

Bill de Blasio
Mayor

The City of New York
Department of Transportation

Polly Trottenberg
Commissioner



Request for Expressions of Interest

for

Ancillary Services

related to the

demonstration project(s) of electric-powered scooter share

in

New York City

RELEASE DATE: October 30, 2020

PIN: 84121RFEI432

AUTHORIZED AGENCY CONTACT PERSON

Responders are advised that the Authorized Agency Contact Person for all matters concerning this RFEI is:

David Maco

Office of the Agency Chief Contracting Officer
New York City Department of Transportation
55 Water Street, 8th Floor
New York, New York 10041
Telephone: (212) 839-9400
Email: dmaco@dot.nyc.gov

SECTION 1. PURPOSE OF THE RFEI

The New York City Department of Transportation (“NYCDOT”) is releasing this Request for Expressions of Interest (“RFEI”) to solicit responses from the ancillary micro-mobility services industry for ancillary services (the “Ancillary Services”) related to the launch of an electric-powered scooter share pilot (the “Pilot”) pursuant to Local Law 74 of 2020, which became effective on July 26, 2020.

NYCDOT may utilize such Ancillary Services to mitigate negative impacts of the Pilot and optimize services. Such Ancillary Services may include, but are not limited to, data aggregation and analysis services, on-street charging and parking vendors, safe riding training courses, and scooter collection and impound services. Furthermore, NYCDOT may utilize the Ancillary Services to evaluate the safety, orderliness, quality, practicality, utilization, and sustainability of electric-powered scooters on New York City’s streets.

SECTION 2. ESTIMATED TIMETABLE

This RFEI shall adhere to the following estimated timetable:

	Timetable	Dates*
1.	Release of RFEI	October 30, 2020
2.	Submission of responses to RFEI	November 25, 2020
3.	Commencement of interviews and equipment demonstrations, if any.	Week of November 30, 2020

*Please note, the above timetable is merely an estimation and may be subject, at the sole discretion of NYCDOT, to change for any reason or no reason whatsoever.

SECTION 3. QUESTIONS FOR RESPONDENTS

- 3.1 Describe in detail your entity including but not limited to: legal name; address; principals’ names; number of years in business; description of services; number of E-Scooter/bike share programs currently serviced, locations and fleet sizes of such programs; contact name, email and telephone number;
- 3.2 What is the nature of the services proposed to be offered?;
- 3.3 Please describe the timing of implementation of such services (relative to launch of the Pilot) any requirements necessary for implementation as well as any other pertinent information;
- 3.4 What are the costs of the services? If relevant, please express as a cost per unit/E-Scooter for such services in the ordinary course of business, and any additional costs anticipated for New York City, if any; and
- 3.5 Describe the software, data and reports that your service provides including any customization.

SECTION 4. SUBMISSION REQUIREMENTS

- 4.1 Responses to the questions listed in Section 3 shall be submitted in the order in which they are presented.
- 4.2 Be on notice that NYCDOT may, at its sole discretion, issue further submission, selection, and/or evaluation criteria.
- 4.3 Responses to this RFEI should be submitted via email to the Authorized Agency Contact's email address indicated above, under the subject line, "Response to Pilot Ancillary Services RFEI" by no later than 5:00 PM New York City time on November 25, 2020. To enable electronic delivery, please ensure that the size of the file responding to this REFI is no greater than 5 MB.
- 4.4 Please keep your response to this REFI as brief as possible. In no event should it be longer than ten (10) pages, using no smaller than twelve (12) point type, not inclusive of any exhibits and/or images.

SECTION 5. EVALUATION

- 5.1 NYCDOT shall evaluate all Ancillary Services responses and may request that the Ancillary Services responders make oral or visual presentations or provide response to additional questions in support of their responses or to exhibit or otherwise demonstrate or clarify the information contained in their responses.

SECTION 6. ADDITIONAL INFORMATION

- 6.1 This RFEI is not intended as a formal offering for the award of a contract or for participation in any future solicitation.
- 6.2 Other than a Demonstration Agreement, NYCDOT does not intend to grant or issue any agreements on the basis of this RFEI.
- 6.3 NYCDOT, the City and their officials, officers, agents and employees make no representation or warranty and assume no responsibility for the accuracy of the information set forth in this RFEI.
- 6.4 No information contained in submitted submissions shall be deemed confidential and such information may be shared with other governmental entities and the public. Therefore, please do not submit any information that may be deemed proprietary in nature as NYCDOT may be required to disclose elements of submissions in response to an information request under the New York State Freedom of Information Law ("FOIL").
- 6.5 Neither NYCDOT nor the City shall be liable for any costs incurred by any respondent in the preparation, submittal, presentation or revision of its submission. Neither NYCDOT nor the City shall be obligated to pay and shall not pay any costs in connection with the preparation of such submissions.

- 6.6 All submissions shall become the property of NYCDOT and the City and shall not be returned.
- 6.7 NYCDOT at its sole discretion reserves, without limitation, the right to:
 - 6.7.1 Withdraw the RFEI at any time;
 - 6.7.2 Discuss various approaches with one or more respondents (including parties not responding to the RFEI);
 - 6.7.3 Use the ideas and/or responses in any manner deemed to be in the best interests of NYCDOT and the City, including, but not limited to, soliciting competitive submissions relating to such ideas or responses and/or undertake the prescribed work in a manner other than that which is set forth herein; and
 - 6.7.4 Change any terms of the RFEI.
- 6.8 This RFEI and the resulting award(s) of a Demonstration Agreement(s), if any, unless otherwise stated, are subject to all applicable Federal, State and local laws, including but not limited to provisions of New York State Law, the New York City Administrative Code, New York City Charter and New York City Procurement Policy Board (“PPB”) Rules. A copy of the PPB Rules may be obtained by contacting the PPB at (212) 788-7820.