



**Report to the  
Business Administration Committee  
Pre-Solicitation Terms for  
Two Requests for Proposals for  
Taxicab Service at  
Washington Dulles International  
Airport**

**March 2012**

## Action Requested

Request that the Business Administration Committee concur with pre-solicitation terms for two Requests for Proposals: 1) providing taxicab service through the exclusive Washington Flyer brand by contracting with up to four dedicated taxicab fleets, and 2) contracting with a firm to manage the taxicab dispatch functions.

## Background

Current contracts commenced February 1, 2008 and expire January 31, 2013.

Three taxicab concession contracts (Dulles Taxi Systems, Inc., Dulles Airport Taxi, Inc., and Checker Airport Taxi, Inc.) currently manage a total fleet size of 720 taxicabs (240 taxicabs each).

One curbside/taxicab dispatch management contract with Technical and Professional Services, Inc. with a 25 percent Disadvantaged Business Enterprise (DBE) participation goal.

MWAA establishes concession business terms.



## Background

MWAA collects outbound trip fees (\$2.50) and Annual Per Taxicab fees (\$1,000-\$1,500 based on bid amount).

In 2010 the three companies generated total gross receipts of \$9.77 million of which \$3.2 million was paid to MWAA in concession fees.

Staff conducted a Taxicab Outreach Program on September 13, 2011 to determine interest from Local Disadvantaged Business Enterprises (LDBE).

The Taxicab Outreach Program generated only two certifications which does not present a competitive environment for an LDBE goal in the concession contracts.

## Recommendations

Provide an opportunity for award of up to four taxicab concession contracts.

Maintain current curbside/taxicab dispatch management contract structure with 25 percent DBE goal.

Increase total taxicab fleet from 720 to 820.

Establish a minimum Annual Per Taxicab Fee of \$1,000.

Increase the outbound per trip fee from \$2.50 to \$2.65.

Institute a \$2.65 Inbound Dispatch Fee.

Institute a \$250 Annual Per Driver Fee.



# **Taxicab Concession Contracts Evaluation Criteria**

**Operations/Management Plan**

**Financial Offer**

**Industry Experience, Qualifications, and Past Performance**

**Financial Ability to Perform**



# **Curbside/Taxicab Dispatch Management Contract Evaluation Criteria**

**Operations/Management Plan**

**Industry Experience, Qualifications, and Past Performance**

**Operating Budget and Financial Ability to Perform**

**Management Fee**



Request that the Business Administration Committee concur with pre-solicitation terms for two Requests for Proposals: 1) providing taxicab service through the exclusive Washington Flyer brand by contracting with up to four dedicated taxicab fleets, and 2) executing a separate curbside/taxicab dispatch management contract.