



# SF Paratransit

## **SF Paratransit's New Ramp-Taxi Capital and Operating Incentive Program: Request for Application Forms**

SFMTA and SF Paratransit has a program to help support those interested in owning and operating a vehicle new to the ramp taxi program. For up to 36 months, the selected applicants will earn up to \$600 per month to help pay the cost of purchasing/leasing a new ramp-taxi vehicle (Capital Incentive), plus \$400 per month to help pay for fuel and maintenance costs associated with operating a ramp-taxi vehicle (Operating Incentive). That's \$1,000 you can earn each month in this program, in addition to any other SF Paratransit ramp-taxi incentives already available!

You must apply to take advantage of this great offer. Here's how to qualify:

### **Step 1 – Submit an Application Form**

Apply for enrollment by completing the attached Application Form. Fill in your responses clearly and legibly in black or blue ink. Use additional pages if you need more space for your answers. Sign and date the Application Form and submit by email to [US.SFContractAdmin@transdev.com](mailto:US.SFContractAdmin@transdev.com), by fax to 415-351-3134, or by delivery to Wayland Li, SF Paratransit Ramp Taxi Program, 68 12th Street, 1st Floor, San Francisco, CA 94103. Late or incomplete submissions may not be accepted. Feel free to ask SF Paratransit a question at any time, using the contact information listed at the bottom of page 2. **Please note that all applicants must have a ramp medallion prior to applying for this program.**

### **Step 2 – SF Paratransit Will Review your Application**

SF Paratransit will review all completed Application Forms submitted and may interview applicants. Officers of the Paratransit Coordinating Council (PCC) may assist SF Paratransit in its review of the applications. Applicants must be in good standing with SFMTA to be considered. SF Paratransit will notify the approved applicants.

### **Step 3- Purchase or Lease a Qualifying Vehicle within 60 days of SF Paratransit Approval**

If your application is approved, within 60 days you must obtain a vehicle that qualifies as a "New Accessible Vehicle" or "Used Accessible Vehicle" for this purpose. Vehicles already in operation are not eligible for this new program. You may obtain the vehicle before or after submitting your Application Form, provided the vehicle meets these requirements at the time of SF Paratransit's approval of the vehicle:

- A New Accessible Vehicle is a vehicle of the current model year (September of each year shall be the month used as the basis for determining model year) with less than 5,000 original miles on the odometer and which has never been registered with DMV. **New vehicles can earn \$600 in monthly Capital Incentives.**
- A Used Accessible Vehicle is a vehicle that is less than 2 model years old and does not exceed 60,000 original miles and has only 1 or fewer previous owners registered with DMV. All used vehicles must be in substantially good condition before approval would be granted. **Used vehicles can earn \$400 in monthly Capital Incentives.**
- For purposes of the payout of incentives, once the vehicle is declared as New or Used, it will be eligible to earn the corresponding Capital Incentive for the full 36-month period, regardless of its age or mileage thereafter.

- The selected applicant must obtain a genuine certificate of conversion of the vehicle's ramp, so that the vehicle conversion and ramp installation may be approved by SF Paratransit. The conversion must be new, meaning the vehicle must have been recently ramp-converted.

#### **Step 4 – Schedule a Date for SF Paratransit to Approve your Vehicle**

Your vehicle and medallion must be approved by SF Paratransit before you can begin earning incentives. You must contact SF Paratransit to schedule a date to show your medallion, your vehicle, and its certificate of ramp-conversion, to SF Paratransit for approval. Call Wayland Li, Contracts Administrator for SF Paratransit at 415-351-7052 or email [US.SFContractAdmin@transdev.com](mailto:US.SFContractAdmin@transdev.com) to schedule. If your vehicle and medallion meet the criteria above, you will be approved. Please note that if you are approved on or after the 5th day of a month, your eligibility for the incentives will begin at the start of the following month.

#### **Step 5 – Start Performing Ramp-Taxi Service meeting the Service Standards**

Once your vehicle and medallion are approved, each month thereafter for up to 36 months, you will earn BOTH the \$400 Operating Incentive AND the \$600 Capital Incentive for a New Accessible Vehicle (*if you have a Used Accessible Vehicle, the Capital Incentive is \$400*) each month that you meet ALL the following service standards:

- Your vehicle must perform at least 20 verified SF Paratransit ramp-taxi wheelchair trips in the month. This can be accomplished by one driver or by multiple drivers operating the vehicle.
- You must submit log of all non-paratransit wheelchair trips for the month provided on the vehicle. The format of the log will be provided by the SF Paratransit Office.
- Your medallion and vehicle must remain in good standing with SFMTA.
- Your vehicle must be logged into a SFMTA-approved mobile “e-hail” app for at least 80 hours in the month. This can be accomplished by one driver or by multiple drivers operating the vehicle.

#### **Step 6 – Get Paid these New Incentives**

For each month, up to 36 months, that you meet the service standards described above, SF Paratransit will pay the incentives to your color scheme through its normal invoicing process with your color scheme. For example, SF Paratransit will pay your July incentives to your color scheme in August. Your color scheme is responsible for providing those incentives to you. SF Paratransit will provide your color scheme a summary of incentive payments owed to you, requiring your signature as proof the color scheme paid you your earned incentives. You are expected to use Capital Incentives toward your costs of purchasing the vehicle. You are expected to use Operating Incentives toward your costs of fuel and maintenance of the vehicle. If you share those cost responsibilities with others, you are expected to share the incentive payments accordingly. In any month that you do not meet all the service standards, you will not receive the Capital Incentive nor the Operating Incentive for that month.

*SFMTA and SF Paratransit reserve the right to modify or cancel the SF Paratransit Ramp-Taxi Capital and Operating Incentive Program at their discretion at any time.*

For any questions regarding the Incentive Program or the application process, please call Wayland Li, Contracts Administrator for SF Paratransit at 415-351-7021 or email [US.SFContractAdmin@transdev.com](mailto:US.SFContractAdmin@transdev.com). Otherwise, get started by completing the Application Form!

Sincerely,

SF Paratransit

Enclosed: Application Form for SF Paratransit Ramp-Taxi Capital and Operating Incentive Program



# SF Paratransit

## SF Paratransit Ramp-Taxi Capital and Operating Incentive Program: Application Form

The purpose of this Application Form is to express an intent to be considered for participation in the newly proposed SF Paratransit Ramp-Taxi Capital and Operating Incentive Program (“the Incentive Program”) and to affirm my (or the entity’s) commitment to meeting the requirements of the Incentive Program for the duration of the program period if selected. In this form, the term “entity” shall mean the author of this Application Form interested in these newly offered incentives, whether a taxi company or driver/medallion holder. The entity will be held responsible for complying with all requirements of the Ramp Taxi Capital and Operating Incentive Program.

Entity (Applicant) Name: \_\_\_\_\_ Color Scheme: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

\_\_\_\_ Applicant is a current medallion holder

\_\_\_\_ Applicant is a taxi company with a ramp medallion(s)

Ramp Taxi Medallion Number(s): \_\_\_\_\_ (If a color scheme is the applicant and is applying for more than one vehicle, please list ALL medallions that would operate in these vehicles. Number of medallions must equal number of vehicles.)

Circle A or B:

A) I have not obtained the vehicle yet but expect to lease/purchase it and have a ramp conversion within 60 days of my approval to participate in this new incentive program.

Anticipated Model Year: \_\_\_\_\_ Anticipated Vehicle Mileage: \_\_\_\_\_

B) I recently obtained the vehicle within two years of my submittal of this application.

Vehicle Model Year: \_\_\_\_\_ Vehicle’s Current Mileage: \_\_\_\_\_

If vehicle purchased/leased but not yet ramp-equipped, expected Date of Ramp Conversion: \_\_\_\_\_

Describe your experience (including number of years) performing paratransit taxi trips (including wheelchair and non-wheelchair transports). For a taxi company, provide fact sheet on company’s history with the program.:

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Describe your experience (including number of years) performing ramp-taxi transports for persons in wheelchairs (including SF Paratransit-registered riders and the general public): \_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe your commitment to serving the disability community (including SF Paratransit-registered riders and the general public): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Explain the reasons for your interest in the Incentive Program and how you would utilize these incentives: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please provide any additional information that would be helpful in our consideration of your application: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing below, I attest that the information provided herein is accurate to the best of my knowledge, and I affirm my commitment to meeting the requirements of the Incentive Program for the duration of my enrollment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Your completed Application Form must be received by SF Paratransit**

Submit your Application Form by email to [US.SFContractAdmin@transdev.com](mailto:US.SFContractAdmin@transdev.com), by fax to 415-351-3134, or by delivery to Wayland Li, SF Paratransit Ramp Taxi Program, 68 12th Street, 1st Floor, San Francisco, CA 94103.

For any questions regarding the Incentive Program or the application process, please call Wayland Li, Contracts Administrator for SF Paratransit at 415-351-7021 or email [US.SFContractAdmin@transdev.com](mailto:US.SFContractAdmin@transdev.com).