1. Solicitation #: 3450004982

2. Solicitation Issue Date: 03/2/2022

3. Brief Description of Requirement:

Consultant Services for Road User Charge (RUC) Pilot

Questions may be submitted until March 7th, 2022 with responses made available no later than Friday, March 11th, 2022.

The solicitation is let pursuant to Title 74, Section 85.12.B.3

As of 03/18/2020 and until further notice, due to concerns about the possible spread of the coronavirus on packages, bids should be submitted to ODOT via email SWELTY@ODOT.ORG. Electronic bids will still be considered sealed bids and the attachments will not be opened until bid closing. Electronic bids should be emailed to the Buyer handling the solicitation.

4. Response Due Date: 03/21/2022

Time: 12:00 PM CST/CDT

5. Issued By and RETURN PROPOSAL TO:

U.S. Postal Delivery Address:

Common Carrier Delivery Address:

Electronic Submission Address: SWELTY@ODOT.ORG

6. Solicitation Type (type “X” at one below):

☐ Invitation to Bid
☒ Request for Proposal
☐ Request for Quote

7. Contracting Officer:

Name: Stacy Welty
Phone: (405) 766-0493
Email: SWELTY@ODOT.ORG

1 Amendments to solicitation may change the Response Due Date (read GENERAL PROVISIONS, section 3, “Solicitation Amendments”).

2 If “U.S. Postal Delivery” differs from “Carrier Delivery, use “Carrier Delivery” for courier or personal deliveries.
Responding Bidder Information

“Certification for Competitive Bid and Contract” **MUST** be submitted along with the response to the Solicitation.

1. **RE: Solicitation # 3450004982**

2. **Bidder General Information:**
   
   FEI / SSN: ___________________________  Supplier ID: ___________________________
   
   Company Name: ___________________________

3. **Bidder Contact Information:**
   
   Address: ___________________________
   
   City: ___________________________  State: ___  Zip Code: ___________
   
   Contact Name: ___________________________
   
   Contact Title: ___________________________
   
   Phone #: ___________________________  Fax #: ___________________________
   
   Email: ___________________________  Website: ___________________________

4. **Oklahoma Sales Tax Permit**:
   
   □ YES – Permit #: ___________________________
   
   □ NO – Exempt pursuant to Oklahoma Laws or Rules – Attach an explanation of exemption

5. **Registration with the Oklahoma Secretary of State**:
   
   □ YES - Filing Number: ___________________________
   
   □ NO - Prior to the contract award, the successful bidder will be required to register with the Secretary of State or must attach a signed statement that provides specific details supporting the exemption the supplier is claiming ([www.sos.ok.gov](http://www.sos.ok.gov) or 405-521-3911).

6. **Workers’ Compensation Insurance Coverage**:
   
   Bidder is required to provide with the bid a certificate of insurance showing proof of compliance with the Oklahoma Workers’ Compensation Act.
   
   □ YES – Include with the bid a certificate of insurance.
   
   □ NO – Exempt from the Workers’ Compensation Act pursuant to 85A O.S. § 2(18)(b)(1-11) – Attach a written, signed, and dated statement on letterhead stating the reason for the exempt status.  

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3 For frequently asked questions concerning Oklahoma Sales Tax Permit, see [https://www.ok.gov/tax/Businesses/index.html](https://www.ok.gov/tax/Businesses/index.html)

4 For frequently asked questions concerning workers’ compensation insurance, see [https://www.ok.gov/wcc/Insurance/index.html](https://www.ok.gov/wcc/Insurance/index.html)
7. Disabled Veteran Business Enterprise Act

☐ YES – I am a service-disabled veteran business as defined in 74 O.S. §85.44E. Include with the bid response 1) certification of service-disabled veteran status as verified by the appropriate federal agency, and 2) verification of not less than 51% ownership by one or more service-disabled veterans, and 3) verification of the control of the management and daily business operations by one or more service-disabled veterans.

☐ NO – Do not meet the criteria as a service-disabled veteran business.

________________________________________  ______________________________________
Authorized Signature                       Date

________________________________________  ______________________________________
Printed Name                               Title
NOTE: A certification shall be included with any competitive bid and/or contract exceeding $5,000.00 submitted to the State for goods or services.

Agency Name: Oklahoma Department of Transportation
Agency Number: 34500
Solicitation or Purchase Order #: 3450004982
Supplier Legal Name: 

SECTION I [74 O.S. § 85.22]:
A. For purposes of competitive bid,
1. I am the duly authorized agent of the above named bidder submitting the competitive bid herewith, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to said bid;
2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and
3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party:
   a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
   b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
   c. in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract, nor
   d. to any collusion with any state agency or political subdivision official or employee as to create a sole-source acquisition in contradiction to Section 85.45j.1. of this title.
B. I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring this contract herein.

SECTION II [74 O.S. § 85.42]:
For the purpose of a contract for services, the supplier also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the supplier to fulfill any of the services provided for under said contract.

The undersigned, duly authorized agent for the above named supplier, by signing below acknowledges this certification statement is executed for the purposes of:

☐ the competitive bid attached herewith and contract, if awarded to said supplier;
☐ the contract attached herewith, which was not competitively bid and awarded by the agency pursuant to applicable Oklahoma statutes.

__________________________  __________________________
Supplier Authorized Signature   Certified This Date

__________________________  __________________________
Printed Name                   Title

__________________________  __________________________
Phone Number                   Email

__________________________
Fax Number
A. GENERAL PROVISIONS

A.1. Definitions

As used herein, the following terms shall have the following meaning unless the context clearly indicates otherwise:

A.1.1. "Acquisition" means items, products, materials, supplies, services, and equipment an entity acquires by purchase, lease purchase, lease with option to purchase, or rental;

A.1.2. "Addendum" means a written restatement of or modification to a Contract Document executed by the Supplier and State.

A.1.3. "Bid" means an offer in the form of a bid, proposal, or quote a bidder submits in response to a solicitation;

A.1.4. "Bidder" means an individual or business entity that submits a bid in response to a solicitation;

A.1.5. "Solicitation" means a request or invitation by the State Purchasing Director or a state agency for a supplier to submit a priced offer to sell acquisitions to the state. A solicitation may be an invitation to bid, request for proposal, or a request for quotation; and

A.1.6. "Supplier" or “vendor” means an individual or business entity that sells or desires to sell acquisitions to state agencies.

A.2. Bid Submission

A.2.1. Submitted bids shall be in strict conformity with the instructions to bidders and shall be submitted with a completed Responding Bidder Information, included with this packet, and any other forms required by the solicitation.

A.2.2. Bids shall be submitted to the procuring agency electronically via email to the buyer listed in this solicitation. This will still remain a sealed bid and no attachments will be opened until bid closing.

A.2.3. The required certification statement, "Certification for Competitive Bid and/or Contract (Non-Collusion Certification)", included with this packet, must be made out in the name of the bidder and must be properly executed by an authorized person, with full knowledge and acceptance of all its provisions.

A.2.4. All bids shall be legible and completed in ink or with electronic printer or other similar office equipment. Any corrections to bids shall be identified and initialed in ink by the bidder. Penciled bids and penciled corrections shall NOT be accepted and will be rejected as non-responsive. The bidder is required to submit an electronic copy.

A.2.5. All bids submitted shall be subject to the Oklahoma Central Purchasing Act, Central Purchasing Rules, and other statutory regulations as applicable, these General Provisions, any Special Provisions, solicitation specifications, required certification statement, and all other terms and conditions listed or attached herein—all of which are made part of this solicitation.

A.3. Solicitation Amendments

A.3.1. If an "Amendment of Solicitation", if included later with this packet, is issued, the bidder shall acknowledge receipt of any/all amendment(s) to solicitations by signing and returning the solicitation amendment(s). Amendment acknowledgement(s) may be submitted with the bid or may be forwarded separately. If forwarded separately, amendment acknowledgement(s) must contain the solicitation number and response due date and time on the front of the envelope. The procuring agency must receive the amendment acknowledgement(s) by the response due date and time specified for receipt of bids for the bid to be deemed responsive. Failure to acknowledge solicitation amendments may be grounds for rejection.

A.3.2. No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in the solicitation. All amendments to the solicitation shall be made in writing by the procuring agency.

A.3.3. It is the bidder's responsibility to check frequently for any possible amendments that may be issued. The procuring agency is not responsible for a bidder's failure to download any amendment documents required to complete a solicitation.

A.4. Bid Change

If the bidder needs to change a bid prior to the solicitation response due date, a new bid shall be submitted to the procuring agency with the following statement "This bid supersedes the bid previously submitted."

A.5. Certification Regarding Debarment, Suspension, and Other Responsibility Matters

By submitting a response to this solicitation:
A.5.1. The prospective primary participant and any subcontractor certifies to the best of their knowledge and belief, that they and their principals or participants:

A.5.1.1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal, State or local department or agency;

A.5.1.2. Have not within a three-year period preceding this proposal been convicted of or pled guilty or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) contract; or for violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

A.5.1.3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph A.5.1.2. of this certification; and

A.5.1.4. Have not within a three-year period preceding this application/proposal had one or more public (Federal, State, or local) contracts terminated for cause or default.

A.5.2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to its solicitation response.

A.6. Bid Opening
Sealed bids shall be opened by the Oklahoma Dept of Transportation located at 200 N.E. 21st Street Oklahoma City, OK 73105 at the time and date specified in the solicitation as the Response Due Date and Time.

A.7. Open Bid / Open Record
Pursuant to the Oklahoma Public Open Records Act, a public bid opening does not make the bid(s) immediately accessible to the public. The procurement or contracting agency shall keep the bid(s) confidential, and provide prompt and reasonable access to the records only after a contract is awarded or the solicitation is cancelled. This practice protects the integrity of the competitive bid process and prevents excessive disruption to the procurement process. The interest of achieving the best value for the State of Oklahoma outweighs the interest of vendors immediately knowing the contents of competitor’s bids. [51 O.S. § 24A.5(5)]

Additionally, financial or proprietary information submitted by a bidder may be designated by the Procurement Division Manager as confidential and the procurement entity may reject all requests to disclose information designated as confidential pursuant to 62 O.S. (2012) § 34.11.1(H)(2) and 74 O.S. (2011) § 85.10. Bidders claiming any portion of their bid as proprietary or confidential must specifically identify what documents or portions of documents they consider confidential and identify applicable law supporting their claim of confidentiality. The ODOT General Counsel shall make the final decision as to whether the documentation or information is confidential pursuant to 74 O.S. § 85.10. Otherwise, documents and information a bidder submits as part of or in connection with a bid are public records and subject to disclosure after contract award or the solicitation is cancelled.

A.8. Late Bids
Bids received by the procuring agency after the response due date and time shall be deemed non-responsive and shall NOT be considered for any resultant award.

A.9. Legal Contract
A.9.1. Submitted bids are rendered as a legal offer and any bid, when accepted by the procuring agency, shall constitute a contract.

A.9.2. The Contract resulting from this solicitation may consist of the following documents in the following order of precedence:

A.9.2.1. Any Addendum to the Contract;

A.9.2.2. Purchase order, as amended by Change Order (if applicable);

A.9.2.3. Solicitation, as amended (if applicable); and

A.9.2.4. Successful bid (including required certifications), to the extent the bid does not conflict with the requirements of the solicitation or applicable law.

A.9.3. Any contract(s) awarded pursuant to the solicitation shall be legibly written or typed.
A.10. Pricing

A.10.1. Bids shall remain firm for a minimum of sixty (60) days from the solicitation closing date.

A.10.2. Bidders guarantee unit prices to be correct.

A.10.3. In accordance with 74 O.S. §85.40, ALL travel expenses to be incurred by the supplier in performance of the Contract shall be included in the total bid price/contract amount.

A.11. Clarification of Solicitation

A.11.1. Clarification pertaining to the contents of this solicitation shall be directed in writing to the Contracting Officer specified in the solicitation, and must be prior to the closing date of the solicitation.

A.11.2. If a bidder fails to notify the State of an error, ambiguity, conflict, discrepancy, omission or other error in the SOLICITATION, known to the bidder, or that reasonably should have been known by the bidder, the bidder shall submit a bid at its own risk; and if awarded the contract, the bidder shall not be entitled to additional compensation, relief, or time, by reason of the error or its later correction. If a bidder takes exception to any requirement or specification contained in the SOLICITATION, these exceptions must be clearly and prominently stated in their response.

A.11.3. Bidders who believe proposal requirements or specifications are unnecessarily restrictive or limit competition may submit a written request for administrative review to the contracting officer listed on the solicitation. This request must be made prior to the closing date of the solicitation.

A.12. Negotiations

A.12.1. In accordance with Title 74 §85.5, the State of Oklahoma reserves the right to negotiate with one, selected, all or none of the vendors responding to this solicitation to obtain the best value for the State. Negotiations could entail discussions on products, services, pricing, contract terminology or any other issue that may mitigate the State's risks. The State shall consider all issues negotiable and not artificially constrained by internal corporate policies. Negotiation may be with one or more vendors, for any and all items in the vendor's offer.

A.12.2. Firms that contend that they lack flexibility because of their corporate policy on a particular negotiation item shall face a significant disadvantage and may not be considered. If such negotiations are conducted, the following conditions shall apply:

A.12.3. Negotiations may be conducted in person, in writing, electronically or by telephone.

A.12.4. Negotiations shall only be conducted with potentially acceptable offers. The State reserves the right to limit negotiations to those offers that received the highest rankings during the initial evaluation phase.

A.12.5. Terms, conditions, prices, methodology, or other features of the bidders offer may be subject to negotiations and subsequent revision. As part of the negotiations, the bidder may be required to submit supporting financial, pricing, and other data in order to allow a detailed evaluation of the feasibility, reasonableness, and acceptability of the offer.

A.12.6. The requirements of the Request for Proposal shall not be negotiable and shall remain unchanged unless the State determines that a change in such requirements is in the best interest of the State of Oklahoma.

A.13. Rejection of Bid

The State reserves the right to reject any bids that do not comply with the requirements and specifications of the solicitation. A bid may be rejected when the bidder imposes terms or conditions that would modify requirements of the solicitation or limit the bidder's liability to the State. Other possible reasons for rejection of bids are listed in OAC 260:115-7-32.

A.14. Award of Contract

A.14.1. The Procurement Division Manager may award the Contract to more than one bidder by awarding the Contract(s) by item or groups of items, or may award the Contract on an ALL OR NONE basis, whichever is deemed by the Procurement Division Manager to be in the best interest of the State of Oklahoma.

A.14.2. Contract awards will be made to the lowest and best bidder(s) unless the solicitation specifies that best value criteria is being used.

A.14.3. In order to receive an award or payments from the State of Oklahoma, suppliers must be registered. The vendor registration process can be completed electronically through the OMES website at the following link: https://www.ok.gov/dcs/vendors/index.php.
A.15. Contract Modification

A.15.1. The Contract is issued under the authority of the Procurement Division Manager who signs the Contract. The Contract may be modified only through a written Addendum, signed by the ODOT and the supplier.

A.15.2. Any change to the Contract, including but not limited to the addition of work or materials, the revision payment terms, or the substitution of work or materials, directed by a person who is not specifically authorized by the procuring agency in writing, or made unilaterally by the supplier, is a breach of the Contract. Unless otherwise specified by applicable law or rules, such changes, including unauthorized written Addendums, shall be void and without effect, and the supplier shall not be entitled to any claim under this Contract based on those changes. No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in the resultant Contract.

A.16. Delivery, Inspection and Acceptance

A.16.1. Unless otherwise specified in the solicitation or awarding documents, all deliveries shall be FOB Destination. The supplier(s) awarded the Contract shall prepay all packaging, handling, shipping and delivery charges and firm prices quoted in the bid shall include all such charges. All products and/or services to be delivered pursuant to the Contract shall be subject to final inspection and acceptance by the State at destination. “Destination” shall mean delivered to the receiving dock or other point specified in the purchase order. The State assumes no responsibility for goods until accepted by the State at the receiving point in good condition. Title and risk of loss or damage to all items shall be the responsibility of the supplier until accepted by the receiving agency. The supplier(s) awarded the Contract shall be responsible for filing, processing, and collecting any and all damage claims accruing prior to acceptance.

A.16.2. Supplier(s) awarded the Contract shall be required to deliver products and services as bid on or before the required date. Deviations, substitutions or changes in products and services shall not be made unless expressly authorized in writing by the procuring agency.

A.17. Invoicing and Payment

A.17.1. Upon submission of an accurate and proper invoice, the invoice shall be paid in arrears after products have been delivered or services provided and in accordance with applicable law. Invoices shall contain the purchase order number, a description of the products delivered or services provided, and the dates of such delivery or provision of services. An invoice is considered proper if sent to the proper recipient and goods or services have been received.

A.17.2. State Acquisitions are exempt from sales taxes and federal excise taxes.

A.17.3. Pursuant to 74 O.S. §85.44(B), invoices will be paid in arrears after products have been delivered or services provided.

A.17.4. Payment terms will be net 45. Interest on late payments made by the State of Oklahoma is governed by 62 O.S. § 34.72.

A.17.5. Additional terms which provide discounts for earlier payment may be evaluated when making an award. Any such additional terms shall be no less than ten (10) days increasing in five (5) day increments up to thirty (30) days. The date from which the discount time is calculated shall be the date of a proper invoice.

A.18. Tax Exemption

State agency acquisitions are exempt from sales taxes and federal excise taxes. Bidders shall not include these taxes in price quotes.

A.19. Audit and Records Clause

A.19.1. As used in this clause, “records” includes books, documents, accounting procedures and practices, other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form. In accepting any Contract with the State, the successful bidder(s) agree any pertinent State or Federal agency will have the right to examine and audit all records relevant to execution and performance of the resultant Contract.

A.19.2. The successful supplier(s) awarded the Contract(s) is required to retain records relative to the Contract for the duration of the Contract and for a period of seven (7) years following completion and/or termination of the Contract. If an audit, litigation, or other action involving such records is started before the end of the seven (7) year period, the records are required to be maintained for two (2) years from the date that all issues arising out of the action are resolved, or until the end of the seven (7) year retention period, whichever is later.
A.20. Non-Appropriation Clause

The terms of any Contract resulting from the solicitation and any Purchase Order issued for multiple years under the Contract are contingent upon sufficient appropriations being made by the Legislature or other appropriate government entity. Notwithstanding any language to the contrary in the solicitation, purchase order, or any other Contract document, the procuring agency may terminate its obligations under the Contract if sufficient appropriations are not made by the Legislature or other appropriate governing entity to pay amounts due for multiple year agreements. The Requesting (procuring) Agency's decisions as to whether sufficient appropriations are available shall be accepted by the supplier and shall be final and binding.

A.21. Choice of Law

Any claims, disputes, or litigation relating to the solicitation, or the execution, interpretation, performance, or enforcement of the Contract shall be governed by the laws of the State of Oklahoma.

A.22. Choice of Venue

Venue for any action, claim, dispute or litigation relating in any way to the Contract shall be in Oklahoma County, Oklahoma.

A.23. Termination for Cause

A.23.1. The supplier may terminate the Contract for default or other just cause with a 30-day written request and upon written approval from the procuring agency. The State may terminate the Contract for default or any other just cause upon a 30-day written notification to the supplier.

A.23.2. The State may terminate the Contract immediately, without a 30-day written notice to the supplier, when violations are found to be an impediment to the function of an agency and detrimental to its cause, when conditions preclude the 30-day notice, or when the Procurement Division Manager determines that an administrative error occurred prior to Contract performance.

A.23.3. If the Contract is terminated, the State shall be liable only for payment for products and/or services delivered and accepted.

A.24. Termination for Convenience

A.24.1. The State may terminate the Contract, in whole or in part, for convenience if the Procurement Division Manager determines that termination is in the State's best interest. The Procurement Division Manager shall terminate the contract by delivering to the supplier a Notice of Termination for Convenience specifying the terms and effective date of Contract termination. The Contract termination date shall be a minimum of 60 days from the date the Notice of Termination for Convenience is issued by the Procurement Division Manager.

A.24.2. If the Contract is terminated, the State shall be liable only for products and/or services delivered and accepted, and for costs and expenses (exclusive of profit) reasonably incurred prior to the date upon which the Notice of Termination for Convenience was received by the supplier.

A.25. Insurance

The successful supplier(s) awarded the Contract shall obtain and retain insurance, including workers' compensation, automobile insurance, medical malpractice, and general liability, as applicable, or as required by State or Federal law, prior to commencement of any work in connection with the Contract. The supplier awarded the Contract shall timely renew the policies to be carried pursuant to this section throughout the term of the Contract and shall provide the procuring agency with evidence of such insurance and renewals.

A.26. Employment Relationship

The Contract does not create an employment relationship. Individuals performing services required by this Contract are not employees of the State of Oklahoma or the procuring agency. The supplier's employees shall not be considered employees of the State of Oklahoma nor of the procuring agency for any purpose, and accordingly shall not be eligible for rights or benefits accruing to state employees.

A.27. Compliance with the Oklahoma Taxpayer and Citizen Protection Act of 2007

By submitting a bid for services, the bidder certifies that they, and any proposed subcontractors, are in compliance with 25 O.S. §1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. §1312 and includes but is not limited to the free Employment Verification Program (E-Verify) through the Department of Homeland Security and available at [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify).
A.28. **Compliance with Applicable Laws**

The products and services supplied under the Contract shall comply with all applicable Federal, State, and local laws, and the supplier shall maintain all applicable licenses and permit requirements.

A.29. **Special Provisions**

Special Provisions set forth in SECTION B apply with the same force and effect as these General Provisions. However, conflicts or inconsistencies shall be resolved in favor of the Special Provisions.
B. SPECIAL PROVISIONS

B.1. Contract Period
   B.1.1. The initial contract is for a twelve (12) month period, beginning on the date of an executed contract through one year. The contract may be renewed for up to two (2) one year option periods.

B.2. Extension of Contract.
   B.2.1. ODOT may extend the term of this contract up to 90 days if mutually agreed upon by both parties in writing.

   B.3.1. The right of the successful offeror to perform under this contract may be terminated by written notice if the ODOT determines that the successful offeror, or its agent or another representative offered or gave a gratuity (e.g., an entertainment or gift) to an officer, official or employee of the Department of Transportation.

B.4. Assignment
   B.4.1. The Contractor shall NOT sublet, sell, transfer, assign, or otherwise dispose of the contract or contracts or any portion thereof, or of his right, title, or interest therein, without written consent of ODOT.

B.5. Authority for Solicitation
   B.5.1. ODOT is issuing this solicitation in accordance with Oklahoma State Statute, Title 74, Chapter 4, Section 85.12.B.3

B.6. Form of Contract
   B.6.1. A contract is to be used as the agreement between the State and the successful Vendor. Contract may contain additional Federal Clauses, Terms and Conditions.

C. SOLICITATION SPECIFICATIONS

C.1. Purpose of the Contract
   C.1.1. It is the intent that contract will be executed by ODOT and by the successful offeror (herein after referred to as “CONTRACTOR”) for Consultant Services to manage the ODOT Road Usage Charge Pilot.

C.2. Required Submissions
   C.2.1. See Attachment “A”

D. EVALUATION

D.1. Evaluation Criteria
   D.1.1. This solicitation will be evaluated with Best Value criteria in accordance with Title 74, Chapter 4, Section 85.2.2. Criteria will include, but not be limited to: Cost, Compliance with Specifications, and Experience. The order in which criteria is listed does not establish priority.

E. INSTRUCTIONS TO BIDDER

E.1. Questions
   E.1.1. Questions must be submitted in writing to: swelty@odot.org by Monday, March 7th, 2022

F. CHECKLIST

None

G. OTHER

G.1. Attachment A – Specifications
G.2. Attachment B – FHWA Grant Application (Separate Document)
G.3. Attachment C – Copy of Enrolled HB1712 (Separate Document)

H. PRICE AND COST

H.1. Pricing
   H.1.1. Vendor to submit proposed pricing schedule.
The Oklahoma Department of Transportation (ODOT) is seeking qualified firms for Managing Oklahoma’s Road User Charge (RUC) Pilot Project as described in the “Background and Pertinent Information” section below.

**Background and Pertinent Information:**

- Oklahoma enacted HB 1712, effective November 2021, which established the Oklahoma Road User Charge Program and the Road User Charge Task Force (Task Force).
- Section 3 of the Law directed the Task Force to develop and implement a voluntary pilot program to assess the potential for mileage-based revenue collection as an alternative to the gas tax system in Oklahoma.
- On November 1, 2021, ODOT, in coordination with the Task Force, submitted an application to the Federal Highway Administration under the Surface Transportation System Funding Alternatives (STSFA) Discretionary Grant program to potentially assist with funding for the project. The project’s scope will not be impacted based on access to this funding source.
- The Federal grant application established a general framework for Oklahoma’s RUC Pilot Project and is being provided as an attachment.
- The Pilot Project will be conducted as “paper only” with no collection or transfer of money from voluntary participants.

**Scope of Services to be Performed**

- Develop a Project Management Plan and Policy Framework
- Coordinate and manage contracted pilot project Providers/Vendors such as a third-party account manager, etc. (Pilot Providers/Vendors will be procured independently of this RFP and subsequent to the Pilot Project Management Firm being selected and contracted.)
- Assist with the recruitment of pilot participants
- Coordinate with the Task Force, ODOT and the Oklahoma Turnpike Authority (OTA) on successful completion of the Pilot Project.
- Provide periodic pilot status and informational reports to the Task Force and ODOT Administration.
- Compile and submit a pilot Evaluation Report including lessons learned, strategies for addressing out-of-state traffic, data privacy, impact on Tribal Nations and other issues identified in the Pilot.
- If a Federal STSFA grant is awarded for the project, compile and complete all information necessary to satisfy Federal reporting requirements.
- Assist in the completion of the Report of Findings and Recommendations to the Legislature as specified in Section 3 of HB 1712.
- Other administrative tasks as requested by the Task Force or ODOT Administration.

**Minimum Qualifications for Proposers**

1. Proposers must have experience performing or managing research, development, testing and evaluation of innovative methods and technologies that demonstrate user-based alternative transportation revenue collection mechanisms.
2. Proposer’s team must have performed at least one program or project with emphasis on public transportation revenue. Narrative should include project scope, dates of service(s) and the client(s) for whom services were provided.

3. Proposer must have a team member assigned to the project with at least three (3) years' minimum experience directly related to project management. The Project Manager must be available to ODOT and the Task Force as needed to effectively manage the project.

4. Proposer must have a team member with a minimum of three (3) years’ experience directly related to technical writing and report compilation

Instructions for Proposal

• Proposals should not exceed 10 pages, excluding team member resumes.
• Proposals should describe processes and procedures that will be used to perform tasks to produce deliverables described under the “Scope of Services to be Performed”
• Proposals must address the firm’s ability to manage the Pilot based on the general framework established in the Grant Application provided and demonstrate the firm's ability to address the unique aspects of Oklahoma's pilot including its impact on Tribal Nations, coordination with the Oklahoma Turnpike Authority for transactions processing and a significant amount of out-of-state pass-through traffic.
• Proposals should also include at a minimum:
  1. Listing of the Project Manager in charge and other team members with listing of pertinent experience and qualifications for this project
  2. History of projects with similar tasks including a description of scope, dates of services and clients served including client contact person, phone number, e-mail address for reference.
  3. Availability of staff to meet agreed-upon schedule
  4. Any Subconsultant and their role (if any) that will be performing Services on the Project

Evaluation and Selection Factors

RFPs will be evaluated based on the factors listed below.

1. The quality, understanding of the project and completeness of the response;
2. qualifications and pertinent experience of consultant team members proposed for services;
3. proposed project approach to meet the general pilot framework in the Federal grant application and Oklahoma's unique aspects;
4. availability of staff to respond to the work;
5. past performance history for similar projects/services with ODOT and other states.
6. Cost

Anticipated Schedule for RFP

• Release of RFP to Firms – March 2, 2022
• Deadline for Submittal of Questions to ODOT Procurement – March 7, 2022
• Deadline for Submittal of Answers from ODOT Procurement – March 11, 2022
• Deadline for Submittal of Proposals via e-mail – 12:00 PM (Noon) CST – March 21, 2022
• ODOT reserves the right to conduct interviews, if needed - March 24, 2022
• Evaluation of Proposals Completion – March 25, 2022
• Negotiations with the highest ranked firm may begin – April 2022
• Anticipated Award of RFP – April 2022
**Applicant:** Oklahoma Department of Transportation (ODOT)  
**DUNS Number:** 8247000740000

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Oklahoma Road User Charge Pilot Program</th>
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<tr>
<td>Total Project Cost…Cost Share Proposed</td>
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<tr>
<td>Total Federal Funds Requested</td>
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</tr>
<tr>
<td>Are matching funds restricted to a specific project component? If so, which one?</td>
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</tr>
<tr>
<td>State(s) in which the project is located</td>
<td>Oklahoma</td>
</tr>
</tbody>
</table>

**Is the project currently programmed in the:**  
- Transportation Improvement Program | No  
- Statewide Transportation Improvement Program | No  
- Metropolitan Planning Organization Long Range Transportation Plan | No  
- State Long Range Transportation Plan | Yes
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PROJECT NARRATIVE

PROJECT SUMMARY

The State of Oklahoma is experiencing a decrease in the effectiveness and sustainability of its statewide fuel tax, a major component of infrastructure funding. In addition to inflation, improving fuel efficiency, and increasing use of electric and hybrid vehicles will all contribute to a substantial decline in fuel tax revenues into the future. Because low mileage and alternative fuel vehicles also contribute to wear-and-tear on the statewide transportation system, an alternative funding mechanism will be required to meet the state’s long-term transportation needs. Many other states are evaluating the potential for Road User Charge (RUC) programs that tax users based on the vehicle miles traveled (VMT) rather than fuel purchased, equalizing the tax burden across all users regardless of fuel and vehicle type. Recognizing that the current gas tax is an ineffective, unsustainable, and inequitable funding mechanism, and to demonstrate its commitment to alternative transportation funding, the Oklahoma Legislature passed HB 1712, which the Governor signed into law on May 3, 2021. This legislation mandates the formation of a RUC Task Force charged with evaluating user-based alternative funding mechanisms and conducting a pilot program.\(^1\) The Bill received overwhelming support with approximately 80% of legislators, from the House and Senate, voting for approval.\(^2\)

To help meet this legislative mandate, the Oklahoma Department of Transportation (ODOT) on behalf of a multidisciplinary RUC Task Force that includes state agencies and commissions, transportation industry subject matter experts, freight industry leadership, Tribal Nation representation, municipalities and MPOs, is seeking STSFA Grant funding to develop and conduct a voluntary pilot program (the Project) involving a small number of participants to aid in the development and future deployment of a RUC program that addresses challenges and opportunities that are unique to Oklahoma. The Project is seeking approximately $1.9 million in federal grants to evaluate and test strategies that will ensure that the RUC program developed for Oklahoma is fair, equitable, and sustainable. The Project will evaluate new strategies to leverage an existing tolling back office, partner with Tribal nations on policy development and examine methods to collect road user charge revenue from out-of-state drivers.

It should be noted that Oklahoma Secretary of Transportation Tim Gatz and the State of Oklahoma recognized early on the need for an alternative transportation funding mechanism. In 2015, Oklahoma joined the Western Road User Charge Consortium (RUC West) and Secretary Gatz currently serves as the consortium’s Vice Chair. RUC West allows 17 states to work

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synergistically by providing RUC best practices and research to state transportation officials.\(^3\) This active involvement gives Oklahoma first-hand access to valuable lessons learned and best practices developed from prior STSFA funded projects, which will be leveraged for this Project. The Oklahoma Long Range Transportation Plan (LRTP) also addresses RUC and the importance of establishing an alternate revenue system to offset the declining revenues of the state’s gas tax.\(^4\) STSFA funding will help advance these initial efforts and define a framework to establish a suitable gas tax replacement and serve as a model to RUC projects in other states.

Oklahoma’s Unique Characteristics

Recent RUC pilots from other states have provided a solid foundation upon which to build. The state of Oklahoma has several characteristics that pose unique challenges and opportunities to the equitable implementation of a statewide RUC program, including:

- The Oklahoma Turnpike Authority (OTA), which has the most centerline miles of any single toll operator in the U.S. and is closely integrated with the Oklahoma Department of Transportation, has a well-established back office system that processed approximately 186 million toll transactions in 2019. It is likely that this existing system could be leveraged for data collection, data processing, and revenue collection for RUC;
- Many of Oklahoma’s 38 recognized Tribal Nations are allotted a percentage of the statewide fuel tax revenues through signed compacts.\(^5\) As overall fuel tax revenues decrease, these tribal nations have a vested interest in the development of a fair, equitable, and sustainable revenue source; and
- Oklahoma is a national transportation crossroads with a very high percentage of out-of-state passthrough traffic.

1. Tolling Synergies

OTA has the most centerline toll road miles for a single toll authority in the United States. The Project will evaluate what opportunities and challenges exist in leveraging an existing tolling back office to share data and process RUC transactions. The pilot program will develop and test the data architecture and technology integrations that will be required to leverage this existing system for an expanded purpose. This analysis could serve as a model of collaboration and innovation for other pilot programs and third-party account managers to explore synergies between existing toll revenue collection and RUC revenue collection as well as identify efficiencies and cost savings.

\(^3\) RUC West – Who We Are. [https://www.rucwest.org/about/](https://www.rucwest.org/about/)
\(^4\) Oklahoma Long Range Transportation Plan (2020). Page 112. [https://static1.squarespace.com/static/5cd1d280f9df7d00015c6297/c/5f5bbb6785a5f8c4e3d04/1599847366823/Oklahoma+2045+LRTP+Final+August+2020.pdf](https://static1.squarespace.com/static/5cd1d280f9df7d00015c6297/c/5f5bbb6785a5f8c4e3d04/1599847366823/Oklahoma+2045+LRTP+Final+August+2020.pdf)
The Oklahoma pilot program will provide the deepest evaluation to-date of how an existing tolling back office can support RUC revenue collection. This program funded by the STSFA Grant will evaluate these challenges and opportunities, devise solutions, and provide a roadmap and framework for the establishment of an Oklahoma RUC program and provide new insights that are applicable to other states.

**FIGURE 1: OKLAHOMA’S EXISTING TRANSPORTATION NETWORK**

2. **Impact and Functionality of RUC on Tribal Nations**

Many of Oklahoma’s Tribal Nations are allotted a percentage of statewide fuel tax revenues through signed compacts. As overall fuel tax revenues decrease, these Tribal Nations have vested interest in the development of a fair, equitable, and sustainable revenue source. The Project will provide a unique partnership opportunity to collaboratively coordinate with Tribal Nations to develop fair and equitable RUC strategies while providing transferrable solutions to other interjurisdictional (regional) RUC applications nationwide. The Project will coordinate and encourage meaningful participation with Tribal Nations to understand their needs, impacts and benefits of RUC to deliver equitable mobility and funding solutions for all Oklahomans. The analysis will evaluate incorporating tailored regional policies and strategies under the statewide framework and will provide transferrable strategies for other regional RUC collection approaches.

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There are 38 federally recognized Tribal Nations in the state of Oklahoma, and the state has the fourth highest Tribal Nation population in the United States.

Sources: Tribal Jurisdictions in Oklahoma State with the Most Indian Reservations and Tribal

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3. **High Volume of Out-of-state Passthrough Traffic**

Oklahoma is a crossroads for interstate travel with a large portion of its VMT generated by interstate passthrough traffic. Oklahoma needs to understand how to identify out-of-state traffic, collect their VMT data, and collect RUC fees. The Project will determine if OTA’s existing toll interoperability agreements with surrounding states including Texas and Kansas could be leveraged to capture revenue from out-of-state drivers and establish a path to interstate RUC interoperability and reciprocity. Additionally, the Project will explore how the regional tolling interoperability hubs might be leveraged to share VMT and account data to process RUC transactions (Kansas and Oklahoma both have turnpikes participating in the Central Mobility Hub and are each pursuing RUC pilots through their respective DOTs).

**FIGURE 2: OKLAHOMA’S INTERSTATES**

![Map of Oklahoma's Interstates](image)

**DETAILED STATEMENT OF WORK**

The pilot program will examine and test different RUC implementation strategies for different user types throughout the state by evaluating tolling synergies, determining the impact of declining gas tax revenues on Tribal Nations, addressing out-of-state passthrough traffic, and determining how RUC could establish a fair and equitable distribution of the tax burden regardless of vehicle type. Accordingly, the Project will:

- Develop outreach strategies for pilot program participants – Develop outreach strategies to understand awareness and user needs before, during, and after the pilot. The outreach will include a cross section of users and vehicle types and will evaluate attitudes towards RUC throughout the state. Outreach will specifically target urban, rural, and Tribal populations and will include a cross section of income levels including underserved and disadvantaged populations, and areas of persistent poverty.
• Analyze community composition and travel behaviors – Understand statewide travel patterns, commuting methods to employment centers, different types of VMT by road type, and the potential impact on non-vehicle households and unbanked populations.

• Evaluate best practices for gaining public acceptance – Tailoring different messaging to different demographics will be a key component of the Project’s public outreach.

• Establish parameters for fair and equitable RUC pricing – RUC pricing should be fair and equitable across rural and urban populations, Tribal Nations, income levels, and vehicle classes.

• Evaluate RUC impacts on Oklahoma’s Tribal Nations – Oklahoma’s RUC pilot program will seek to understand the mobility and funding needs of Tribal Nations who currently receive a portion of the State’s gas tax revenues. The Project will evaluate impacts and benefits of RUC on the Tribal Nations and will seek to collaboratively develop strategies to preserve or enhance the current levels of funding to improve mobility and quality of life.

• Determine the best way to collect and transmit RUC data – Safe and secure data collection and transmission is key because Oklahomans have expressed a desire for choice and a concern with privacy.

• Determine the optimal mix of data gathering and processing methods – Leveraging existing tolling back office systems could provide some efficiencies and cost savings, however, private third-party account managers can potentially provide more flexibility and a broader range of services including the collection of VMT data by geographic area. Account Managers have the ability to provide raw data or highly processed data to the tolling back office. The Project will evaluate both options and assess the appropriate mix for implementing RUC in Oklahoma.

• Evaluate the transferability of existing back office toll operations to RUC – Given the similarities between toll and RUC transactions, it is likely that the existing toll back office could be leveraged for data collection, data processing, and revenue collection under RUC. The Project will evaluate whether the existing OTA tolling back office can process RUC transactions for existing toll customers, new customers without a tolling account, and out-of-state users.

• Develop the interface between OTA and Project account managers – A consistent application programming interface (API) would provide the opportunity for multiple account managers to collect VMT and vehicle weight data and share with the OTA back office.

• RUC pricing strategies for transportation funding levels – RUC pricing will be evaluated to generate funding at current motor fuel tax levels as well as provide policy makers options for increased funding.

• Evaluate collection of RUC fees from out-of-state vehicles – The Project will seek to understand how to identify out-of-state traffic, collect their VMT data (time, location, and/or vehicle weight), and collect the RUC fees.
• **Evaluate the adaptability of existing tolling interoperability agreements** – The Project will determine if OTA’s existing toll interoperability agreements with surrounding states including Texas and Kansas could be leveraged to capture revenue from out-of-state drivers and establish a path to interstate RUC interoperability and reciprocity. Additionally, the Project will explore how the regional tolling interoperability hubs might be leveraged to share VMT and account data to process interstate RUC transactions.

• **Document and share Project lessons learned** – Reports will document and share findings and evaluations from this Project to inform other RUC projects in other states.

The Project will include participants representing a cross-section of Oklahoma drivers. This includes participants from rural, urban, and Tribal Nation communities, different vehicle types, and income groups (including underserved communities). Within each urban, rural, or Tribal Nation user group, the pilot program will primarily focus on the following user classifications:

1. Users of PIKEPASS, Oklahoma’s Electronic Toll Collection System (ETC);
2. Non-PIKEPASS users; and
3. Out-of-state drivers (using Bluetooth readers, Automated License Plate Readers (ALPR), etc. to collect data).

The Project will include VMT and vehicle weight data collection and processing by third-party account manager(s) who will collect, process, and provide the RUC data to the OTA back office through an API. The OTA back office will process the transactions. Note, the OTA will produce representative paper and electronic invoices but will not collect actual RUC fees from customers during the pilot program.

**PROJECT ELEMENTS**

In consideration of Oklahoma’s defining characteristics, the Project will focus on three major concepts: tolling synergies, analysis of the impact and functionality of RUC on Tribal Nations, and the high volume of out-of-state passthrough traffic. These features will help inform a unique set of data and recommendations that can be modeled and applied to other RUC programs as they are developed into the future.

**TOLLING SYNERGIES**

Oklahoma has an extensive toll network throughout the state, and a well-established existing back office that could be leveraged to process RUC transactions. OTA uses its PIKEPASS transponder system to efficiently collect tolls electronically at normal highway speeds. Furthermore, PIKEPASS toll collection points feature multi-protocol readers which allows for interstate interoperability.⁷ These existing PIKEPASS capabilities around vehicle account identification and revenue collection could potentially be leveraged for RUC collection cost savings, project-readiness, interstate, and interjurisdictional interoperability, and establish best practices for

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interoperability, and establish best practices for tolling authorities in other states as they transition to RUC. A private third-party account manager will be used to collect and process the VMT data for the pilot program. The Project will evaluate and test how the data will be shared with the OTA back office to process the RUC transactions and produce a bill. ODOT and OTA will work with a consultant and the third-party account manager to develop a consistent API that will allow other third parties to collect and share VMT data with the OTA back office.

**ANALYZE IMPACT AND FUNCTIONALITY OF RUC ON TRIBAL NATIONS**

Compacting tribes receive 4.5% of statewide motor fuel tax revenues, which can be used for government services including roadway construction and maintenance. These funds are apportioned by each tribe’s proportion of Oklahoma’s total Tribal Nation population. Working closely with Tribal Nation representatives, ODOT will ensure that Oklahoma’s RUC Program ultimately benefits Tribal Nation populations at a level at least equal the tribes’ current fuel tax benefit. This will require close coordination throughout every phase of the Project, from stakeholder engagement to implementation. This coordination will ensure equitable funding distribution for Oklahoma’s Tribal Nation populations, identify ways to improve the mobility for our Tribal Nations, and will present the opportunity to gain distinctive lessons learned for interstate and interjurisdictional interoperability.

**HIGH VOLUME OUT-OF-STATE PASSTHROUGH TRAFFIC**

Oklahoma is centrally located at the intersection of 3 major interstates: I-35, I-40, and I-44. ODOT believes that there is likely a high percentage of passthrough out-of-state traffic on the state’s major interstates off the turnpike. Many of these users are passing through on their way to other states with limited stops within Oklahoma. One of the greatest challenges in developing a RUC program for Oklahoma is effectively identifying, collecting RUC, and collecting RUC fees from out-of-state drivers. Oklahoma is poised to serve as a model for addressing this challenge because of its central location and OTA’s existing interoperability agreements with the neighboring turnpike authorities including Kansas and Texas. The Project will evaluate the percentage of out-of-state passthrough traffic on the Oklahoma Turnpike and will conduct traffic studies to determine the percentage on major interstates off the turnpike. Based on this data, ODOT and OTA will evaluate innovative strategies to identify and bill out-of-state vehicles and the potential to modify and use existing tolling interoperability agreements with adjacent states for RUC. This could eventually include leveraging the national tolling interoperability hubs.

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VISION, GOALS, AND OBJECTIVES

The proposed vision, goals, and objectives demonstrated throughout this section directly align with the STSFA goals and objectives.

Vision

The Oklahoma RUC Program will provide a sustainable transportation revenue source for the state of Oklahoma that ensures a fair and equitable tax burden. The Project will allow flexibility and choice for a variety of stakeholder and user preferences and needs. RUC fees may be established to reflect actual infrastructure impact from different types of vehicles, emission profiles of different vehicles, and other parameters. Project flexibility will allow the state and its individual jurisdictions to meet their transportation goals including greenhouse gas emissions targets, Justice 40 goals, funding goals, and desire for value-added motorist services. The Project will also identify a means to evaluate user understanding and acceptance of RUC among urban, rural, and Tribal Nation users by addressing the unique challenges within the distinctive populations.

Goals

During the span of the Project, ODOT will develop a voluntary RUC pilot program to meet the following goals:

- Engage the public and stakeholders so all users of Oklahoma’s highway system voices are heard while developing Oklahoma’s RUC program;
- Develop a fair and equitable solution to declining gas tax revenues for urban, rural, and Tribal Nation drivers while also providing flexibility and choice for a variety of users and vehicle types;
- Effectively and accurately measure VMT and vehicle weight, collect charges, audit collections, and enforce RUC compliance;
- Minimize RUC transaction costs by leveraging existing tolling back office operations and capabilities and optimizing the interface between the tolling back office and third-party account managers;
- Determine how declining gas tax revenues are impacting Tribal Nations; and
- Evaluate and identify the most effective methods to collect out-of-state passthrough users through modification of existing tolling interoperability agreements.

Objectives

The objectives outlined in Table 1 on the following page align with Project goals, the Oklahoma HB 1712 legislative directives, and the STSFA grant requirements:
TABLE 1: PROGRAM OBJECTIVES

<table>
<thead>
<tr>
<th>Test the design, acceptance, and implementation of user-based alternative revenue mechanisms</th>
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<tbody>
<tr>
<td>• Study the availability, adaptability, reliability and security of recording and reporting VMT usage and vehicle weight.</td>
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<tr>
<td>• Recruit a cross section of users in the pilot program, including members of the Tribal Nations.</td>
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<tr>
<td>• Coordinate with Tribal Nations to better understand their current benefit from fuel tax revenues.</td>
<td></td>
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<tr>
<td>• Conduct outreach and evaluate how RUC can meet mobility goals and gain public support.</td>
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<tr>
<td>• Evaluate how regional RUC policies can be accommodated in a statewide pilot program.</td>
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<table>
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<tr>
<th>Improve the functionality of such user-based alternative revenue mechanisms</th>
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<tr>
<td>• Identify the interface protocols that will allow technology vendors to interface with the existing OTA back office system.</td>
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<tr>
<td>• Engage private third-party account manager(s) to identify innovative RUC data collection technologies and methods.</td>
<td></td>
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<tr>
<td>• Ensure processes for protecting the integrity of the data and safeguarding the privacy of drivers.</td>
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<tr>
<th>Conduct outreach to increase public awareness</th>
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<tbody>
<tr>
<td>• Consult with users to ensure fair and equitable distribution of gas tax burden across all vehicles types.</td>
<td></td>
</tr>
<tr>
<td>• Sample individuals willing to participate in the voluntary pilot program for testing purposes.</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Provide recommendations regarding adoption and implementation of user-based alternative revenue mechanisms</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Develop and implement a voluntary pilot program to assess VMT and vehicle weight-based revenue collection.</td>
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<tr>
<td>• Collaborate with neighboring states on potential interoperability opportunities to capture out-of-state drivers.</td>
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<table>
<thead>
<tr>
<th>Minimize the administrative cost of any potential user-based alternative revenue mechanisms</th>
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</thead>
<tbody>
<tr>
<td>• Study the ease and cost of administering the collection of RUC taxes and fees.</td>
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</tr>
<tr>
<td>• Demonstrate through a voluntary pilot program that transaction costs can or cannot be minimized through use of an established tolling back office system to process RUC transactions.</td>
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</table>
CHALLENGES & OPPORTUNITIES

As a component of the Project, ODOT has identified distinct opportunities that will enhance components of Oklahoma’s RUC Program. These opportunities are as follows:

- Exploring and establishing a wide range of equitable and sustainable pricing capabilities.
- Testing the viability of multiple pricing methodologies for different types of users, regions, and jurisdictions.
- Developing programs that ensure a fair and equitable distribution of the tax burden throughout the state including Justice 40 considerations and Tribal Nations.
- Testing acceptance with a variety of collection methodologies and rate classifications to identify what works best for Oklahomans.

In addition to its characteristic opportunities, the Project will also address RUC challenges inherent to Oklahoma as well as general RUC-related challenges. These are:

- How to securely and privately collect, manage, process, and store data in a state largely concerned with privacy.
- How to identify, measure usage of, and collect funds from out-of-state passthrough traffic.
- How to establish an equitable RUC rate for users of the turnpike system (avoiding double charges).
- How to work cooperatively with other jurisdictions (e.g., states or Tribal Nations).
- How to cost-effectively and efficiently collect RUC.
- How to uniquely tailor RUC to urban, rural, and Tribal Nation users.
GEOGRAPHIC DESCRIPTION OF SERVICE AREA

The Oklahoma RUC Program will be implemented throughout the entire state. Oklahoma is centrally located and is bordered by the states of Kansas, Missouri, Arkansas, Texas, New Mexico, and Colorado. Interstates 35, 40, and 44 intersect in the center of the state, in and around Oklahoma City, providing wide-reaching connections for passenger and freight transport. Figure 3 below shows Oklahoma’s geographic location and surrounding states.

FIGURE 3: OKLAHOMA CONTEXT MAP

Oklahoma has both urban and rural populations. Many users of the state’s roadways carry out-of-state freight or passenger traffic that passes through urbanized and rural areas. As mentioned previously, there are 38 federally recognized Tribal Nations within the state, many of which operate separate government services and authorities.
PROJECT GOVERNANCE

STATE & LEAD AGENCY IDENTITY

The Oklahoma Department of Transportation is the Project’s lead agency responsible for administering project funds and conducting and managing the pilot program demonstration. ODOT is committed through its mission to “provide a safe, economical and effective transportation network for the people, commerce and communities of Oklahoma.” ODOT has a proven record of effectively administering federal grant funding and will ensure all agreed-upon components of the Project are successfully managed, tracked, and implemented.

DESCRIPTION OF MULTIAGENCY PARTNERSHIP

ODOT will work in close coordination with OTA and Oklahoma’s Tribal Nation community. ODOT has a long-standing partnership with OTA that promotes fiscal responsibility and economic development for the State of Oklahoma. ODOT and OTA developed an interagency agreement to define their cooperative efforts for this Project. As a key component of the Project, ODOT aims to establish consistent collaboration with Oklahoma’s Tribal Nation community and will partner with a representative Tribal Nation for the pilot program. The purpose of this partnership is to gain insight on implementing RUC across multiple sovereign nations while ensuring fairness and equity.

DEMONSTRATION PERIOD

The Project’s demonstration will serve as both a test of the Project’s current development stage at the time of its deployment and a learning opportunity intended to fine tune and tailor the Project to Oklahoma. The pilot program development and evaluation will span two to three years with approximately 6 months of active data collection and test transaction processes for approximately 250-750 participants. During the demonstration period, users will be able to opt-in or -out and can select the VMT reporting method best suited to them.

<table>
<thead>
<tr>
<th>Considerations</th>
<th>Policy</th>
<th>RUC Mechanics</th>
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<tbody>
<tr>
<td>Recruitment of Participants</td>
<td>VMT Recording and Reporting Options (telematics, odometer, etc.)</td>
<td>Account Manager</td>
</tr>
<tr>
<td>Communications Plan</td>
<td>Pricing Strategy (flat, variable, location, time, vehicle class, etc.)</td>
<td>Regulatory Compliance</td>
</tr>
<tr>
<td>Privacy &amp; Data Security</td>
<td>Exemptions or Discounts</td>
<td>VMT and Weight Recording and Reporting</td>
</tr>
<tr>
<td>Administrative Costs</td>
<td>Revenue Target (neutral or supplemental)</td>
<td>Revenue Collection ( invoicing and processing)</td>
</tr>
<tr>
<td>Organizational Impacts</td>
<td>Incentives for Participation</td>
<td>Enforcement</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pilot Program Evaluations</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Reporting Requirements</td>
</tr>
</tbody>
</table>

PHASING

The Oklahoma RUC pilot program is comprised of three phases as shown in Table 3 below. Future phases of RUC program implementation may include discussions with adjacent states about interoperability, expansion of the pilot program to test a larger set of volunteer participants, or statewide expansion of the pilot program.

TABLE 3: PILOT PROGRAM PHASES AND KEY TASKS

<table>
<thead>
<tr>
<th>Phase</th>
<th>Description</th>
<th>Key Tasks</th>
<th>Time Frame</th>
</tr>
</thead>
</table>
| 1     | Initiation and Setup | • Develop and implement a communication and outreach plan.  
• Recruit and enroll up to 250-750 volunteer participants.  
• Set up automated reporting system.  
• Setup systems to provide prototypical electronic billings.  
• Develop API to communicate with OTA back office.  
• Onboard volunteer participants. | 4 Months |
| 2     | Pilot Program Deployment | • Collect VMT and mileage data and transmit to OTA back office systems.  
• Process and evaluate electronic transactions.  
• Create prototypical bills showing RUC fees and tolls (where applicable).  
• Monitor and evaluate coordination between account manager and OTA back office systems.  
• Survey participants about their experience. | 6 Months |
| 3     | Evaluation and Reporting | • Survey participants about their experience.  
• Analyze and report project costs to scale up system and lessons learned to RUC Task Force.  
• Develop interim report for Oklahoma Legislature.  
• Evaluation and final report for FHWA.  
• Communicate results to stakeholders. | 2 Months |
VOLUNTEER USER GROUPS

The Oklahoma RUC pilot program will include a cross-section of users throughout the state. This includes multiple user groups and vehicle types as directed in HB 1712. Volunteers will be recruited from current PIKEPASS users and non-PIKEPASS users. Within each of the remaining user groups, a cross-section of volunteers that are representative of the demographics of the state will be recruited from urban and rural areas, Tribal Nations, and different groups.

TABLE 4: TARGET PILOT PROGRAM VOLUNTEER USER GROUPS

<table>
<thead>
<tr>
<th>Cohort</th>
<th>User Group</th>
<th>% of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PIKEPASS Users</td>
<td>50%</td>
</tr>
<tr>
<td></td>
<td>Non-PIKEPASS Users</td>
<td>50%</td>
</tr>
<tr>
<td>2</td>
<td>Urban</td>
<td>67%</td>
</tr>
<tr>
<td></td>
<td>Rural</td>
<td>33%</td>
</tr>
<tr>
<td>3</td>
<td>Tribal Members</td>
<td>13%</td>
</tr>
<tr>
<td></td>
<td>Non-Tribal Members</td>
<td>87%</td>
</tr>
<tr>
<td>4</td>
<td>Below Poverty Level</td>
<td>15%</td>
</tr>
<tr>
<td></td>
<td>Above Poverty Level</td>
<td>85%</td>
</tr>
</tbody>
</table>
VEHICLE PARTICIPATION

The Oklahoma RUC Program will evaluate a variety of vehicle types to test the effectiveness of RUC to provide fair and equitable pricing strategies across the vehicle spectrum. Vehicle types will include motorcycles, passenger cars and vans, passenger SUVs and trucks, bus and RVs, commercial delivery trucks, rental car fleets and public agency fleets (transit). The mix will also include gasoline/hybrid vehicles and electric vehicles. Because truckers are already required to report interstate mileage as part of the International Fuel Tax Agreement (IFTA) program, commercial trucks will be excluded from the pilot program. The vehicle types that will be selected for the Project include:

1. Motorcycles
2. Private passenger gasoline/hybrid cars and vans
3. Private passenger electric cars and vans
4. Private gasoline/hybrid SUVs and trucks
5. Private electric heavy SUVs and trucks
6. Private bus and RVs
7. Commercial delivery trucks
8. Rental car fleets
9. Public agency fleets
EVALUATION AND REPORTING PLAN

Project components and findings will be detailed and evaluated in a pilot evaluation report to be submitted at the end of the pilot program. The following items will be provided in the pilot evaluation report:

- Project costs
- Schedule
- Risk mitigation
- Tribal Nation considerations
- Level of public acceptance
- RUC rate determination/breakdown
- Interoperability
- Privacy considerations
- Data collection methods
- Potential for statewide RUC implementation
- Recommendations for future RUC programs

This pilot evaluation report will address how the pilot program overcame the previously identified Project challenges listed below:

- How to securely and privately collect, manage, process and store RUC data in a state concerned with privacy;
- How to establish an equitable RUC rate for users and vehicle types;
- How to work cooperatively with other jurisdictions (e.g., states or Tribal Nations);
- How to cost-effectively and efficiently collect RUC;
- How to uniquely tailor the RUC program throughout the state including urban, rural, all income levels, and Tribal Nation users; and
- How to identify, measure usage of, and collect funds from passthrough out-of-state drivers and evaluate the potential to leverage existing interoperability agreements.

FIGURE 4: OTA’S EXISTING INTEROPERABILITY PARTNERS

- Harris County Toll Road Authority (HCTRA)
- North Texas Tollway Authority (NITA)
- Kansas Turnpike Authority (KTA)
- Fort Bend Grand Parkway Toll Road Authority
- Central Texas Regional Mobility Authority (CTRMA)
- Texas Department of Transportation (TxDOT)
Oklahoma Road User Charge (RUC) Program – STSFA Narrative

DATA COLLECTION, MANAGEMENT, STORING, TRANSMITTING AND PURGING

Collection

Data will be collected and processed by a private third-party account manager. Customer privacy and security is at the forefront of Oklahoma’s RUC Program. Like many others, Oklahomans have expressed apprehensions with RUC because of the security and privacy implications of data and location sharing. In consideration of these concerns, the Project will provide multiple methods for data reporting and collection. These options range from relatively lower-tech methods such as prepaid mileage or VMT to high-tech, in-vehicle telematic devices. A low-tech option would be to provide an option to pay a yearly flat fee.

FIGURE 5: POTENTIAL REVENUE COLLECTION METHODS

The Project will be elective, and participants can select which data collection method they wish to use. Personal user information, such as contact, vehicle, and data collection preferences, will be collected as part of the program registration process. The amount and nature of information collected will depend on the reporting method selected by the participant. VMT and location data will also be collected for some reporting methods. Only the information required to create and process RUC transactions will be collected.

Management

Raw data will be managed by private third-party account manager(s) who will provide the necessary and relevant information to process the RUC transaction to the OTA’s tolling back office through an API. Depending on the participant’s chosen VMT reporting method, data will either be collected or self-reported to the account manager by users. By using third-party vendors to collect, process and manage the data, the Project will minimize risk and avoid any constraints imposed by public agencies. This will allow Oklahoma’s future RUC program to effectively
adapt to changing technologies as they become more readily available, ultimately providing a savings of cost and time.

Storing
All usage-related data provided by the third-party account manager will be stored in OTA’s existing back office system. Customer contact and vehicle information will be utilized solely for RUC or toll billing and will not be shared with any other agency or third-party. OTA is committed to maintaining Payment Card Industry (PCI) compliance. OTA is currently a Level 2 Merchant, processing ~2.6 million credit card transactions annually. OTA partners with 3rd party firms to annually audit and ensure OTA complies with the PCI Data Security Standard.

Transmitting
Project data will be transmitted from users to the third-party account managers(s) through transponders, telematic devices, or self-reporting methods. A common API will be developed that will allow the account managers to transmit relevant usage data to the OTA back office.

Purging/Retention
At the conclusion of the pilot program, only information required to evaluate the project and report results will be retained. Personally Identifying Information (PII) will be deleted from all systems and data will be processed and aggregated in a manner that prevents individual pilot program participants from being identified. The third-party account managers and OTA are well-practiced on widely accepted data purging methods. The Project will leverage OTA’s existing well-established data purging methods to destroy all short-term or irrelevant RUC-related data. OTA has retention policies that purge data from our systems based on statutory compliance and business requirements by type. OTA maintains private storage networks to hold that data, including multiple layers of hardware redundancy, and are physically located at three sites across Oklahoma City to ensure maximum uptime and comply with our disaster recovery policies.
EVIDENCE OF STATE LEGISLATIVE SUPPORT

During the 2021 Regular Legislative Session for the State of Oklahoma, state legislators Hill and Hilbert of the House and Haste of the Senate enacted House Bill 1712, with overwhelming support, which allows for the implementation of and associated fee collection from the Oklahoma Road User Charge Program. This bill also mandates the formation of a RUC Task Force comprising various agency and industry representatives.\(^\text{11}\)

RUC Task Force members will help build Project support by advancing the following directives:

a. “consult with highway users and transportation stakeholders, including stakeholders representing vehicle users, vehicle manufacturers and fuel distributors, to ensure fair and equitable distribution of the gas tax burden across all vehicles regardless of fuel source,

b. study the availability, adaptability, reliability, and security of methods that may be used in recording and reporting public road usage,

c. study the ease and cost of administering the collection of taxes and fees as an alternative to the current system of taxing highway use through motor vehicle fuel taxes,

d. ensure that processes for collecting, managing, storing, transmitting and destroying data are in place to protect the integrity of the data and safeguard the privacy of drivers,

e. collaborate with other states to seek potential interoperability opportunities to capture out-of-state drivers traveling through Oklahoma,

f. develop and implement a voluntary pilot program to assess the potential for mileage-based revenue collection for Oklahoma's roads and highways as an alternative to the gas tax system,

g. through public outreach, secure a sampling of individuals willing to participate in the pilot program for testing purposes in lieu of paying certain vehicle registration fees, and

h. seek available federal funds for studies, demonstration projects or pilots associated with the Oklahoma Road User Charge Program's implementation.”

The bill requires the Task Force to report their findings and recommendations to the Legislature\(^\text{12}\).


In addition to the Oklahoma RUC task force members, the Project has already received broad support from both elected officials and public and private agencies. Table 5 below provides a list of the organizations that have submitted a Letter of Support for the Project. Letters of support can be found in Appendix E.

**TABLE 5: LETTERS OF SUPPORT**

<table>
<thead>
<tr>
<th>Elected Officials</th>
<th>Supporting Organizations</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Senator John Haster</td>
<td><img src="image" alt="OARC Logo" /></td>
</tr>
<tr>
<td>State Representative Kyle Hilbert</td>
<td><img src="image" alt="acog Logo" /></td>
</tr>
<tr>
<td>State Representative Brian Hill</td>
<td><img src="image" alt="INCOG Logo" /></td>
</tr>
</tbody>
</table>

**PLAN FOR IMPLEMENTATION**

A pilot evaluation report will be submitted to the Oklahoma Legislature at the end of the pilot that will provide full statewide results of the pilot program. Based on these results, the report will provide next steps for scaling up the program for full implementation and will include cost estimate projections.

**ADDRESSING LEGISLATIVE REQUIREMENTS**

The pilot program will address all Federal requirements and State legislative directives outlined in HB 1712 as shown in Table 6 on the following page.
## TABLE 6: COMPLIANCE ACTIONS

<table>
<thead>
<tr>
<th>Federal Requirements and Priorities</th>
<th>Compliance Demonstrating Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implementation</td>
<td>• Legislation requires the Task Force to conduct a pilot program and to provide an initial report.</td>
</tr>
<tr>
<td>Interoperability</td>
<td>• Evaluate modifying existing tolling interoperability agreements for passthrough traffic RUC collection.</td>
</tr>
</tbody>
</table>
| Public Acceptance                  | • RUC task force comprises a diverse set of agency and industry representatives charged with educating and marketing RUC to Oklahomans.  
• Task force actions will include various stakeholder consultations, surveys, and distribution of educational materials. |
| Protection of Personal Privacy     | • Project participants will have the choice of VMT reporting methods.  
• All personal information will be securely stored through private servers or external cloud-based services.  
• All irrelevant data will be purged through established systems. |
| Use of Independent Vendors for Fee Collection and Operation | • ODOT will test the cost efficiency of private third-party vendors for RUC data collection, processing, and management. |
| Market-Based Congestion Mitigation Impacts | • N/A |
| Equity/Justice 40 Concerns          | • Outreach and analysis will be conducted across a variety of communities and demographic groups to identify the current benefits and burdens of mobility services and funding mechanisms to inform inclusive and equitable RUC policies.  
• The Project ensures the fair and equitable distribution of RUC through variable pricing.  
• Pricing determined by VMT and weight.  
• Pricing will be tailored to urban and rural users, income classes, and Tribal Nation populations. |
| Ease of Compliance for Different Users | • Users will eventually have a choice of private account managers/technology vendors to report their VMT.  
• Potential value-added services will be explored to incentivize RUC and help ensure RUC compliance. |
| Reliability and Security of Technology Used | • Project will investigate the availability, adaptability, reliability and security of recording and reporting usage.  
• Private account managers will be utilized for added protection and security for the system. |
CONCLUSION

The Project will assess the effectiveness of our tailored strategies to meet the regional needs of our citizens, collect revenue from out-of-state users and leverage an existing tolling back office. The Project will define the differences between RUC implementation and the current gas tax system. These differences will help to better understand what RUC will look like for the rural, urban, and Tribal Nation communities as the program will strive to accommodate a wide variety of user needs. The results of the pilot program will offer policy makers insights into how RUC can achieve a variety of policy goals (equity, climate, congestion, behavior, investment, community benefits) while also securing a sustainable revenue source. Based on the pilot evaluation, ODOT and the RUC Task Force will provide a report documenting the findings to the Oklahoma legislature as directed in HB 1712. In addition to the evaluation, the report will include next steps for implementation of a RUC program.

PROJECT SCHEDULE AND DELIVERABLES

The Project schedule outlined below identifies the critical path tasks for the Project, including the ODOT Task Force Coordination, the pilot program deployment and evaluation. Note, Oklahoma HB 1712 requires a legislative report from the RUC Task Force. This report will include information and outcomes from the pilot evaluation.

FIGURE 6: PROJECT SCHEDULE
### TABLE 7: DELIVERABLES

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Approximate Due Date</th>
<th>STSFA NOFO Compliance</th>
<th>Section 508 Compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project management plan</td>
<td>Q4 2022</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Develop policy framework</td>
<td>Q1 2023</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Develop pricing strategies and technologies developed to meet objectives</td>
<td>Q2 2023</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Define user needs &amp; data privacy requirements</td>
<td>Q2 2023</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Develop modeling &amp; pricing strategies</td>
<td>Q2 2023</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Develop API to communicate with OTA back office</td>
<td>Q2 2023</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Report on stakeholder analysis, outreach, &amp; equity</td>
<td>Q4 2023</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Report on system design recommendations &amp; next phase deployment</td>
<td>Q4 2024</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Traffic studies to determine percentage of out-of-state passthrough drivers</td>
<td>Q4 2023</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Report detailing strategies to address out-of-state passthrough traffic including coordination with adjacent states on RUC interoperability; this will include the potential to also expand to national tolling interoperability hubs</td>
<td>Q4 2023</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Interim Oklahoma RUC Task Force Report</td>
<td>Q4 2023</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Report on how the demonstration activities carried out with grant funds meet the objectives of the program</td>
<td>Q4 2024</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Submit Pilot Evaluation report detailing lessons learned for future deployment</td>
<td>Q4 2024</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>
STAFFING DESCRIPTION

STAFF ROLES AND RESPONSIBILITIES

The table below outlines the roles and responsibilities for the pilot program. This team is currently supporting the RUC Task Force and is organized to ensure that all pilot program components are addressed. The primary point of contact for the pilot, Russell Hulin, can be found in row 3. Bios for all key staff listed in the table below can be found in Appendix A: Staff Bios.

TABLE 8: STAFF ROLES AND RESPONSIBILITIES

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Project Role</th>
<th>Project Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim Gatz</td>
<td>ODOT and OTA</td>
<td>Executive Director ODOT/Executive Director OTA</td>
<td>Coordination and updates to RUC West</td>
</tr>
<tr>
<td>Dawn Sullivan</td>
<td>ODOT</td>
<td>Agency Deputy Director</td>
<td>Overall project oversight</td>
</tr>
<tr>
<td>Russell Hulin</td>
<td>ODOT</td>
<td>RUC Program Advisor</td>
<td>Task Force/Pilot Program Advisor and primary point of contact for the pilot</td>
</tr>
<tr>
<td>Laura Chaney</td>
<td>ODOT</td>
<td>Planning and Outreach</td>
<td>FHWA coordination and STSFA grant compliance</td>
</tr>
<tr>
<td>Rick Johnson</td>
<td>ODOT</td>
<td>Director of Capital Programs</td>
<td>Coordination with account manager(s) and PMC</td>
</tr>
<tr>
<td>David Machamer</td>
<td>OTA</td>
<td>OTA Coordination</td>
<td>OTA back office coordination</td>
</tr>
<tr>
<td>Montie Smith</td>
<td>ODOT</td>
<td>Pilot Program Support</td>
<td>Pilot evaluation and reporting</td>
</tr>
<tr>
<td>Joni Seymour</td>
<td>ODOT</td>
<td>Chief Innovation Officer</td>
<td>Systems development and interoperability opportunities</td>
</tr>
<tr>
<td>Chelley Hilmes</td>
<td>ODOT</td>
<td>Director of Finance &amp; Administration Chief Financial Officer</td>
<td>Assist with the development of pricing strategies</td>
</tr>
<tr>
<td>Jessica Brown</td>
<td>Oklahoma Transportation Cabinet</td>
<td>Director of Strategic Communications</td>
<td>Responsible for project outreach activities</td>
</tr>
</tbody>
</table>
FUNDING DESCRIPTION

As shown in the Table 9 below, ODOT’s total proposed project cost for the pilot program is $3,810,000. The table provides a breakdown by phase and funding distribution. ODOT will use a combination of state general transportation funds and tolling credits (soft match) for the state match. At a minimum, ODOT is committing $500,000 in general transportation funds to the project. A detailed table showing the breakdown of costs is provided in Appendix B: Detailed Budget. This budget will fund all activities described in the Detailed Statement of Work.

<table>
<thead>
<tr>
<th>Phase</th>
<th>Description</th>
<th>State Match</th>
<th>Federal STSFA Funds</th>
<th>Total Project Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Initiation and Setup</td>
<td>$438,150</td>
<td>$438,150</td>
<td>$876,300</td>
</tr>
<tr>
<td>2</td>
<td>Pilot Program Deployment</td>
<td>$1,143,000</td>
<td>$1,143,000</td>
<td>$2,286,000</td>
</tr>
<tr>
<td>3</td>
<td>Evaluation and Reporting</td>
<td>$323,850</td>
<td>$323,850</td>
<td>$647,700</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$1,905,000</td>
<td>$1,905,000</td>
<td>$3,810,000</td>
</tr>
</tbody>
</table>
APPENDICES

APPENDIX A: STAFF BIOS

Tim J. Gatz

Executive Director / Secretary of Transportation

In early 2019, Tim Gatz was appointed Secretary of Transportation by Gov. Kevin Stitt and the Oklahoma Transportation Commission named him Oklahoma Department of Transportation Executive Director, effective April 1, 2019.

Prior to that appointment, Tim was named the Executive Director of the Oklahoma Turnpike Authority in 2016 and previously served more than two decades at the Oklahoma Department of Transportation.

Tim started his career at ODOT as a Drafting Technician in 1990. Then in 1992, he became the Enhancements Program Coordinator and moved up to Special Projects Manager in 1997. In 2000, he became Division Manager of the Project Management Division where he was instrumental in the development of ODOT’s Eight-year Construction Work Plan.

Tim was promoted to the Senior Staff position of Director of Capital Programs and Information Management in 2006 and led the department’s coordination with county governments to develop and deliver the County Improvements for Roads and Bridges Program which provides dedicated funds for high-priority county transportation projects statewide. He served as Deputy Director from 2013 until his appointment to OTA in 2016.

Tim earned a bachelor’s degree in landscape architecture from Oklahoma State University in 1989 and is a registered professional landscape architect. He has received several honors including the Oklahoma Good Roads & Transportation Association’s Bill Skeith Stewardship Award, the Governor’s Public Service Award and the Federal Highway Administration’s Partners In Quality Award. He is a member of the American Association of State Highway and Transportation Officials, the International Bridge, Tunnel and Turnpike Association and the American Society of Landscape Architects.
Dawn Sullivan, P.E.

Deputy Director

Dawn Sullivan was named the Deputy Director for the department in May, 2019 and effective July, 2019. In this senior staff position, Sullivan oversees all day-to-day administration and strategic planning for the department.

With more than 33 years dedicated to the department, Dawn began her career with ODOT as an engineering student at the University of Oklahoma. A registered Professional Engineer, Sullivan has served in Roadway Design, Planning & Research, and Environmental Programs prior to her appointment to executive staff as a Director of Capital Programs in 2016.

Dawn is a founding member of Women’s Transportation Seminar International, Oklahoma Chapter, is a Certified Public Manager, and has completed the Governor’s Executive Development Program for State Officials and the National Transportation Advanced Leadership Institute certifications.

Russell Hulin

Road User Charge (RUC) Task Force/Pilot Program Advisor

Russell Hulin will serve as the RUC Program Advisor for Oklahoma assisting in the coordination and development of the pilot program.

He served as the Director of Finance and Administration and CFO for the Oklahoma Department of Transportation (ODOT) for six years and three years concurrently as the Deputy Director. During that tenure he represented ODOT on the RUC West Steering Committee and was involved in multiple studies and projects relating to road user funding alternatives.

He has over 37 years of experience serving in various financial and management-related positions since beginning employment with the state of Oklahoma in 1984. He served as the Chief Financial Officer for the Oklahoma Tax Commission from 1997 through 2012 and as their Deputy Executive Director before joining ODOT.

Russell is a Certified Public Accountant and member of the Oklahoma Society of Certified Public Accountants.
Laura Chaney

Planning & Performance

Laura Chaney started her career in transportation with the Oklahoma Department of Transportation (ODOT) in 2004. She brings a wealth of transportation knowledge to the table, serving in different capacities in Roadway Design Division, Right-of-Way & Utilities Division, Local Government Division, and the Planning & Research Division over the course of her 15-year career. In 2010, she was named the MPO and RTPO Coordinator for the Planning & Research Division, where she served as a member on various planning committees statewide. She provided oversight and direction for the States MPO planning activities, served as a voting member on several technical and policy driven committees, and played an integral role in the establishment of the first Regional Transportation Planning Organizations in the State of Oklahoma in 2012. In 2016, Ms. Chaney was named the Planning & Performance Branch Manager for the Strategic Asset & Performance Management Division at ODOT. In this position, she oversees the development of all statewide planning documents for the Department, MPO and RTPO coordination and planning activities, and Active Transportation statewide planning and policies.

Laura earned her Bachelor of Arts in Administrative Leadership and her master’s degree in Administrative Leadership, both from the University of Oklahoma.

Rick Johnson

Director of Capital Programs

Rick Johnson became the Oklahoma Department of Transportation’s Director of Capital Programs in July 2019.

Johnson began his career with the agency in 1997 as a Transportation CADD Specialist in Roadway Design. In 2001, he moved to the Special Projects Branch of Roadway Design/Project Management Division eventually becoming the Division 8 Project Manager in 2010. Beginning in 2014, Johnson established and oversaw the Facilities Management Division. His most recent position was the Project Management Division Manager from 2016 until 2019.

During his tenure with ODOT, Johnson served as Project Manager for several notable projects: the reconstruction of the Tulsa Metropolitan Area I-244 TIGER Grant, Oklahoma’s first multi-modal bridge crossing to accommodate highway, high-speed intercity and commuter rail, pedestrian and bicycle traffic; as well as Oklahoma’s first fully accelerated bridge construction project on SH-51 over Cottonwood Creek.
Johnson earned his Bachelor of Science in business administration and his master’s degree in business management, both from Southern Nazarene University.

He and his wife, Cindy, have three sons and live in Yukon.

David Machamer

Assistant Executive Director Oklahoma Turnpike Authority

David Machamer has been with the Oklahoma Turnpike Authority for over 31 years. In his position as Assistant Executive Director of Toll and Customer Service Operations, he oversees the PIKEPASS, PlatePay, Electronic Toll Collection System, Customer Service, and Cash Toll Collection Operations. David has also served in many capacities with Tolling Industry Associations and currently serves as the chair of the IBTTA Toll Excellence Awards Committee; he earned his Bachelor of Business Administration Degree in Accounting from the University of Oklahoma and his Masters of Business Administration Degree from the University of Central Oklahoma and is a Certified Public Accountant.

Montie Smith

Policy and Legislation Administrator

Montie Smith was appointed to the position of Policy and Legislative Administrator in May of 2016 for the Oklahoma Department of Transportation. She serves as liaison with the legislature where she will review proposed bills and work to ensure the Department’s concerns are acknowledged and protected, in addition to oversight of policies and administrative rules. Smith previously served as Manager for the Outdoor Advertising Control Branch, in the Right-of-Way and Utilities Division.

Smith began her career with the agency in 1983 as a Transportation Field Clerk for the Division Three headquarters in Ada and then moved to Oklahoma City to work in the Research and Development Division in 1988. Later in 1993, she took a position with the Outdoor Advertising Control Branch where she was later promoted to Manager.

Her accomplishments include being a long standing member of the National Alliance of Highway Beautification Agencies, serving on the Southwest Region Standing Committee and various other beautification organizations during her tenure in Outdoor Advertising. Smith was
recently appointed to serve on the “Keep Oklahoma Beautiful” Board of Directors to represent ODOT.

**Joni Seymour**

**Chief Innovation Officer**  
**Oklahoma Transportation Cabinet**

Joni serves as Chief Innovation Officer (CINO) for the Oklahoma Transportation Cabinet Agencies, which include the Oklahoma Department of Transportation, Oklahoma Turnpike Authority and Oklahoma Aeronautics Commission, in April 2021.

Joni works with every business unit across the entire state Transportation Cabinet to promote innovation that streamlines organizational and technological processes. Joni reports directly to Oklahoma Secretary of Transportation Tim Gatz.

Most recently Joni served as chief information officer for OTA, beginning in 2017. She was responsible for information technology matters relating to personnel, budget and the overall technological system at the agency. Her career with OTA began in 2004 when she was hired as a technology analyst where she remained until 2010 when she was promoted to be a software development manager. She worked in this role until 2013 when she left to work in the private sector briefly before returning to OTA in 2017.

While at OTA, Joni oversaw successful implementation of a system to provide interoperability with partner tolling agencies in Kansas and Texas, allowing PIKEPASS users and users of similar devices from the surrounding states ease of use on multiple turnpike systems. She also supervised multiple system developments and changes to upgrade the tolling infrastructure and backend systems for OTA, including the ongoing switch to All Electronic Tolling.

Joni earned her associate degree in computer information systems from Oklahoma State University – Oklahoma City in 2011. She went on to complete her Bachelor’s of Science in organizational leadership at Southern Nazarene University in 2015. In 2017, she finished her Master of Business Administration from SNU. She also has attended the 2018 International Bridge, Tunnel and Turnpike Association Leadership Academy.
Jessica Brown

**Director of Strategic Communications**  
**Oklahoma Transportation Cabinet**

Jessica serves as Director of Strategic Communications for the Oklahoma Transportation Cabinet agencies, which include the Oklahoma Department of Transportation, Oklahoma Turnpike Authority and Oklahoma Aeronautics Commission.

In this position, Jessica engages in all aspects of public relations and marketing to unify the communications and messaging among the Transportation Cabinet. She reports directly to Secretary Gatz. The position was developed as an effort to modernize the cabinet and transportation services.

Most recently Jessica served as Chief of Strategic Engagement at the Oklahoma Department of Corrections where she helped create a strong social media presence and developed numerous communications methods for agency staff and the public to ask questions of senior management, lead the development of promotional and informational videos for the agency’s website and social media platforms, and worked with state legislators to pass a decades-overdue bill giving correctional officers a significant pay raise, among many other accomplishments.

Prior to the ODOC Jessica served as Public Information Director/Legislative Liaison at the Oklahoma State Bureau of Investigation where she was the bureau’s spokesperson, worked with various media outlets, created a social media presence, and worked with state legislators on critical laws that benefitted a variety of investigations.

While at the ODOC, Jessica was awarded the Director’s Award of Excellence in 2019 for her help in coordinating the largest commutation in U.S. history in a record amount of time. This effort followed the passage of State Question 780, reducing certain felony drug and property crimes to misdemeanors affecting the sentences of thousands of inmates. At OSBI, she was awarded the Distinguished Service Award, the Non-Commissioned Employee of the Year and the Tribute to Excellence Award.

She also worked more than a dozen years in the broadcast news industry in several markets, including Tulsa, Oklahoma City and Texarkana, Texas.

Jessica earned a Master of Journalism from the University of North Texas, a Bachelor of Arts in Journalism from the Texas A&M University and has completed more than 100 hours of continuing education while working in state government communications.
RUC OKLAHOMA TASK FORCE MEMBERS

Briere, Rich - Executive Director
Indian Nations Council of Governments (INCOG)
2 West Second Street, Suite 800, Tulsa, OK 74103
rbriere@incog.org

Cleveland, Caden - Director of Legislative & Public Affairs
Office of Management Enterprise Services
2401 N. Lincoln Blvd.,# 206, Oklahoma City, OK 73105
caden.cleveland@omes.ok.gov

Fina, Mike - Executive Director
Oklahoma Municipal League
201 N.E. 23rd, Oklahoma City, OK 73105
mfina@oml.org

Fowler, Jonathan - President
Fowler Auto Group / Oklahoma Automobile Dealers Association
2721 36th Ave NW, Norman, OK 73072
JMF@fowlerholding.com

Grogis, Jessica - Deputy Executive Director
Oklahoma Tax Commission
300 N. Broadway, Oklahoma City, OK 73194
jessica.grogis@tax.ok.gov

Haste, John - Senator
Oklahoma Senate – District 36
2300 N. Lincoln Blvd. #428, Oklahoma City, OK 73105
john.haste@oksenate.gov

Hiett, Todd - Commissioner
Oklahoma Corporation Commission (OCC)
2101 Lincoln Blvd., # 129, Oklahoma City, OK 73105
todd.hiett@occ.ok.gov
Hill, Brian - Representative
Oklahoma House of Representatives – District 47
2300 N. Lincoln Blvd. #336, Oklahoma City, OK 73105
brian.hill@okhouse.gov

Lynn, Michael – Transportation & Infrastructure Executive Director
Cherokee Nation
P.O. Box 948, Tahlequah, OK 74465
mlynn@cherokee.org

Minton, Scott - Director of Business Development
OnCue Express / Oklahoma Petroleum Marketers & Convenience Store Association
916 N. Main Street, Stillwater, OK 74075
s_minton@oncueexpress.com

Newport, Jim - President and CEO
Oklahoma Trucking Association
3909 N. Lindsay Ave., Oklahoma City, OK 73105
jimnewport@oktrucking.org

Schroder, Chris – Accounting/ACCO Legislation
Association of County Commissioners of Oklahoma (ACCO)
429 NE 50th Street, Oklahoma City, OK 73105
chriss@okacco.com

Sweeney, Mark W. - AICP, Executive Director
Association of Central Oklahoma Governments
4205 N. Lincoln Blvd., Oklahoma City, OK 73105
msweeney@acogok.org

Walters, Lyle - Policy & Planning Legislative Liaison
Oklahoma Center for Advancement of Science & Technology (OCAST)
755 Research Parkway, Suite 110, Oklahoma City, OK 73104
lyle.walters@ocast.ok.gov
APPENDIX B: DETAILED BUDGET

The budget below provides a breakdown of estimated costs across all pilot program work activities, including the source of funding and amounts.

**ESTIMATED PILOT COST**

<table>
<thead>
<tr>
<th>Scope Item</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pilot Program Management Support (PMC) Contact</td>
<td></td>
</tr>
<tr>
<td>RUC Pilot Program framework</td>
<td>$250,000</td>
</tr>
<tr>
<td>RUC Pilot Program Management</td>
<td>$500,000</td>
</tr>
<tr>
<td>Evaluation Reporting</td>
<td>$500,000</td>
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<tr>
<td>Account Manager Contract(s)</td>
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<tr>
<td>Upfront Costs</td>
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<tr>
<td>Operations Costs</td>
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<tr>
<td>Device Costs</td>
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<tr>
<td>Reporting and Analysis</td>
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<tr>
<td>RUC Pilot Program Operations</td>
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</tr>
<tr>
<td>Coordination of API data between Account Manager(s) and OTA Back Office</td>
<td>$600,000</td>
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<tr>
<td>Data and Analysis</td>
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<tr>
<td>Data Collection</td>
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<tr>
<td>Traffic Studies</td>
<td>$250,000</td>
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<tr>
<td>Outreach Planning and Implementation</td>
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</tr>
<tr>
<td>Development of Outreach Plan</td>
<td>$150,000</td>
</tr>
<tr>
<td>Focus Groups, Surveys, Public Meetings, Development of Materials</td>
<td>$250,000</td>
</tr>
<tr>
<td>Earned and Paid Media</td>
<td>$350,000</td>
</tr>
<tr>
<td>Incentives</td>
<td></td>
</tr>
<tr>
<td>Incentives to Join Pilot Program</td>
<td>$25,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$3,810,000</strong></td>
</tr>
</tbody>
</table>

**FINANCIAL INFORMATION**

The 50% state match will be accomplished by providing a combination of state general transportation funds and soft match toll credits. At a minimum, ODOT is committing $500,000 in general transportation funds to the project. No in-kind services will be utilized for the state match for this project.
APPENDIX C: ORGANIZATIONAL INFORMATION

1. Identify any exceptions to the anticipated award terms and conditions as contained in Section F, Federal Award Administration Information and the General Terms and Conditions. Identify any preexisting intellectual property that you anticipate using during award performance, and your position on its data rights during and after the award period of performance.

Pursuant to Section F, no exceptions to the anticipated award terms and conditions will be requested and no pre-existing intellectual property will be used for the purposes of this project during award performance.

2. The use of a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number is required on all applications for Federal grants. Please provide your organization’s DUNS number in your budget application (SF-424).

DUNS#: 8247000740000

3. A statement to indicate whether your organization has previously completed an A-133 Single Audit and, if so, the date that the last A-133 Single Audit was completed.

The last audit was completed on July 15, 2021 and is available at St OK Single Audit 20 Web Final.pdf

4. A statement regarding Conflicts of Interest. The Applicant must disclose in writing any actual or potential personal or organizational conflict of interest in its application that describes in a concise manner all past, present or planned organizational, contractual or other interest(s), which may affect the Applicants’ ability to perform the proposed project in an impartial and objective manner. Actual or potential conflicts of interest may include but are not limited to any past, present or planned contractual, financial, or other relationships, obligations, commitments or responsibilities, which may bias the Applicant or affect the Applicant’s ability to perform the agreement in an impartial and objective manner. The Agreement Officer (AO) will review the statement(s) and may require additional relevant information from the Applicant. All such information, and any other relevant information known to DOT, will be used to determine whether an award to the Applicant may create an actual or potential conflict of interest. If any such conflict of interest is found to exist, the AO may (a) disqualify the Applicant, or (b) determine that it is otherwise in the best interest of the United States to contract with the Applicant and include appropriate provisions to mitigate or avoid such conflict in the agreement pursuant to 2 CFR 200.112.

There are no conflicts of interest, as between the organization and any interested parties or individuals named in the application therein and any interested parties which would affect the applicant’s ability to perform this project in an impartial and objective manner pursuant to 2 CFR 200.112.

5. A statement to indicate whether a Federal or State organization has audited or
reviewed the Applicant’s accounting system, purchasing system, and/or property control system. If such systems have been reviewed, provide summary information of the audit/review results to include as applicable summary letter or agreement, date of audit/review, Federal or State point of contact (POC) for such review.

In addition to the Single Audit the Oklahoma State Auditor and Inspector’s Office annually performs audits and reviews of the applicant’s accounting and purchasing controls and systems. The most recent Comprehensive Annual Financial Report was issued on January 29, 2021 and noted no material weaknesses in internal controls relating to financial systems. The Oklahoma State Auditor and Inspector’s Office conducts agreed upon procedure reviews of purchasing expenditures on an annual basis with the most recent report being issued on July 26, 2021. The review indicated minor discrepancies related to P-card transactions. The point of contact for audits and reviews of the applicant is Chelly Hilmes, Director of Finance and Administration, Oklahoma Department of Transportation.

6. Terminated Contracts - List any contract/agreement that was terminated for convenience of the Government within the past 3 years, and any contract/agreement that was terminated for default within the past 5 years. Briefly explain the circumstances in each instance.

Terminated for convenience within the last three years:

1. Panther Industrial Painting LLC – Contract for bridge painting was terminated due to the discovery of structural damage to the bridge that made the contract work unnecessary. The termination was issued June 4, 2021.

2. Jacobs Engineering – Contract for US-70 Kingston Bypass (4.8 miles) from SH-199 extending 5.5 miles southeast. The termination was issued October 2, 2017.

3. Mehlburger Brawley – ISG – Contract for SH-59 over Criner Creek, 5.03 miles south of SH-39 in McClain County. The contract was terminated due to poor performance.

4. Atkins North America, INC – Contract for SH-51A curve realignment located 7.5 miles south of southard in Blaine County. The contract was terminated due to the District 5 decision to not move forward with the alignment and design work at this time. The contract was terminated on October 18, 2017.

5. Triad Design Group – Contract for the I-40 & US-9 Interchange in Sequoyah County. The project completion is dependent on the LPA responsibilities on the project which are not being completed at this time. There are intentions of starting this project at a later date.

Terminated for default within the past five years: None
7. The Applicant is directed to review Title 2 CFR §170 (https://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&tpl=/ecfrbrowse/Title02/2cfr170_main_02.tpl) dated November 12, 2020, and Appendix A thereto, and acknowledge in its application that it understands the requirement, has the necessary processes and systems in place, and is prepared to fully comply with the reporting described in the term if it receives funding resulting from this notice. The text of Appendix A will be incorporated in the award document as a General Term and Condition as referenced under this notice’s Section F, Federal Award Administration Information.

The applicant understands and acknowledges the requirements of the Transparency Act, Title 2 CFR 170, acknowledges that the necessary processes and systems are in place to comply with the Act and will fully comply with the reporting requirements if this application results in funding from the FHWA Notice of Funding Opportunity.

8. Disclose any violations of Federal criminal law involving fraud, bribery, or gratuity violations. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.339 entitled Remedies for Noncompliance, including suspension or debarment. (See also 2 CFR Part 180 and 31 U.S.C. 3321).

There are no violations of Federal criminal law involving fraud, bribery, or gratuity to disclose. The applicant understands that failure to make required disclosures can result in any of the remedies described at 2 CFR 200.339.
APPENDIX D: LETTERS OF SUPPORT

Enclosed in this section are letters of endorsement from the following individuals and organizations:

- State Senator John Haste
- State Representative Brian Hill
- State Representative Kyle Hilbert
- Choctaw Nation Tribal Transit
- Association of Central Oklahoma Governments (ACOG)
- Indian Nations Council of Governments (INCOG)
- Oklahoma Association of Regional Councils (OARC)
- Randall Thomas, Administrator of RUC West. In addition, the following RUC West states have provided letters of support:
  - State of Hawaii Department of Transportation
  - State of Wyoming Department of Transportation
October 11, 2021

The Honorable Pete Buttigieg
Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

Dear Secretary Buttigieg:

Serving Oklahoma in the House of Representatives and as an author of Oklahoma’s Road User Charge Program enacting legislation, I am pleased to submit this letter in support of Oklahoma Department of Transportation’s (ODOT’s) application for 2021 funding through the Surface Transportation System Funding Alternatives (STSFA) program.

The purpose of this infrastructure funding request is to implement Oklahoma HB 1712, which established the Oklahoma Road User Charge Task Force to research alternatives to the state’s current declining fuel tax structure and conduct a road user charge (RUC) pilot program. With the increasing availability of electric/hybrid vehicles and higher MPG standards the traditional fuel tax will continue to decline. This effort will help prepare Oklahoma to provide sustainable revenues for its critical infrastructure going forward.

Oklahoma is uniquely positioned being centrally located in the U.S. at the intersection of three major interstates, along with an extensive turnpike network, creating a significant amount of out of state traffic and commerce. The state also has a large number of Tribal Nations who directly benefit from road use revenues being generated. The proposed pilot will include participants that represent a cross section of Oklahoma drivers including rural, urban, and tribal communities. The pilot will also include a variety of vehicle types, groups, and underserved communities, which will help determine the best potential RUC implementation approach to meet different user needs throughout Oklahoma. This pilot will also provide valuable information for other states considering alternatives to their declining funding sources.

I fully support Oklahoma’s efforts in exploring alternatives to address the need for sustainable funding. Sufficient investments in infrastructure projects are essential to Oklahoma’s and the nation’s economy and our quality of life.

Sincerely,

[Signature]
The Honorable Pete Buttigieg
Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

Dear Secretary Buttigieg:

Serving Oklahoma in the House of Representatives and as an author of Oklahoma’s Road User Charge Program enacting legislation, I am pleased to submit this letter in support of Oklahoma Department of Transportation’s (ODOT’s) application for 2021 funding through the Surface Transportation System Funding Alternatives (STSFA) program.

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I fully support Oklahoma’s efforts in exploring alternatives to address the need for sustainable funding. Sufficient investments in infrastructure projects are essential to Oklahoma’s and the nation’s economy and our quality of life.

Sincerely,

Representative Brian Hill
Oklahoma House of Representatives, District 47
Proudly serving Mustang, Oklahoma City, and Tuttle
October 11, 2021

Dear Secretary Buttigieg:

Serving Oklahoma in the House of Representatives and as an author of Oklahoma’s Road User Charge Program enacting legislation, I am pleased to submit this letter in support of Oklahoma Department of Transportation’s (ODOT’s) application for 2021 funding through the Surface Transportation System Funding Alternatives (STSFA) program.

The purpose of this infrastructure funding request is to implement Oklahoma HB 1712, which established the Oklahoma Road User Charge Task Force to research alternatives to the state’s current declining fuel tax structure and conduct a road user charge (RUC) pilot program. With the increasing availability of electric/hybrid vehicles and higher MPG standards the traditional fuel tax will continue to decline. This effort will help prepare Oklahoma to provide sustainable revenues for its critical infrastructure going forward.

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I fully support Oklahoma’s efforts in exploring alternatives to address the need for sustainable funding. Sufficient investments in infrastructure projects are essential to Oklahoma’s and the nation’s economy and our quality of life.

Sincerely,

Representative Kyle Hilbert
Oklahoma House District 29
October 19, 2021

Johnny James
Director
Choctaw Nation Tribal Transit
PO Box 146
Hugo Oklahoma 74743

To whom this may concern,

On behalf of Choctaw Nation Tribal Transit, I am writing to voice our organization’s strong support of the Oklahoma Department of Transportation’s (ODOT) application for the Surface Transportation System Funding Alternatives Program (STSFA) grant to evaluate a Road User Charge (RUC) program through a preliminary pilot program. The Oklahoma RUC pilot will evaluate sustainable transportation revenue sources for the state of Oklahoma that will ensure a fair and equitable tax burden.

The Choctaw Nation Tribal Transit strongly supports the Oklahoma RUC Program because it will allow the state and its individual jurisdictions to meet their transportation goals for a variety of stakeholder preferences and needs. The RUC pilot will include a sufficient number of participants that represent a cross section of Oklahoma drivers. This includes participants from rural, urban and tribal communities. These participants encompass differing vehicle types, income groups and underserved communities, which will allow the pilot to determine the best implementation for RUC to meet different user needs throughout the state. We strongly urge your support of full funding for the project.

Thank you for your consideration and please contact us should you have questions or if you require additional information.

Sincerely,

Johnny James,  
Director of  
Tribal Transit
October 27, 2021

The Honorable Pete Buttigieg  
Secretary of Transportation  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Dear Secretary Buttigieg:

ACOG is pleased to submit this letter in support of Oklahoma Department of Transportation’s (ODOT’s) application for 2021 funding through the Surface Transportation System Funding Alternatives (STSFA) program.

A road user charge (RUC) pilot program is a critical step in preparing Oklahoma for alternatives to the gas tax in light of an increasingly electric, hybrid, and highly fuel-efficient fleet.

Oklahoma has the third highest number of public electric vehicle (EV) charging fast charging stations (per capita) in the country. Additionally, the state’s low electricity rates and high percentage of renewable energy powering the grid all provide ACOG and Oklahoma opportunities for accelerated EV adoption – a critical part of ACOG’s strategy for improving air quality and staying in-attainment of air quality standards.

ACOG supports ODOT’s focus on inclusion of a diverse set of road users in the pilot, including rural, urban, and tribal communities, as well as a variety of vehicle types, fuel types, groups, and underserved communities. This will help determine the best potential RUC implementation approach.

Exploration of sustainable funding alternatives is urgent, and ACOG fully supports ODOT in this effort.

Sincerely,

Mark W. Sweeney, AICP  
Executive Director
The Honorable Pete Buttigieg  
Secretary of Transportation  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590  

Dear Secretary, Buttigieg:  

I am pleased to submit this letter in support of Oklahoma Department of Transportation’s (ODOT’s) application for 2021 funding through the Surface Transportation System Funding Alternatives (STSFA) program.  

The purpose of this infrastructure funding request is to implement Oklahoma HB 1712, which established the Oklahoma Road User Charge Task Force to research alternatives to the state’s current declining fuel tax structure and conduct a road user charge (RUC) pilot program. With the increasing availability of electric/hybrid vehicles and higher MPG standards the traditional fuel tax will continue to decline. This effort will help prepare Oklahoma to provide sustainable revenues for its critical infrastructure going forward.  

Oklahoma is uniquely positioned being centrally located in the U.S. at the intersection of three major interstates, along with an extensive turnpike network, creating a significant amount of out of state traffic and commerce. The state also has a large number of Tribal Nations who directly benefit from road use revenues being generated. The proposed pilot will include participants that represent a cross section of Oklahoma drivers including rural, urban, and tribal communities. The pilot will also include a variety of vehicle types, groups, and underserved communities, which will help determine the best potential RUC implementation approach to meet different user needs throughout Oklahoma. This pilot will also provide valuable information for other states considering alternatives to their declining funding sources.  

I fully support Oklahoma’s efforts in exploring alternatives to address the need for sustainable funding. Sufficient investments in infrastructure projects are essential to Oklahoma’s and the nation’s economy and our quality of life.  

Sincerely,  

[Signature]  
Rich Briere  
Executive Director
October 26, 2021

The Honorable Pete Buttigieg  
Secretary of Transportation  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590  

Re: Surface Transportation System Funding Alternatives Grant

Dear Secretary Buttigieg,

It is our pleasure to write a letter in support of the grant application being submitted by Oklahoma Department of Transportation for the Surface Transportation System Funding Alternatives Grant.

The funds from this grant will assist the Oklahoma Department of Transportation with the road user pilot program. This program will affect future road use as the state sees the impact of the increase in electrical vehicles, especially to assess the necessity of user fees to replace existing gas taxes.

In conclusion, Oklahoma Association of Regional Councils supports the efforts of the Oklahoma Department of Transportation as they seek external funding for the road user pilot program.

Sincerely,

Ernie Moore, Chairman  
Oklahoma Association of Regional Councils
October 10, 2021

The Honorable Pete Buttigieg  
Secretary of Transportation  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Dear Secretary Buttigieg:

As Administrator of RUC West, I am pleased to submit this letter of support for the Oklahoma Department of Transportation (ODOT) grant application for fiscal year 2022 funding through NOFO 693JH621-STSFA Surface Transportation System Funding Alternatives (STSFA) program.

RUC West was founded in 2013 and is a voluntary coalition of state Departments of Transportation committed to collaborative research and development of a potential new transportation funding method that would collect a road usage charge from drivers based on road usage. RUC West currently has 18 member states. The work of RUC West builds relationships between states, brings varied perspectives together on common research activities and forms the foundation for interoperability opportunities and benefits including economies of scale.

Finding solutions to the declining transportation funding challenges faced by the states is critical to finding successful solutions for the entire nation.

ODOT has legislation, HB 1712, which established the Oklahoma Road User Charge Task Force to research alternatives to the state’s current declining fuel tax structure and conduct a road user charge (RUC) pilot program. The proposed pilot will include participants that represent a cross section of Oklahoma drivers including rural, urban, and tribal communities. The pilot will also include a variety of vehicle types, groups and underserved communities, which will help determine the best RUC implementation approach to meet different user needs throughout Oklahoma. Oklahoma is uniquely positioned being centrally located in the U.S. at the intersection of three major interstates, along with an extensive turnpike network, creating a significant amount of out of state traffic and commerce. The state also has a large number of Tribal Nations who directly benefit from road use revenues being generated.

The Oklahoma Department of Transportation proposal furthers the goals of RUC West by leveraging our member states working relationships to explore the feasibility of a road usage charge (RUC). We urge your full and fair consideration.

Sincerely,

Randal Thomas  
Administrator, RUC West

cc: Tim Gatz, Executive Director, Oklahoma Department of Transportation  
Dawn Sullivan, P.E., Deputy Director, Oklahoma Department of Transportation  
Angela Fogle, STSFA Program Manager, Federal Highway Administration, USDOT
VIA Email: DSullivan@odot.org; chilmes@odot.org; russellhulin@gmail.com

The Honorable Pete Buttigieg
Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, District of Columbia 20590

Dear Secretary Buttigieg:

On behalf of Hawaii Department of Transportation (HDOT), I am pleased to submit this letter in support of Oklahoma Department of Transportation’s application for 2021 funding through the Surface Transportation System Funding Alternatives program.

The purpose of this proposal is to implement HB 1712, which established the Oklahoma Road User Charge Task Force to research alternatives to the state’s current declining fuel tax structure and conduct a road user charge (RUC) pilot program. This effort will help prepare Oklahoma for potential implementation of a road user charge system to provide sustainable revenues for its critical infrastructure funding going forward.

Oklahoma is uniquely positioned being centrally located in the U.S. at the intersection of three major interstates, along with an extensive turnpike network, creating a significant amount of out of state traffic and commerce. The state also has a large number of Tribal Nations who directly benefit from road use revenues being generated. The proposed pilot will include participants that represent a cross section of Oklahoma drivers including rural, urban, and tribal communities. The pilot will also include a variety of vehicle types, groups, and underserved communities, which will help determine the best RUC implementation approach to meet different user needs throughout Oklahoma. This pilot will also provide valuable information for other states considering the implementation of a road user charge system.

The Western Road Usage Charge Consortium (RUC West) was founded in 2013 and is a coalition of state Departments of Transportation committed to collaborative research and development of a potential road user charge. As a RUC West member state, we are interested in the national development of road usage charging and believe this pilot will assist in advancing the best alternatives for all states.
We fully support Oklahoma’s efforts to the development of a potential road user charge program and exploring issues that have a nationwide impact.

Sincerely,

[Signature]

EDWIN H. SNIFFEN
Deputy Director, Highways Division
October 6, 2021

The Honorable Pete Buttigieg
Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

Dear Secretary Buttigieg:

I am pleased to submit this letter in support of Oklahoma Department of Transportation’s (ODOT’s) application for 2021 funding through the Surface Transportation System Funding Alternatives (STSFAs) program.

The purpose of this proposal is to implement HB 1712, which established the Oklahoma Road User Charge Task Force to research alternatives to the state’s current declining fuel tax structure and conduct a road user charge (RUC) pilot program. This effort will help prepare Oklahoma for potential implementation of a road user charge system to provide sustainable revenues for its critical infrastructure funding going forward.

Oklahoma is uniquely positioned being centrally located in the U.S. at the intersection of three major interstates, along with an extensive turnpike network, creating a significant amount of out of state traffic and commerce. The state also has a large number of Tribal Nations who directly benefit from road use revenues being generated. The proposed pilot will include participants that represent a cross section of Oklahoma drivers including rural, urban, and tribal communities. The pilot will also include a variety of vehicle types, groups and underserved communities, which will help determine the best RUC implementation approach to meet different user needs throughout Oklahoma. This pilot will also provide valuable information for other states considering the implementation of a road user charge system.

RUC West was founded in 2013 and is a coalition of state Departments of Transportation committed to collaborative research and development of a potential road user charge. As a RUC West member state, Wyoming is interested in the national development of road usage charging and believe this pilot will assist in advancing the best alternatives for all states.

We fully support Oklahoma’s efforts to the development of a potential road user charge program and exploring issues that have a nationwide impact.

Sincerely,

K. Luke Reiner
Director
An Act relating to transportation; declaring legislative intent; creating the Oklahoma Road User Charge Program; creating the Road User Charge Task Force; providing for task force representation from certain groups; providing for duties of task force; requiring submission of findings and recommendations to Legislature by certain date; authorizing the Oklahoma Tax Commission to collect certain fees and charges; requiring fees collected be used for certain purposes; providing for noncodification; providing for codification; and providing an effective date.

SUBJECT: Transportation

BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

SECTION 1. NEW LAW A new section of law not to be codified in the Oklahoma Statutes reads as follows:

The Legislature finds and declares the following:

1. An efficient transportation system is critical for Oklahoma's economy and quality of life;

2. The revenues currently available for highways are unsustainable and inadequate to preserve and maintain existing infrastructure and provide funds for improvements that would reduce congestion and improve service;

3. The gas tax is an ineffective mechanism for meeting Oklahoma's long-term revenue needs because it will steadily generate less revenue as vehicles become more fuel efficient and alternative
sources of fuel are utilized. Currently, alternative-powered vehicles contribute less to road user revenue used for building and maintaining Oklahoma's highways, with some contributing none;

4. Many other states have begun to explore the potential for a road usage charge to replace traditional motor fuel taxes;

5. Road usage charging is a policy whereby motorists pay for the use of the roadway network based on the distance they travel;

6. A road user charge program has the potential to distribute the gas tax burden across all vehicles regardless of the fuel source and to minimize the impact of the current regressive gas tax structure;

7. Experience to date in other states across the nation demonstrates that mileage-based charges can be implemented in a way that ensures data security and maximum privacy protection for drivers;

8. According to the Department of Transportation's Long Range Transportation Plan, by 2045, the amount of fuel tax revenue generated per vehicle miles traveled is expected to decrease by forty-four and seven-tenths percent (44.7%); and

9. It is therefore vital to begin the exploration of alternative revenue sources that may be implemented in lieu of the antiquated gas tax structure now in place.

SECTION 2. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 1930 of Title 69, unless there is created a duplication in numbering, reads as follows:

This act shall be known and may be cited as the "Oklahoma Road User Charge Program".

SECTION 3. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 1931 of Title 69, unless there is created a duplication in numbering, reads as follows:

A. 1. There is hereby created to continue until June 30, 2024, the Road User Charge Task Force. The task force shall be chaired by the Executive Director of the Department of Transportation and shall consist of, but shall not be limited to, representation from the following groups:
a. Department of Transportation,
b. Metro Planning Organizations (MPOs),
c. Oklahoma Center for the Advancement of Science and Technology,
d. Office of Management and Enterprise Services,
e. Oklahoma Tax Commission,
f. Oklahoma Municipal League,
g. Association of County Commissioners of Oklahoma,
h. Oklahoma Corporation Commission,
i. Department of Transportation Tribal Advisory Board,
j. Industry representatives,
k. Office of the Speaker of the House of Representatives, and
l. Office of the President Pro Tempore of the Senate;

2. The Road User Charge Task Force shall:

a. consult with highway users and transportation stakeholders, including stakeholders representing vehicle users, vehicle manufacturers and fuel distributors, to ensure fair and equitable distribution of the gas tax burden across all vehicles regardless of fuel source,

b. study the availability, adaptability, reliability and security of methods that may be used in recording and reporting public road usage,

c. study the ease and cost of administering the collection of taxes and fees as an alternative to the current system of taxing highway use through motor vehicle fuel taxes,
d. ensure that processes for collecting, managing, storing, transmitting and destroying data are in place to protect the integrity of the data and safeguard the privacy of drivers,

e. collaborate with other states to seek potential interoperability opportunities to capture out-of-state drivers traveling through Oklahoma,

f. develop and implement a voluntary pilot program to assess the potential for mileage-based revenue collection for Oklahoma's roads and highways as an alternative to the gas tax system,

g. through public outreach, secure a sampling of individuals willing to participate in the pilot program for testing purposes in lieu of paying certain vehicle registration fees, and

h. seek available federal funds for studies, demonstration projects or pilots associated with the Oklahoma Road User Charge Program's implementation.

B. A report of findings and recommendations determined by the task force on how best to implement the Oklahoma Road User Charge Program shall be submitted to the Legislature by December 31, 2023.

SECTION 4. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 1932 of Title 69, unless there is created a duplication in numbering, reads as follows:

The Oklahoma Tax Commission shall administer the collection of any charges or fees associated with the Oklahoma Road User Charge Program. Collections from the road usage charges imposed under this act shall be specifically designated for the purpose of maintaining and improving the roads, highways and bridges in the State of Oklahoma.

SECTION 5. This act shall become effective November 1, 2021.
Passed the House of Representatives the 27th day of April, 2021.

[Signature]
Presiding Officer of the House of Representatives

Passed the Senate the 15th day of April, 2021.

Zack Taylor
Presiding Officer of the Senate

OFFICE OF THE GOVERNOR

Received by the Office of the Governor this 28
day of [April], 20 21, at 4:35 o'clock __p. M.

By: [Signature]

Approved by the Governor of the State of Oklahoma this 3rd
[Signature]

Governor of the State of Oklahoma

OFFICE OF THE SECRETARY OF STATE

Received by the Office of the Secretary of State this 3rd
day of [May], 20 21, at 3:30 o'clock __p. M.

By: [Signature]