



**Shared Electric Micromobility Permit Program
FY2024 – 25 Solicitation**

**Questions and Answers
3/29/2024**

In the Permit Terms and Conditions, Section (N) Number of Operators, Fleet Size, and Service Area Coverage states, “(1) The City may issue Permits to up to three (3) Operators on a competitive basis, with the first two Permits reserved for Operators that use their own employees (with wages from the Operator reported on a federal W-2 Form), rather than contract workers, for Device recharging and rebalancing, and the third Permit reserved for an Operator that uses Devices with a seat as the primary Device available to Users. If such Permit applications are not received within three (3) months of the release by the City of the Permit application, the City may consider issuing Permits to up to two (2) other Operators in the order in which qualifying Permit applications are received.” If an operator uses full-time staff employed by small business providers to support the recharging and rebalancing of stand-up devices, would this operator be eligible for one of the first two permits? If not, would the operator need to reapply for a permit after the 3-month period expires?

An Operator interested in the City Shared Electric Micromobility Permit Program should submit application documents on or before the stated solicitation submittal deadline. If the desired Operator permit applications are not received within the stated permit solicitation period, the existing pool of Operator permit applications will be considered in the order in which qualifying Permit applications are received. The City has updated the application to reflect this clarification.

Part 4 - Application Materials states, “Page limits are highly recommended (additional images and maps do not count towards the limit),” but no limits are included. Can the City please clarify what the [application] page limit requirements are?

The City has updated the application to remove page limit requirements.

Will the City consider extending the deadline by two weeks to ensure operators can provide a complete response?

No, the City will not extend the solicitation period deadline. The application submittal deadline remains April 11, 2024 at 11:59 p.m. (PST).

How would the fleet cap apply to existing operators whose fleet size already exceeds the cap set in the new solicitation?

A shared electric micromobility Operator may apply for any number of devices they wish to deploy; however, the City retains the right to cap or reduce that number at any time. “Program launch,” as referenced in the SEMPP application materials, will be considered the year in which any given Operator



first began SEMPP operations within the City. If an existing Operator is selected for a new permit, the device cap may be waived.