

City of Tucson Shared Mobility Pilot Program Proposed Fee Schedule Justification

Shared Mobility Entities (SMEs) seeking participation in the City of Tucson Shared Mobility Pilot Program shall pay appropriate fees covering ROW use and City administrative costs. Total fees consist of three (3) types: 1) **An annual fee of \$15,000.00** (payable in two (2) semiannual payments of \$7,500.00) for City of Tucson staff time and infrastructure related to continually reviewing permit and Pilot Program compliance, conducting data analysis and infrastructure planning; 2) **an application fee of \$4,000** representing staff time for acceptance, review and verification of application materials; and 3) **a per ride fee of \$.20** for use and occupation of the City's ROW.

Application Fee

Application Materials Review, Verification and Scoring

The process for reviewing and scoring each Shared Mobility Pilot Program application is estimated to take 6.5 hours for each of the five (5) members of the application review committee, along with a representative from the Procurement Department, including a half hour initial application dissemination meeting, two hours of outside review, and two 2-hour review meetings.. **Total cost = 39 hours x \$100/hour = \$3,900.**

Permit Application Acceptance and Issuance

The process for receiving and reviewing each application for completeness is estimated to take 1 hour of a Transportation Management Assistant's time per application (annually). **Total cost = 1 hour x \$72/hour**

Total application fee = \$4,000 (rounded for administrative ease)

Annual Permit Fee

Program Compliance Monitoring

The Pilot Program will require a Lead Planner to monitor real-time information provided by the SME daily. It's estimated that this will occur several times throughout the day for a total of 30 minutes per day. **Total cost = 52 weeks x 2.5 hours/week x \$100/hour = \$13,000**

Data Analysis and Infrastructure Planning

Data collected throughout the Pilot Program will be analyzed and evaluated by a Lead Planner to identify, plan, and implement transportation infrastructure related to Shared Mobility. It's estimated that this will occur once a month for a total of 1.7 hours. **Total cost = 12 months x 2 hours x \$100/hour = \$2,040**

Total Annual Permit Fee = \$15,000 (rounded for administrative ease)

ROW Use Fee (.20 per ride)

This fee is related to the occupation of ROW by staging and operation of Shared Mobility Devices (SMDs). This fee is proportional to other ROW use fees approved by the City and represents both the acquisition costs of the ROW and the market value to other ROW users.

Pilot Program Compliance Fees

A Management Assistant will be responsible for taking resident complaints and creating a relocation work order for improperly parked or deployed SMDs not rectified within 2 hours. This is estimated to take 20 minutes. A Lead Planner or equivalent will be responsible for documenting the violation, collecting, and relocating the SMD. This is estimated to take one hour. Once the SMD is relocated, a Management Assistant will document the SME name and SMD serial number into a database and generate the necessary SME invoice. This is estimated to take 20 minutes. **Total cost = (.66 hours X \$72/hour) + (1 hour x \$100/hour) = \$150 (rounded for administrative ease) per incident**

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