14: Description of a detailed deployment plan [including specific date(s) and how] on a fully automated solution for the interconnectivity and operation of the digital meter and the legacy dome light or approved cruising light.

I HEREBY CERTIFY SUBJECT TO THE PENALTIES OF PERJURY THAT:

- (1) I have legal authority to file this application to operate as a digital taxicab solution (DTS) provider on behalf of the business (taxicab company or the D.C. Taxicab Industry Co-op) named herein ("Applicant");
- (2) I have read and understand the applicable regulations in Title 31 of the District of Columbia Municipal Regulations (DCMR) and all DTS rules including, but not limited to, the rules contained Chapters 4 and 6 as amended by the Notice of Final Rulemaking published in the *D.C. Register* on February 23, 2018 at 65 DCR 001870 ("DTS rules");
- (3) Applicant agrees to comply with all applicable requirements of the District law and Title 31 of the DCMR, including the DTS rules, and all other applicable laws, regulations, and administrative issuances;
- (4) I have read and understand the application instructions;
- (5) I agree and acknowledge that, as a DTS provider, I will be subject to periodic, random and unannounced audits, compliance reviews, and inspections including on-site inspections; and
- (6) **All documentation and information I have provided on this form and in all attached documents is true and correct to the best of my knowledge, information and belief.**

Applicant Signature: _____

Date: _____

Applicant Printed Name: _____

IMPORTANT NOTICE: IF YOU SEE SOMETHING, SAY SOMETHING

REPORT FRAUD, WASTE, ABUSE, AND MISMANAGEMENT IN THE GOVERNMENT OF THE DISTRICT OF COLUMBIA TO THE OFFICE OF INSPECTOR GENERAL AT 717 14TH STREET, NW, SUITE 500, WASHINGTON, D.C. 20005. CALLS ARE CONFIDENTIAL. TOLL FREE HOTLINE AT 1- 800-521-1639 OR 202-724-TIPS (8477) EMAIL: HOTLINE.OIG@DC.GOV WEB PAGE: WWW.OIG.DC.GOV