

REQUEST FOR INFORMATION – IDAHO LEGISLATURE

Issue Date: October 16, 2017

I. Introduction

A. General Information

This is a request for information (“RFI”) issued by the Idaho Legislature (“Legislature”) regarding potential changes to commercial vehicle and farm vehicle registration and operating fees imposed by the State of Idaho. Pursuant to [Senate Concurrent Resolution 116](#), adopted by the 2017 Legislature, the Commercial Vehicle Annual Registration Fee Committee (“Committee”) has been appointed to study:

1. The potential imposition of an annual registration fee on:
 - a. All commercial vehicles; and
 - b. All farm vehicles with a maximum gross weight exceeding 60,000 pounds; and
2. In addition to the registration fee, the potential imposition of a quarterly operating fee by weight class on the total miles such vehicle was operated on roads and highways in the state, county, city, and highway district systems of Idaho (“weight-distance operating fee”).

These fees would replace the fees currently imposed on such vehicles pursuant to [Section 49-434, Idaho Code](#).

The Legislature seeks information and advice on matters pertaining to the Committee’s study. The purpose of this RFI is to inform the Legislature about the expertise and resources available to assist the Committee in its study. The Legislature may, at its sole discretion, contact any parties responding (“Respondents”) to the RFI for additional information, including interviews or product demonstrations. The Legislature shall not be obligated to contact any Respondent or to procure goods or services related to this RFI from any Respondent. The Legislature will, at its sole discretion, determine whether to proceed with a procurement action following the RFI.

B. Schedule

The Legislature anticipates adhering to the following schedule:

| Event | Date and Time |
|----------------------------|---|
| Issue RFI | October 16, 2017 |
| Written Questions Due | October 25, 2017 by 5:00 p.m. Mountain Time |
| RFI Responses Due | November 6, 2017 by 5:00 p.m. Mountain Time |
| Presentations to Committee | November 9, 2017 |

C. Contact

The contact for this RFI is Elizabeth Bowen, Legislative Services Office, who may be reached at ebowen@lso.idaho.gov or 208.334.4851.

D. Inquiries

Questions relating to this RFI must be submitted to Ms. Bowen in the body of an email, or in a Word attachment to an email, no later than October 25, 2017 by 5:00 p.m. Mountain Time. In addition to questions, an inquiry should contain:

- A. The name of the party's representative responsible for the inquiry;
- B. The representative's business telephone number and email address; and
- C. The organization name of the party submitting questions.

The Legislature will post responses to written inquiries received by the deadline on the Committee's website: <https://legislature.idaho.gov/sessioninfo/2017/interim/cvrf/>.

E. Submission Process

If you wish to provide information requested in this RFI, please submit your response to Ms. Bowen. Electronic files should be in either Microsoft Word or PDF format. Responses are due no later than November 6, 2017, by 5:00 p.m. Mountain Time.

F. Costs of Preparing Response

The costs of preparing a response to this RFI are the sole responsibility of the Respondent submitting the response. The Legislature shall not provide reimbursement for such costs and shall not be liable for any response preparation costs; nor shall the Legislature provide reimbursement or be liable for any costs associated with presenting a response to the Committee.

G. Public Records

The Legislature is subject to public records requests pursuant to the [Public Records Act, chapter 1, title 74, Idaho Code](#). Your response to this RFI is a public record, and by submitting your response, you are consenting to the release of your response as a public record. If your response includes a trade secret or other information that is exempt from release under the Public Records Act, please mark with specificity the trade secret or exempt information in your submission and clearly identify it as a trade secret or exempt information.

If the Legislature receives a request to release information that you have identified as a

trade secret or as otherwise exempt, you, by submitting a response to this RFI, agree to provide the legal defense and pay all expenses incurred by the Legislature in connection to such request.

II. Purpose

The Legislature is seeking information and expertise to assist its Committee in studying the imposition of registration and operating fees on commercial vehicles and farm vehicles as described in Section I.A of this RFI. Pursuant to [Senate Bill 1205](#), enacted by the 2017 Legislature, an appropriation of up to \$100,000 has been made available for the purpose of retaining the services of consultants, researchers or other experts to assist the Committee.

The Committee has not yet determined the nature of the services, if any, that would be most helpful to the Committee's study. It is expected that such services could include: technical research and development; examination of legal and policy issues; research of fiscal, accounting, and economic issues; investigation and application of standards and certification; investigation of administration and operations issues; strategic planning and risk analysis; outreach and communications; examination of interjurisdictional issues; and program development and operations considerations. The purpose of this RFI is to determine the services available and the approximate cost of such services.

This is an informal action initiated by the Legislature. The Legislature anticipates using the information obtained from this RFI to make future decisions related to the Committee's study, including possible procurement action.

III. Information Regarding Current Fee System

In 2000, the Legislature adopted a registration fee schedule based on mileage tiers for commercial vehicles and for farm vehicles with a weight exceeding 60,000 pounds. The fee tiers, revised in 2001, are still in place today and use a mileage range of 1 to 7,500 miles; 7,501 to 20,000 miles; 20,001 to 35,000 miles; 35,001 to 50,000 miles; and over 50,000 miles. See [Idaho Code § 49-434\(8\)](#).

In fiscal year 2017, revenue from these fees accounted for approximately \$56.8 million.

IV. Information Sought

The information sought by the Legislature includes:

- A. The Respondent's qualifications and work experience relevant to the Committee's study, including prior experience researching or consulting for a government entity;
- B. The Respondent's familiarity with transportation infrastructure funding policy, including opinions on the current and future reliability of transportation funding sources

compared to each other, such as operating fees as compared to the fuel tax;

- C. The Respondent's capacity to provide a proposed registration fee and weight-distance operating fee schedule for the State of Idaho, potentially including partial-year registration fees, with revenue projections for approximately ten years;
- D. The Respondent's capacity to create a flexible model that could be adjusted to reflect alternative revenue goals, including the ability to predict whether the proposed registration fee and weight-distance operating fee schedule would be revenue-neutral as compared to the current system;
- E. The Respondent's capacity to propose and model alternative modifications to Idaho's current fee system, such as the creation of additional distance tiers;
- F. The Respondent's capacity to provide a proposed registration fee and road usage charge schedule for the State of Idaho, with revenue projections for approximately ten years;
- G. The Respondent's capacity to provide cost allocation estimates on damage and wear caused to Idaho roads by commercial vehicles and heavy farm vehicles as opposed to passenger vehicles;
- H. The Respondent's capacity to provide proposed auditing procedures for commercial vehicle and heavy farm vehicle fees, including the cost estimates for such procedures;
- I. The Respondent's knowledge of how other states or jurisdictions have transitioned from one fee system to another;
- J. The Respondent's capacity to provide policy recommendations to the Committee, based on the Respondent's knowledge, research, and experience;
- K. Suggestions the Respondent has that are relevant to the Committee's work; and
- L. The Respondent's estimate for the cost of services the Respondent would provide to the Committee, and the time needed to conduct such services, if the Respondent were retained by the Legislature for the provision of such services.

V. Response Format

The Legislature requests that Respondents include the following sections in their responses. The information provided in the responses should be as concise as possible.

A. Executive Summary

In this section, please briefly summarize the Respondent's information, including an explanation of how the Respondent's services would be useful to the Committee's study purpose as described in Section II of this RFI.

B. Responses to Information Sought

In this section, please provide responses to the items identified in Section IV of this RFI.

C. Additional Information

In this section, please include additional pertinent information you would like to provide that is not addressed in Section B of your response.

D. Presentation

The Committee may, at its discretion, request a detailed presentation from the Respondent explaining the response. In this section, please indicate whether you would be available to present to the Committee, either in person or remotely, at the Committee's next meeting on Thursday, November 9, 2017, at the Idaho State Capitol in Boise. Please include your technological requirements or other items necessary to assist you in making your presentation.