



**Metropolitan
Transit
System**

FOR-HIRE VEHICLE ADMINISTRATION

Taxicab Wheelchair Accessible Vehicle (WAV) Policy - Fee Waiver Guidelines *Effective 12/8/2023*

The MTS Taxicab WAV Policy establishes recommendations to maintain and increase the number of taxicab WAV operating. Taxicab WAVs are an important transportation option for individuals with disabilities and those with mobility impairments and MTS finds there is not enough in operation to support the current demands and needs of the public. One of MTS's strategies to maintain current Taxicab WAV numbers, and to add more Taxicab WAVs, is to waive certain FHVA fees, as the cost to operate, maintain and/or buy can be a barrier. The following guidelines establish how MTS will administer the Taxicab WAV Fee Waivers.

Goal:

The goal for the amount of taxicabs MTS aims to be a taxicab WAV is within the Taxicab WAV Policy, Exhibit A. FHVA's has a Taxicab WAV aspirational goal of 2.5% of the total number of taxicabs in operation. Each year (on or around July 1st), MTS will calculate what the goal is by multiplying 2.5% by the total number of operating taxicabs. For FY 2024, it is MTS's aim to have a total of 16 Taxicab WAV permits. To maintain and increase the number of Taxicab WAV Permits, one incentive is FHVA Fee Waivers.

Fee Waivers:

For FY 2024, per the 2024 Fee Schedule, the following fees may be waived for a taxicab WAV:

- 1) Annual Regulatory Fee, per Section 1.2 of 2024 Fee Schedule; and
- 2) Permit Application Fees, per Sections 2.1, 2.2., and 2.3 of 2024 Fee Schedule

Allocation of Fee Waivers:

For FY 2024, MTS will allocate a total of 16 Taxicab WAV Fee Waivers. Priority will first be given to:

- 1) Current (as of 12/4/2023) and active Taxicab WAV permits (i.e. non-surrender); and
- 2) then any new or transferred permits.

The fee waiver allocations for new or transferred permits resulting in the placement of a Taxicab WAV will be processed in the order received by FHVA as described in these guidelines. No more than 16 Taxicab WAV Permits fee waivers will be approved for FY 2024. The Taxicab Fee Waiver will apply for at least 2 years. In other words, if provided a Fee Waiver in CY 2024, the taxicab WAV will be provided taxicab WAV fee waivers for both CY 2024 and CY 2025, so long as these Taxicab Fee Waiver Guidelines (e.g. re-applying each



year for the fee waiver as required by the guidelines) are followed, and so long as no MTS FHVA significant budget changes occur.

Renewal of Taxicab WAV Permits

A Taxicab WAV that has received a FHVA Fee Waiver should be in operation for as long as feasible, but no less than 2 years. If a permit holder requests to transfer or replace a Taxicab WAV permit to be a non-Taxicab WAV, the following repayments are applicable:

Time Period	Repay Amount
Request to transfer or replace with a taxicab non-WAV within the same Year	Full amount of fees waived must be repaid
Request to transfer or replace with a taxicab non-WAV after 1 year	½ of Fees Waived must be repaid
Request to transfer or replace with a taxicab non-WAV after 2 years	No repayment of Fees Waivers due

If received a Fee Waiver, it is FHVA’s aim that the Permit Holder not replace or transfer the taxicab WAV with a non-taxicab WAV for at least two (2) years. If it is replaced or transferred with a taxicab non-WAV within CY 2024, then an invoice will be emailed for the full amount waived (i.e. no prorated fee would apply). If it is replaced or transferred with a taxicab non-WAV or voided in CY 2025, then an invoice will be emailed for ½ of the amount waived. If a taxicab WAV is replaced or transferred with a taxicab non-WAV in CY 2026, there is no repayment of fee waiver due. If any invoice for repayment of fee waivers are not repaid, Permit Holders will not be able to transfer or replace the permit or replace it with a non-Taxicab WAV (i.e. the request to transfer or replace will not be processed).

Current Taxicab WAV Permits

- FHVA will email a “Fee Waiver Request Form” to all current Taxicab WAV permit holders in or around December 8, 2023. If interested in participating the Taxicab WAV Fee Waiver Program, [the completed form](#) must be submitted by **email** to Leonardo.Fewell@sdmts.com by December 31, 2023. Failure to submit the form by the December 31 deadline will result in losing your priority in the allocation of fee waivers. In other words, if this deadline is missed, the fee waiver

request will be processed as if it was a new or transferred permit and will be processed in the order received, depending on if any remaining allocations are available.

- Taxicab WAV permit must be active and in good standing at the time a fee waiver request is submitted in order to be approved.
- Permit holders must make a good faith effort to maintain the taxicab WAV in active status and provide service in accordance to MTS Ordinance No. 11.

New Permit Applications and Transfers

- New permit applicants and transferees must complete and submit by **email only** the New / Transferred Taxicab WAV Fee waiver Request Form to FHVA (form will be available on FHVA website) between January 1, 2024 and May 31, 2024. Email to Leonardo.Fewell@sdmts.com.
- When the interest form is received by email, FHVA will review interest forms, contact applicant and advise on next steps for permit application and fee waivers. FHVA will communicate with prospective applicants on the number of remaining taxicab WAV Fee Waiver allocations that are available.
- Priority is given to permit applicants and transferees based on the order of when MTS has received both: WAV Fee Waiver Request AND request for a taxicab WAV pre-inspection. The pre-inspection appointment must be scheduled and completed within 30 days of the request for an appointment. FHVA staff will use its best efforts to schedule the inspection as soon as practicable.
- An application (either new permit application or transfer application) must be submitted no later than when the request for a taxicab WAV per-inspection occurs. If the application is later determined to be denied (e.g. applicant background check results do not comply with MTS Ordinance No. 11), the Fee Waiver will no longer be processed.
- If a new permit applicant applies for both a taxicab WAV and a non-taxicab WAV, then the fee waiver will be pro-rated accordingly. For example, the \$1,500 permit application fee will be waived by 50%, since half of the vehicles are taxicab WAV.
- Permit holders must make a good faith effort to maintain the taxicab WAV in active status and provide service in accordance to MTS Ordinance No. 11.

******MTS will use its best efforts to implement these Fee Waiver Guidelines to ensure fair access to the Fee Waivers and to meet the intent of the MTS Taxicab WAV Policy. MTS will use its sole discretion in interpreting these guidelines****.**

Reference Documents: [Taxicab WAV Policy](#); [2024 Fee Schedule](#)