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Rosslyn BID ★ Sierra Club DC Chapter ★ Southwest BID ★ Washington Area Bicyclist Association  
1440 G Street NW ★ Washington, DC 20005 ★ 202-681-0509 ★ [info@dcstcoalition.org](mailto:info@dcstcoalition.org)

## Decongestion Pricing Study Request for Proposals

DC Surface Transit, Inc. d/b/a DC Sustainable Transportation (DCST) is seeking a contractor or team of contractors to prepare a study which evaluates and makes recommendations regarding potential road and/or bridge pricing policies, the potential use of revenues from such policies, and the benefits and costs to the District of Columbia and the Washington region.

### About DCST

DCST is a 501(c)(6) nonprofit organization which works to make DC a global leader with frequent, rapid, safe, affordable, and reliable transportation to, from, and around DC job centers. DCST brings together business, advocacy, and government entities around shared priorities for DC transportation.

DCST believes in providing all residents and workers with options to travel by transit, walking, and biking; to mitigate congestion and better manage curb space; and to prepare for mobility changes in the future with advancing technology.

### About this project

This project is being undertaken in partnership with the District Department of Transportation and other agencies with funding from the Government of the District of Columbia.

## **Legislative mandate**

The study must fulfill the requirements of the Congestion Pricing Study Amendment Act of 2019, which calls to “make publicly available a study that evaluates and makes recommendations regarding the potential benefits of congestion pricing on the District, including:

1. An analysis of the effect of intra-district tolls;
2. An analysis of the effect of tolls for vehicles entering the District via the District’s bridges;
3. An analysis of the effect of different pricing strategies;
4. An analysis of how different pricing strategies would be compatible with the introduction of autonomous vehicles;
5. An analysis of the effect on demographic, geographical, and income-level equity, as well as the effect on District residents and non-residents;
6. An analysis of the potential to raise revenue; and
7. An analysis of the potential benefits of regional collaboration.”

## **Objectives**

DCST and the District government aim to better understand the challenges, particularly around equity, which exist with the current and anticipated baseline conditions; evaluate a set of potential pricing approaches and their impacts; and explore potential uses of funding.

This project has a fixed budget to consider a complex policy space with many potential goals and far-reaching effects. Some items are prescribed to be studied by the authorizing legislation, but the analysis is not limited to those items, and those items themselves are broad. Therefore, DCST is asking potential contractors or teams (below referred to as Contractor) to consider and discuss how they would approach the issues and tasks listed below to maximize the useful analysis given the available funding.

## **Resources provided outside this RFP**

Contractor will perform the work outlined in this RFP in the context of larger efforts to investigate decongestion pricing which are variously being led by DDOT, DCST, Greater Greater Washington, and other partner organizations. The following resources will be available to Contractor and will interact with this study but Contractor is not responsible for their management:

### **Advisory Committee and Study Steering Committee**

DCST will assemble a Study Steering Committee of 5-10 people which will select the Contractor for this RFP and give detailed guidance on the study as it progresses. DCST will arrange meetings up to once per month which Contractor shall attend. Contractor shall present updates to the study.

DCST will also assemble a larger Advisory Committee to give feedback and coordinate the larger decongestion efforts being undertaken by DCST or other organizations. DCST will arrange meetings

up to once per month which Contractor shall attend. Contractor shall present updates from time to time as appropriate.

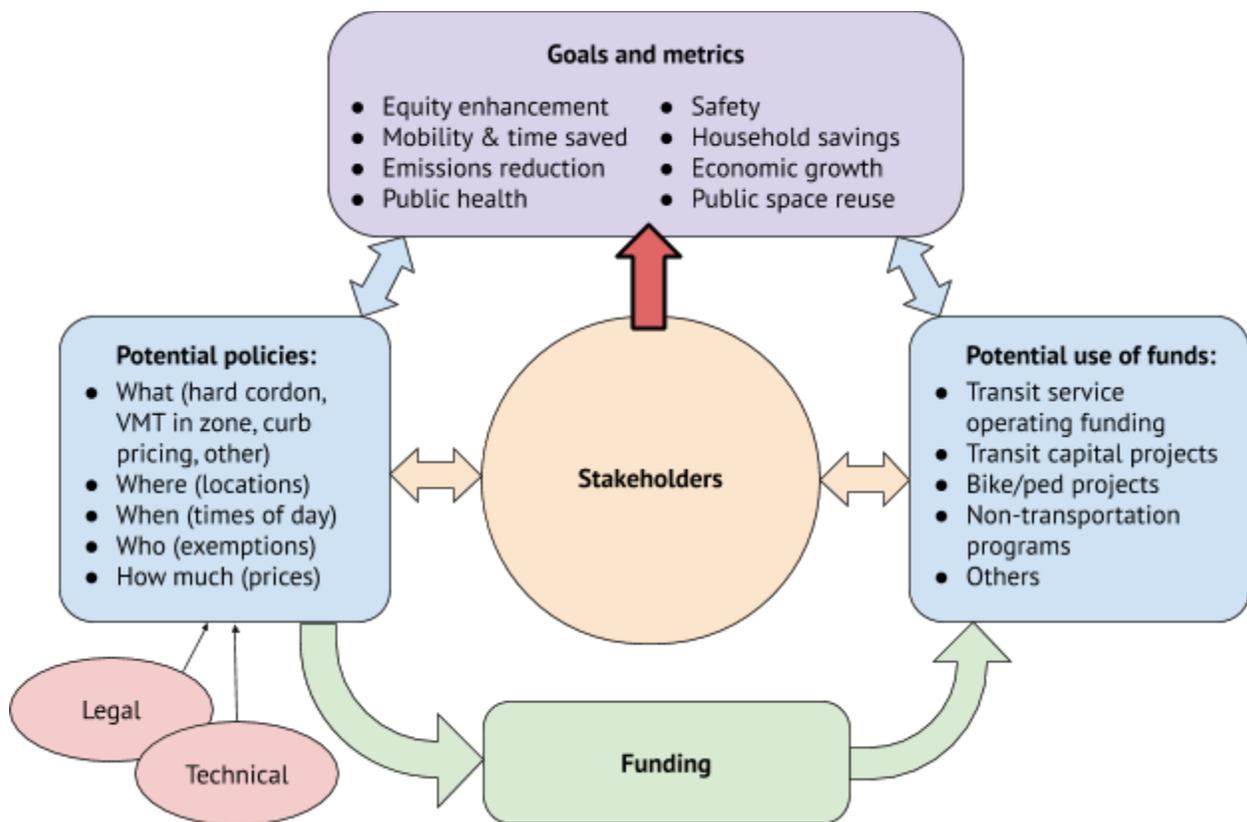
### Stakeholder Outreach

Greater Greater Washington (which manages DCST under contract) is beginning an effort to engage a large number of stakeholders such as neighborhood leaders, faith leaders, business owners, advocates for under-represented populations, and others. This outreach effort includes creation of a set of questions to ask stakeholders and an effort to engage in one-on-one, small group, and large group discussions to collect responses to those questions.

Contractor and the Steering Committee will be able to use the results from this effort, as they become available, to inform elements of the study.

### Project requirements

The below diagram represents graphically how DCST envisions approaching this project:



DCST intends this study to assist in devising a policy which can best achieve a set of goals, first and foremost increasing equity, as well as other goals such as emissions reduction, safety, and economic growth.

## Project tasks

### **Task 1: Determine goals and metrics**

The stakeholder committees will undertake a process of determining key goals for the project, or what we wish to “solve for,” with equity to be a predominant goal.

Goals and metrics could include items such as:

- Equity
- Mobility
- Average travel time savings
- Emissions reduction
- Public health
- Safety
- Household transportation spending savings
- Economic growth
- Public space reuse

Contractor and the committees will refine this list and determine specific definitions sufficient to then analyze the impact of policies and projects on the metrics. This will include definitions of how to measure equitable impacts across these metrics.

Contractor and the committees will also finalize a set of geographies and population groups to be evaluated, such as racial and income groups.

### **Task 2: Analyze baseline challenges and equity**

Contractor, working with the stakeholder committees, will evaluate and assess the equity of the existing and planned transportation networks on residents of the District of Columbia, including current and immediately planned transportation systems.

This analysis will consider the baseline impacts and challenges on the goals, geographies, and population groups identified in Task 1. The output of this task can be used to compare against potential policies and also as material to inform conversations with outside stakeholders and individuals about reasons taking action would be important.

### **Task 3: Policy approaches**

In consultation with the committees, Contractor will identify a range of potential policy approaches including, but not limited to:

- Pricing for a set zone (cordon, VMT in a zone, etc.)
- Bridge and/or major arterial tolling
- Parking pricing (on- and off-street)
- Other strategies which have been implemented or tested in other cities

For these policy approaches, Contractor shall evaluate each one for basic feasibility including an analysis of:

- Legal feasibility and obstacles to implementation in the District, including the authority of the District under Home Rule, local and federal historic preservation law, or other potential constraints
- Technical feasibility, including feasibility within the above identified legal constraints (for instance, if legal obstacles exist to overhead gantries, technical ability to implement without gantries)
- Feasibility for other jurisdictions outside the District to participate in the future

Contractor shall refine the list to a smaller set of recommended Policy Approaches for further development.

Respondents to this RFP should explain how many policy approaches can be evaluated at this stage.

### **Task 4: Policy option selection**

Working with the committees, Contractor shall develop a set of more specific policy options, each of which elaborate on a policy approach and select:

- Where to charge (locations)
- When to charge (times of day, days of week)
- Whom to charge (are there exemptions for certain groups of users)

There may be multiple individual policy options that follow one policy approach (for instance, within the approach of cordon pricing, there could be a larger and a smaller cordon, one that only charges at rush hours versus one that charges at all times, etc.

Respondents to this RFP should explain how many policy options can be evaluated at this stage, with a minimum of four.

## **Task 5: Policy option evaluation**

For each of these options, Contractor shall evaluate:

- The impact of this option on the goals identified in Task 1
- The equity impact of this option as measured across the goals
- Potential cost of implementation, operation, maintenance, and enforcement
- Potential revenue generated

## **Task 6: Funded initiatives analysis**

Working with the committees, Contractor shall identify a set of capital and/or operating programs which could be funded with the revenues from the implementation of a decongestion pricing policy. These can include local and regional transportation initiatives recommended by area governments and inter-governmental bodies and be coordinated with the moveDC revision which will be happening simultaneously to this study.

Contractor shall collect from those plans, and assess the impacts on the goals and metrics identified above, equity in the impacts among those metrics, and potential costs of implementation, operation, and maintenance.

Respondents to this RFP should explain how many funded initiatives can be evaluated and to what level of detail is possible. It is acceptable for these policy options to be evaluated in less detail, and can use and/or build on existing work in local and/or regional plans rather than needing to do all analysis from scratch.

## **Project deliverables and timeline**

This project will commence on or after October 1, 2019 pending completion of an MOU between DCST and the District Department of Transportation.

### **Analysis and report**

The project is required to deliver a completed report, approved by DCST and DDOT, by July 1, 2020, and an interim report reflecting the outcomes of tasks 1-4 by February 1, 2020. These reports shall be in the form of a single electronic document, with any additional supplemental materials in electronic form (electronic documents and/or online resources).

### **Ownership of data**

Any electronic and other materials created as part of this study, including but not limited to raw data, visualizations, and text, will be provided to DCST and DDOT by Contractor in editable format and become the property of the District of Columbia.

## Fee

The fee for this study shall be up to but not greater than \$403,750.

The District of Columbia government will execute a grant agreement MOU with DCST prior to the start of work by Contractor. The MOU will provide for an immediate grant from the District to DCST to be invoiced in October of 2019.

Contractor may propose billing terms which include payments throughout the study period for work completed to that point, provided that no more than 85% of the total fee may be paid before the final report is accepted.

DCST will keep Contractor apprised of any delays in payment from the District. If payment on this grant from the District to DCST has not been made by the completion of Tasks 1-4 or February 1, 2020, whichever is later, then Contractor may at its option pause further work until such payment has been made from the District to DCST. Contractor will in no event be required to furnish the final report until funds are available.

## How to apply

Interested firms or teams of firms should send a proposal by August 2, 2019 including the following information:

- A statement indicating the name of the firm or list of firms involved in the bid, with information on the firm or firms' qualifications and experience to perform the work;
- A contact person, address, phone, and email address;
- A detailed summary of the work proposed to be performed, including the quantities of policies and uses of funds which can be evaluated;
- A detailed budget outlining how the fee will be spent on various elements of the project, including how time will be allocated among various tasks;
- A project team organization chart (including how the work would be divided among firms in the case of a team bid), names, and resumes (3 pages maximum per person) of key team members;
- Links to other publicly available related work performed by the firm(s); and
- Names and contact information for at least three references who can speak to the firm's past performance on similar projects. If multiple firms are involved, references should be included for each constituent firm.

Proposals should be in the form of a single searchable PDF document, limited to no more than 25 pages, not counting resumes. The PDF may include URLs/hyperlinks to supplemental materials available publicly on the web if appropriate.

Firms may submit questions for clarification of elements of this RFP by email. Questions may be submitted at any time after this RFP is issued but no later than July 17, 2019. Responses will be posted on a rolling basis by July 19. All questions and responses will be posted publicly on an FAQ page linked to from <http://dcstcoalition.org/decongestionstudy2019>.

Participating firms may join a public Google group to receive updates, question responses, or other notices pertaining to this RFP at:

<https://groups.google.com/a/dcstcoalition.org/forum/#!forum/decongestionstudy2019>

A small number of finalists will be selected for interviews between August 12 and August 16, with negotiation of a final scope of work to follow with a target signing date on or before September 30.

## Timeline summary

Item	Date
RFP issued	July 3, 2019
Deadline to submit questions	July 17, 2019
Responses posted	July 19, 2019
Proposals due	August 2, 2019
Finalist interviews	August 12-August 16, 2019
Signed contract	September 30, 2019
Work begins	October 1, 2019
Tasks 1-4 complete and interim report	February 1, 2020
Project complete	June 30, 2020

## Contact information

Please email all questions, submissions, and other inquiries to David Alpert, DCST Executive Director, at [alpert@dcstcoalition.org](mailto:alpert@dcstcoalition.org). Please include "DCST Decongestion RFP" along with a descriptive subject in the email subject line.