

CITY OF CHICAGO

RULES



PROPOSED

TRANSPORTATION NETWORK PROVIDERS

RULES

-DRAFT FOR PUBLIC COMMENT-

Proposed Effective Date: November 18, 2015



Mayor Rahm Emanuel

Department of Business Affairs and Consumer Protection
Commissioner Maria Guerra Lapacek

Department of Aviation
Commissioner Ginger S. Evans



TRANSPORTATION NETWORK PROVIDERS

RULES

AUTHORITY

BY THE AUTHORITY VESTED IN THE COMMISSIONER OF THE DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION PURSUANT TO MUNICIPAL CODE OF CHICAGO **CHAPTERS 2-25 AND 9-115**, THE FOLLOWING RULES REGARDING **TRANSPORTATION NETWORK PROVIDERS** ARE PROMULGATED HEREIN.

I, Maria Guerra Lapacek, Commissioner of the Department of Business Affairs and Consumer Protection (BACP), issue Article 2 of the following Rules.

By Order of the BACP Commissioner:

Signed: _____
Maria Guerra Lapacek

Date: _____

BY THE AUTHORITY VESTED IN THE COMMISSIONERS OF THE DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION PURSUANT TO MUNICIPAL CODE OF CHICAGO **CHAPTERS 2-25 AND 9-115**, AND THE DEPARTMENT OF AVIATION PURSUANT TO MUNICIPAL CODE OF CHICAGO **CHAPTERS 2-20 AND 10-36**, THE FOLLOWING RULES REGARDING **TRANSPORTATION NETWORK PROVIDERS** ARE PROMULGATED HEREIN.

We, Maria Guerra Lapacek, Commissioner of the Department of Business Affairs and Consumer Protection (BACP), and Ginger S. Evans, Commissioner of the Department of Aviation (CDA), jointly issue Articles 1, 3, 4, and 5 of the following Rules.

By the joint Order of the BACP and CDA Commissioners:

Signed: _____
Maria Guerra Lapacek

Date: _____

Signed: _____
Ginger S. Evans

Date: _____

Published: November 2, 2015

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**TRANSPORTATION NETWORK PROVIDERS
RULES
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**TRANSPORTATION NETWORK PROVIDERS
RULES**

ARTICLE 1 - DEFINITIONS

The terms defined in Chapter 9-115 of the Municipal Code of Chicago (MCC) shall have the same meaning in these Rules.

“Authorized Personnel” means City of Chicago personnel working for the following departments: Department of Business Affairs and Consumer Protection, Chicago Department of Aviation, Chicago Police Department, Office of Emergency Management and Communications, or Metropolitan Pier and Exposition Authority personnel, or a designated contractor that has the authority to manage and direct operations at the Chicago Airports, McCormick Place campus, or Navy Pier.

“BACP” means the City of Chicago Department of Business Affairs and Consumer Protection.

“CDA” means the City of Chicago Department of Aviation.

“Airports” means O'Hare International Airport and Midway International Airport.

“MCC” means Municipal Code of Chicago.

“McCormick Place” means the complex under the jurisdiction of the Metropolitan Pier and Exposition Authority. The term “McCormick Place” includes the Hyatt Regency McCormick Place Hotel, the McCormick Place Event Center and the Marriott Marquis Chicago Hotel.

“MPEA” means the Metropolitan Pier and Exposition Authority.

“Navy Pier” has the meaning ascribed to the term in 70 ILCS 210/2.

ARTICLE 2 – GENERAL RULES

I. LICENSING & OPERATIONAL REQUIREMENTS

RULE TNP1.01 Application for Issuance or Renewal

Application for issuance or renewal of a Transportation Network Provider (TNP) license shall be made on form(s) provided by the Department and shall contain the information required under Chapter 9-115 of the MCC and these Rules and any other information that the BACP Commissioner may require. A TNP may not initiate TNP activity prior to receiving a Department-issued TNP license.

RULE TNP1.02 TNP License Term

The license term is April 1 to March 31 of the next year. The Department may issue an initial TNP license for less than a one year license term. The TNP license fee is not prorated.

RULE TNP1.03 Insurance Requirements

A TNP licensee must require its affiliated transportation network drivers to carry both their personal certificate of automobile insurance coverage and TNP-mandated certificate of automobile insurance coverage while operating a transportation network vehicle and require affiliated drivers to produce both their personal certificate of automobile insurance coverage and the TNP-mandated certificate of automobile insurance coverage whenever the affiliated driver's vehicle is involved in a traffic incident during such operation or upon request of Authorized Personnel. A TNP licensee is responsible to provide training to its affiliated transportation network drivers to ensure compliance with this Rule.

RULE TNP1.04 TNP Class A Driver Outstanding Debt Check Verification

- a. BACP, in consultation with the Department of Finance, shall notify licensed TNPs of transportation network drivers affiliated with the TNP that owe debt to the City of Chicago.
- b. Upon receiving notification pursuant to subsection (a) of this Rule, the TNP licensee must require the driver either to: (i) pay the debt within 90 days of the notice, or (ii) enter into a payment plan to pay the debt. Nothing provided herein prohibits the TNP

- from deactivating a driver who fails to pay a debt that the driver owes to the city or fails to enter into a payment plan to pay the debt.
- c. If a TNP deactivates a transportation network driver due to a failure to pay a debt the driver owes to the city or enter into a payment plan to pay the debt, such driver may at any time pay the debt or enter into a payment plan to pay the debt. Nothing provided herein prohibits a TNP from reengaging a driver who had paid off the debt the driver owes to the City.
 - d. The BACP Commissioner, in consultation with the Department of Finance, shall notify TNPs of their affiliated transportation network any driver who did not comply with a payment plan. Upon receiving such notice, the TNP must require the driver either to (i) pay the full debt to the City within in 90 days of the notice, or (ii) deactivate the driver until the driver pays the debt.

RULE TNP1.05 Distinctive Signage or Trade dress

- a. Applications for license issuance or renewal must contain full-scale, color illustrations of the TNP's distinctive signage or trade dress for the Department's review and approval.
- b. A TNP shall not display on an affiliated transportation network vehicle distinctive signage prior to approval by the BACP Commissioner. Once approved, the licensee will not change the distinctive signage without prior notification to, and approval of, the BACP Commissioner.
- c. A TNP licensee must seek approval from the BACP Commissioner for modifications or alternations to the distinctive signage or trade dress before displaying said signage on transportation network vehicles affiliated with the TNP.
- d. In addition to any additional signage required pursuant to these Rules, see Rule TNP5.05, or applicable law, licensee-affiliated drivers and vehicles must display distinct and consistent signage at all times while providing TNP services. The signage must not obstruct or interfere with the view of the driver through the windshield and must not materially impair the driver's view to the side or rear. Distinctive signage must not obfuscate any postings required by Federal, State, or City law.
- e. Distinctive signage shall not contain advertising.

RULE TNP1.06 Display of City of Chicago TNP Emblem

- a. TNP-affiliated vehicles must display a City of Chicago-issued emblem on the driver-side dashboard that identifies the TNP licensee affiliated with the vehicle. The

emblem displayed must contain the vehicle identification number and license plate of the vehicle in which it is placed. A TNP licensee, at its own expense, is responsible for securing and distributing the City of Chicago emblem to its affiliated vehicles. A TNP licensee must notify the City of Chicago of a vehicle that has been deactivated or disaffiliated from its respective platform.

- b. A TNP vehicle that is wheelchair accessible must display the universal symbol for wheelchair accessibility, as shown below, in a size prescribed by the BACP Commissioner, on the exterior of the vehicle.



RULE TNP1.07 Advertising is Prohibited

Transportation network vehicles shall not display any form of advertising, paid or unpaid, on the exterior or interior of the vehicle. Advertising includes; but is not limited to, display of the TNP licensee name or logo on the exterior or interior of the vehicle, unless authorized by the Municipal Code of Chicago, applicable Rules, or by the BACP Commissioner.

RULE TNP1.08 Affiliated Transportation Network Driver Training Standards

- a. TNP license applicants, new and renewal, must submit to the BACP Commissioner a detailed written description of their affiliated transportation network driver training process for approval.
- b. At a minimum, the driver training must include:
 - 1. Guidelines on transporting passengers in a safe manner;
 - 2. Guidelines on driving in the City of Chicago – Rules of the road specific to the City of Chicago;
 - 3. Zero-tolerance policy;
 - 4. Guidelines on providing service to people with disabilities; and
 - 5. Guidelines on compliance with City of Chicago laws specific to the transportation network provider industry.

RULE TNP1.09 Zero-Tolerance Policy

- a. License applicants, new and renewal, must submit at the time of application, written processes in place to identify an affiliated transportation network driver who is suspected of operating a motor vehicle under the influence of intoxicating substances and the process for deactivating the driver from their respective platform.
- b. Licensees must maintain a list of zero-tolerance complaints received against its affiliated transportation network drivers and make the list available to the Department or the Chicago Police Department upon request.

RULE TNP1.10 Notification of Deactivated Drivers

- a. TNP licensee must have in place a process to notify and report to the Department the name, associated driver's license number, associated vehicle identification number, and vehicle license plate of an affiliated transportation network driver deactivated from the TNP's platform for any of the following reasons:
 - 1. Criminal complaint or arrest;
 - 2. Criminal investigation;
 - 3. Allegation or complaint of sexual misconduct;
 - 4. Allegation or complaint of traffic accident or unsafe driving conduct; or
 - 5. Allegation or complaint of physical contact or a threat of physical contact.
- b. TNP licensee must notify the Department within forty-eight (48) hours of deactivating a driver for the reasons specified in this Rule. Licensees must identify their notification method in the process plan that they submit to the Department.
- c. The Department will review a TNP's written plan during the license application process for a new or renewal license.

RULE TNP1.11 Duty to Monitor Driver and Vehicle Hours

A TNP license applicant, new and renewal, must submit its written process to ensure that its affiliated drivers and vehicles are not operating more than 10 hours within a 24-hour period.

RULE TNP1.12 Affiliated Driver Identification

A TNP affiliated transportation network driver must maintain and produce upon request of Authorized Personnel a document that contains the driver's legal first and last name, photograph, and the name of the affiliated TNP licensee.

RULE TNP1.13 Confirmation of TNP Platform Ride Request

Upon request by Authorized Personnel, a transportation network driver must immediately provide evidence or proof of a TNP ride request via the respective platform for the specific TNP passenger and TNP pick-up location.

RULE TNP1.14 Fees, Costs, and Pricing

Each licensee must keep a record of all fees, costs, and pricing associated with its services. Licensee must track and record dates and times that flexible pricing is offered on its TNP platform. Upon request by the Department, a licensee must produce records related to fees, costs, and prices charged to passengers and/or to drivers.

RULE TNP 1.15 Per-Ride Administrative Fee

A TNP licensee shall pay to the City of Chicago the administrative fee specified in MCC 9-115-40 at the same time the licensee remits the ground transportation tax the licensee collects pursuant to MCC 3-46. The administrative fee provided in Section 9-115-40(e) shall be paid by a TNP licensee and shall not be included in fares charged to passengers.

II. RECORDS AND DATA REPORTING

RULE TNP2.01 – Auditing of Data

Pursuant to Section 9-115-030(b), the BACP Commissioner may require a licensee or license applicant to submit data to the department in order for the department or its designee to audit compliance of a licensee or evaluate an application for a license. TNP licensee shall provide data in the manner, form, and format requested by the BACP Commissioner at the time the request is made. Licensees shall have a maximum of three (3) business days to comply with the Department's request for data. The BACP Commissioner is authorized to grant an extension for compliance with this Rule upon request.

RULE TNP2.02 – Data Reporting after TNP License Issuance

- a. After issuance of a TNP license, new or renewal, each licensee must submit to the City of Chicago on a monthly basis data specified by the BACP Commissioner and collected during a calendar month in a form and format prescribed by the BACP Commissioner.
- b. Data shall be updated and sent by the 16th of the month after the month for which the data was collected during the license term. If this day falls on a weekend or company-recognized holiday, it must be submitted on the next business day. The BACP Commissioner is authorized to grant an extension for compliance with this Rule upon request.
- c. Companies licensed under this section shall submit data necessary to enforce this ordinance. Data must be linked to enable cross-referencing of vehicles, drivers, trips, requests, and incidents. Data required includes, but is not limited to:
 1. Trip data, including start and end-time with origin and destination of any trips that either began or terminated within the City of Chicago;
 2. Vehicle information, including make/model of vehicle and registration details;
 3. Driver details of authorized drivers and their period of eligibility;
 4. Trip request data for requests within City of Chicago city limits or requests that results in trips that terminate within City of Chicago city limits;
 5. Trip incidents within City of Chicago city limits;
 6. Sufficient common fields and data quality to link these data sources effectively; and
 7. Any other information needed to enforce this ordinance and conduct studies on the equity of service and access.
- d. The data format, reporting procedure, and specific elements will be prescribed by the BACP Commissioner.

RULE TNP2.03 – Data Reporting and Auditing to ensure MCC 3-46 Compliance

For the purposes of auditing TNP licensee data to ensure compliance with MCC 3-46, the BACP Commissioner may request granular global positioning system (GPS) or geographic information systems (GIS) data on rides and trips performed on the network transportation platform. TNP licensee shall provide data in the manner, form, and format requested by the BACP Commissioner at the time the request is made.

III. VEHICLE INSPECTION STANDARDS

RULE TNP3.01 Vehicle Inspection Standards

- a. TNP license applicants, new and renewal, must submit to the BACP Commissioner a detailed written description of their affiliated transportation network vehicles annual inspection process for approval.
- b. At a minimum, for all TNP license types, the annual vehicle inspection process must include:
 1. A vehicle inspection checklist;
 2. List of designated licensed motor vehicle repair shops or motor vehicle repair technicians for the inspections;
 3. List of the time frame for the initial on-boarding vehicle inspection and any subsequent vehicle inspections that shall take place on an annual basis; and
 4. Include a process that would trigger a transportation network vehicle inspection based on passenger complaints or ratings.
- c. Licensees must ensure that a prospective transportation network vehicle completed and passed a required vehicle inspection less than one (1) year prior to on-boarding and activating the vehicle on its platform.
- d. Affiliated transportation network drivers must maintain a copy of the most recent vehicle inspection results. The results must be kept in the vehicle for review by Authorized Personnel.

IV. ACCESSIBILITY STANDARDS AND ACCESSIBILITY FUND

RULE TNP4.01 Accessible Platform Features

TNP license applicants, new and renewal, must demonstrate the applicant's applications or digital platform's accessibility features to the Department and the Mayor's Office for People with Disabilities to ensure compliance with MCC 9-115-140 at the time of application.

RULE TNP4.02 Requests for Wheelchair Accessible Vehicles

At the time of application, TNP license applicants, new and renewal, must demonstrate the ability of the applicant's applications or digital platform to respond to requests for wheelchair-accessible vehicles.

RULE TNP4.03 TNP Wheelchair-Accessible Vehicles

TNP wheelchair-accessible vehicles must be inspected by a City of Chicago or an authorized vehicle inspector approved by the Department to ensure compliance with the Americans with Disabilities Act.

TNP affiliated transportation network drivers that operate wheelchair-accessible vehicles must undergo training specific to servicing and transporting people that use wheelchairs in a safe, courteous manner.

ARTICLE 3 –OPERATIONAL REQUIREMENTS AT AIRPORTS

V. TNP OPERATING PROTOCOL AT AIRPORTS

RULE TNP5.01 A Licensed TNP Must Request and be Granted Authorization by the Commissioners of BACP and CDA in order to Pick up Passengers at Airports

- a. Authorization to pick up passengers at Airports extends only to requests for service initiated by TNP passengers via a City of Chicago-licensed TNP platform.
- b. A licensed TNP that wishes to pick up rides/passengers at the Airports must submit a written request to the BACP and CDA Commissioners seeking authorization for its affiliated drivers and vehicles to pick up passengers at the airports. The BACP and CDA Commissioners shall jointly review the written request. No TNP or its affiliated transportation network driver and/or vehicle may pick up passengers from the Airports unless and until they receive the BACP and CDA Commissioners' written grant of approval and authorization in response to the TNP's request.
- c. The licensed TNP's written request seeking authorization to pick up passengers at the Airports shall be in a form prescribed by the BACP and CDA Commissioners, and must necessarily include contact names, titles, phone numbers and e-mail addresses of TNP company representatives that may be contacted at any time by Authorized Personnel in regards to airport operations, TNP company, affiliated driver or vehicle violations, or any other matter affecting TNPs at the Airports.
- d. The licensed TNP must also include for approval, with its request for authorization to pick up passengers at the airports, a description of the TNP company's processes and procedures in place to ensure that the company and its affiliated drivers and vehicles are in compliance and remain in compliance with Chapters 3-46 and 9-115 of the MCC and these TNP Rules.
- e. The licensed TNP must notify the BACP and CDA Commissioners of any plans to modify or change its approved compliance process or its operations at the Airport. Modifications or changes to the licensed TNP's approved written process or operations at the Airport must

be approved by the BACP and CDA Commissioners before the TNP implements any modifications or changes to its Airport operations.

- f. The CDA Commissioner may revoke transportation network driver's airport pick-up authorization as provided in this Rule. Violations that may result in revocation of a transportation network driver's Airport pick-up authorization include, but are not limited to, failure to pick up in designated Airport pick-up areas; failure to stage in the designated Airport staging areas; failure to follow Airport pick-up operating protocols specified in these Rules or Sections 10-36-267 of the MCC; or failure to display signage or emblem applicable to Airport pickups.
- g. If a transportation network driver's airport pick up authorization is revoked, the CDA Commissioner shall promptly notify, in writing, of the revocation to the BACP Commissioner and the representative of the TNP affiliated with the driver. It shall be the responsibility of the TNP to ensure that, within twenty-four hours, any such driver complies with the revocation and no longer picks up passengers at the Airports. The TNP shall also provide written notice of the revocation to its affiliated transportation network driver whose airport pick authorization is revoked, via first class or electronic mail, within twenty-four hours of the revocation, with a copy to the CDA Commissioner. If an individual TNP-affiliated driver's airport pick-up authorization is revoked, the driver may within ten days of the of notice of the revocation, make written demand upon the CDA Commissioner, through the TNP that the driver is affiliated with, for reconsideration of the revocation. Upon receipt of a timely written request for reconsideration by an individual driver through its affiliated TNP, the CDA Commissioner shall within 30 days review the request for reconsideration and issue a final determination as to the revocation. If in such a request for reconsideration, the applicant establishes through competent evidence that the revocation was based upon incorrect findings, then the CDA Commissioner shall reinstate the authorization and notify the TNP affiliated with the driver and the BACP Commissioner in writing. It shall be the responsibility of the TNP licensee to notify of the reinstatement to its affiliated transportation network driver whose airport pick authorization is reinstated.
- h. The authorization to permit a TNP's respective affiliated drivers and vehicles to pick up passengers via its City of Chicago-licensed TNP platform at the Airports runs concurrently with the TNP license term. The request for the authorization to permit a TNP's respective affiliated drivers and vehicles to pick up passengers via its platform at the Airports must be re-submitted with the TNP license renewal application annually.

RULE TNP5.02 TNP Requirements for Operating at Airports

- a. TNP drivers operating at either airport must follow designated protocols or be subject to enforcement which may include, but is not limited to, citations, arrest, vehicle tow, or vehicle impoundment.
- b. TNP drivers and vehicles must be in compliance with all applicable Federal, State, and City laws at all times while operating at Airports.
- c. TNP licensees, TNP-affiliated transportation network drivers, and TNP-affiliated transportation network vehicles must comply with Chapters 3-46 and 9-115 of the MCC and these Rules.

- d. A TNP licensee granted the authorization to pick up rides/passengers at the Airports must ensure that its affiliated transportation network drivers and vehicles that pick up rides/passengers at the Airports adhere to specific airport boundaries (geo-fencing) as prescribed by the CDA Commissioner.
- e. TNP licensees must record all pick-ups and drop-offs of rides performed through the licensee's Internet-enabled application or digital platform within the Airports as described in these Rules and illustrated on the attached "Exhibit 1: O'Hare International Airport Maps" and "Exhibit 2: Midway International Airport Map".
- f. A TNP licensee shall collect and remit applicable City of Chicago taxes and fees as required by the City of Chicago's ordinances.
- g. A TNP licensee (employee, agent, or representative) or TNP-affiliated transportation network driver may not approach prospective riders/passengers to solicit rides. Solicitation includes, but is not limited to, circling an Airport or nearby roadways outside of designated staging and geo-fenced areas, and/or use of verbal language and/or written materials disseminated to prospective riders/passengers in order to induce riders/passengers to request rides via the TNP's application or digital platform.
- h. Subject to the limitations in (g), a TNP licensee may use its application, digital platform or other electronic means of communication to promote itself with prospective riders/passengers.

RULE TNP5.03 Driver Training Specific to Airports

- a. Licensed TNPs seeking authorization to pick up rides/passengers at the Airports shall submit its driver training program in conformity to MCC 10-36-267(a) to the BACP and CDA Commissioners for approval.
- b. A TNP authorized to operate at the Airports must have in place a process to only allow affiliated transportation network drivers who have undergone and passed Airport-specific training to accept rides to and from the Airports. This process should be detailed in the TNP's request for authorization to pick up at the Airports.

RULE TNP5.04 Registry of TNP Drivers Operating at Airports

- a. A licensed TNP seeking authorization to pick up passengers at the Airports shall provide a register of its affiliated transportation network drivers and vehicle permitted to pick up TNP passengers at the Airports to the BACP and CDA Commissioners in

- the same manner and including the same information it provides on individual drivers and vehicles to BACP to obtain a license.
- b. If a TNP intends all of its affiliated drivers and vehicles to pick up passengers at the Airports,
 - 1. the TNP shall make its intent clear in its request for authorization to the BACP and CDA Commissioners to pick up passengers at the Airports;
 - 2. the TNP is not required to provide a separate register of its affiliated transportation network drivers and vehicles permitted to pick up TNP passengers at the Airports to the BACP and CDA Commissioners as provided in paragraph (a) of this Rule;
 - 3. all transportation network drivers affiliated with the TNP are presumed to have been registered with the CDA Commissioner for Airport pickups pursuant to Section 10-36-265 of the Code; and
 - 4. the CDA Commissioner shall have access to the TNP's driver registry already maintained by BACP pursuant to requirements to license the TNP.
 - c. A TNP licensee is responsible for providing updates and changes regarding affiliated transportation network drivers that are authorized or were previously authorized to pick up at the Airports to the Commissioner of BACP and CDA..
 - d. A TNP licensee authorized to operate at the Airports must have in place a process to only allow authorized affiliated transportation network drivers and vehicles to accept rides to and from the Airports.

RULE TNP5.05 Distinctive Signage for Airports, Navy Pier, and McCormick Place Operations

- a. A licensed TNP request for authorization to pick up rides/passengers at the Airports must contain full scale, color illustrations of the TNP's distinctive signage or trade dress for operation at the Airports, McCormick Place and Navy Pier for review and approval by the Commissioners of BACP and CDA.
- b. A TNP shall not display on an affiliated transportation network vehicle distinctive signage prior to approval by the Commissioners of BACP and CDA. Once approved, the licensee will not change the distinctive signage without prior notification to, and approval, of the Commissioners.
- c. Upon approval of a TNP licensee's distinctive signage or trade dress by the Commissioners of BACP and CDA, a TNP licensee is allocated up to 30 days or until January 1, 2016 – whichever timeframe is longer – to ensure that all affiliated transportation network vehicles seeking to pick up from the Airports, McCormick

Place and Navy Pier are compliant with any additional signage or trade dress requirements established in this rule or applicable law.

- d. Any signage or trade dress must be designed to be placed on the passenger side of the affiliated transportation network vehicle.
- e. A TNP licensee must seek approval for modifications or alternations to the distinctive signage or trade dress before displaying the modified or altered version on transportation network vehicles affiliated with the TNP.
- f. In addition to any additional signage required pursuant to this Rule or applicable law for pickups at the airports, McCormick Place and Navy Pier, all transportation network drivers and vehicles affiliated with a TNP must display distinct and consistent signage at all times while providing TNP services. The signage must not obstruct or interfere with the view of the driver through the windshield and must not materially impair the driver's view to the side or rear. Distinctive signage must not obfuscate any postings required by Federal, State, or City law.
- g. Distinctive signage shall not contain advertising.

RULE TNP5.06 TNP Loading Zone Operations at the Airports

- a. Upon arrival at the designated terminal, the transportation network driver shall proceed to the forward-most available designated TNP loading zone position at the terminal.
- b. A transportation network driver shall not stop to load passengers until arriving at the designated TNP loading zone unless authorized by Authorized Personnel.

RULE TNP5.07 Unattended Vehicles at Chicago Airports

- a. Transportation network vehicles must be attended while in a TNP loading zone.
- b. For the purpose of this Rule, "attended" means that the TNP driver shall at all times remain inside their vehicle except when loading passengers or baggage.

RULE TNP5.08 Standing Limitations at Chicago Airports

Standing authorizations shall be afforded to authorized TNP-affiliated transportation network drivers at all TNP-designated loading zones solely for the time required for the expeditious loading or unloading of passengers and baggage.

VI. O'HARE AIRPORT TNP OPERATING PROTOCOL

RULE TNP6.01 O'Hare International Airport (O'Hare) Boundary Geo-Fence Coordinates

O'Hare Airport boundaries are illustrated on the attached "Exhibit 1: O'Hare International Airport Maps". For the purposes of this Rule, O'Hare includes all the properties on or controlled by City of Chicago as O'Hare International Airport within the following general boundaries:

Northern Boundary:
Touhy Avenue

Southern Boundary:
Irving Park Road

Eastern Boundary:
Mannheim Road

Western Boundary:
York Road

RULE TNP6.02 O'Hare TNP Protocols

- a. Transportation network drivers and vehicles arriving with passengers to be dropped off at O'Hare must comply with the following:
 1. Authorized transportation network drivers entering O'Hare with passengers for terminals other than the bus shuttle center shall unload passengers on the upper roadway only.
 2. A transportation network driver may not discharge passengers on the Lower Level unless specifically instructed by Authorized Personnel.
 3. Authorized transportation network drivers dropping off passengers at the bus shuttle center or the airport hotel may use Hotel Road to access those locations.
 4. Upon unloading passengers, transportation network drivers shall leave O'Hare or proceed to the TNP-only designated staging area for future dispatch of a pre-arranged platform ride originating at the airport.
- b. Transportation network drivers and vehicles arriving without passengers at O'Hare must comply with the following:
 1. Authorized transportation network drivers entering O'Hare without passengers shall proceed to the CDA-designated TNP staging area.

2. Transportation network drivers entering the designated TNP staging area shall occupy spaces as directed by Authorized Personnel.
 3. Transportation network drivers shall remain in the designated TNP staging area until dispatched via the TNP platform to the assigned terminal by request of their pre-arranged rider or is exiting O'Hare altogether.
 4. No TNP driver is permitted at a terminal unless the TNP driver has received a passenger request for a pick-up via the applicable TNP platform.
- c. Transportation network vehicles unattended in "no parking" zone may be ticketed and towed.
- d. TNP-Affiliated Vehicle CDA Authorized Staging Area at O'Hare
1. Authorized TNP-affiliated transportation network drivers and vehicles must stage at the CDA-Authorized Staging Area and within the CDA-designated spaces. Exhibit 1 depicts the initial TNP-Affiliated Vehicle CDA Authorized Staging Area. CDA reserves the right to change, modify and relocate the staging area at any time.
 2. Authorized TNP-affiliated transportation network drivers and vehicles are restricted to staging in CDA-designated spaces.
- e. TNP Passenger Pick-up Rides at O'Hare Domestic Airlines Terminals
1. Authorized TNP-affiliated transportation network drivers and vehicles must pick-up TNP platform-assigned passengers at the Designated Loading Zones at the terminal within CDA-designated spaces. Exhibit 1 depicts the initial TNP-Affiliated Vehicle CDA-Designated Loading Zones. CDA reserves the right to change, modify and relocate the loading zones.
 2. Authorized TNP-affiliated transportation network vehicles are restricted to picking up TNP platform-assigned passengers in CDA-designated spaces.
- f. TNP Passenger Pick-up Rides at the O'Hare International Airlines Terminal
1. Authorized TNP-affiliated transportation network drivers and vehicles are restricted to pick up TNP platform-assigned passengers at the Lower Level arrival level at CDA designated spaces.
 2. A transportation network driver must remain in his or her vehicle in the staging area until the TNP platform-assigned passenger is at the curb.

VII. MIDWAY AIRPORT TNP OPERATING PROTOCOL

RULE TNP7.01 Midway International Airport (Midway) Boundary Geo-Fence Coordinates

Midway Airport property boundaries are described below and illustrated on attached “Exhibit 2: Midway International Map”.

Northern Boundary:

Beginning at 55th Street and Cicero, the northern boundary extends to 55th and Kilpatrick.

Southern Boundary:

Beginning at 59th and Cicero, the southern boundary extends to 59th and Kilpatrick.

Eastern Boundary:

Beginning at Kilpatrick, the eastern boundary is between 55th Street and 59th Street.

Western Boundary:

Beginning at Cicero Avenue, the western boundary is between 55th Street and 59th Street.

RULE TNP7.02 Midway TNP Protocols

- a. Transportation network drivers and vehicles arriving with passengers dropping off at Midway must comply with the following:
 1. Transportation network drivers entering Midway with passengers for the terminal shall unload passengers on the Upper Level roadway only.
 2. Transportation network drivers may never discharge passengers on the Lower Level.
- b. Transportation network drivers arriving without passengers at Midway shall proceed directly to the CDA-designated TNP staging area.
- c. Transportation network vehicles unattended in the designated TNP staging or pick-up area or outside designated areas may be ticketed and towed.
- d. TNP-Affiliated Vehicle CDA-Authorized Staging Area at Midway
 1. Authorized TNP-affiliated transportation network drivers and vehicles must stage at the Authorized Staging Area and within the CDA-designated spaces. Exhibit 2 depicts the initial Authorized TNP Vehicle CDA-Designated Staging Area. CDA reserves the right to change, modify and relocate the staging area at any time.
 2. Authorized TNP-affiliated transportation network drivers and vehicles are restricted to staging in CDA-designated spaces.

- e. TNP Passenger Pick-up Rides at Midway
 - 1. Authorized TNP-affiliated transportation network drivers and vehicles must pick-up TNP platform-assigned passengers at the Designated Loading Zones at the terminal within CDA-designated spaces. Exhibit 2 depicts the initial Authorized TNP vehicle CDA-Designated Loading Zones. CDA reserves the right to change, modify and relocate the loading zones at any time.
 - 2. A Transportation network driver must remain in his or her vehicle in the staging area until the TNP platform-assigned passenger is at the curb.

ARTICLE 4 – McCORMICK PLACE AND NAVY PIER OPERATIONAL REQUIREMENTS

VIII. McCORMICK PLACE CAMPUS TNP OPERATING PROTOCOL

RULE TNP8.01 A Licensed TNP Must Request and be Granted Authorization by the BACP Commissioner in order to Pick Up Passengers at the McCormick Place

- a. Authorization to pick up passengers at the McCormick Place campus extends only to requests for service initiated by TNP passengers via a City of Chicago licensed TNP platform.
- b. A licensed TNP that wishes to pick up passengers at the McCormick Place must submit a written request to the BACP Commissioner seeking authorization for its affiliated drivers and vehicles to pick up passengers at the McCormick Place. No TNP or its affiliated transportation network driver and/or vehicle may pick up passengers from the McCormick Place unless and until they receive the BACP Commissioner's written grant of approval and authorization in response to the TNP's request.
- c. The licensed TNP's written request seeking authorization to pick up passengers at the McCormick Place must be in a form prescribed by the BACP Commissioner, and shall include contact names, titles, phone numbers and e-mail addresses of TNP company representatives that may be contacted at any time by Authorized Personnel in regards to McCormick Place operations, TNP company, affiliated driver or vehicle violations, or any other matter affecting TNPs at the McCormick Place.
- d. The licensed TNP must also include for approval, with its request for authorization to pick up passengers at the McCormick Place, a description of the TNP's processes and procedures in place to ensure that the TNP and its affiliated drivers and vehicles comply with Chapters 3-46 and 9-115 of the MCC and these TNP Rules. The description of the TNP's company processes shall include in specific detail compliance with McCormick Place protocols.

- e. The licensed TNP must notify the BACP Commissioner of any plans to modify or change its approved company compliance process or its operations at the McCormick Place. Modifications or changes to the licensed TNP's approved written process or operations at the McCormick Place must be approved by the BACP Commissioner before the company may implement any modifications or changes to its McCormick Place operation.

RULE TNP8.02 TNP Requirements for McCormick Place Operations

- a. Transportation network drivers operating at the McCormick Place must follow designated protocols or be subject to enforcement which may include, but are not limited to, citations, arrest, vehicle tow, or vehicle impoundment.
- b. Transportation network drivers and vehicles at all times in operating on the McCormick Place must comply at all times with all applicable Federal, State, and City laws.
- c. TNP licensees, TNP-affiliated transportation network drivers, and TNP-affiliated transportation network vehicles must comply with Chapters 3-46 and 9-115 of the MCC and these Rules.
- d. TNP licensees must adhere to specific McCormick Place boundaries (geo-fencing) and Rules as prescribed by the MPEA. TNP licensees must record all pick-ups and drop-offs of rides performed through the licensee's Internet-enabled application or digital platform occurring within the McCormick Place. McCormick Place is described in these Rules and is illustrated on the attached "Exhibit 3: McCormick Place Map".
- e. A TNP licensee shall collect and remit applicable City of Chicago taxes and fees as required by the City of Chicago's ordinances.
- f. A TNP licensee (employee, agent, or representative) or TNP-affiliated transportation network driver may not approach prospective riders/passengers in order to solicit rides. Solicitation includes circling the McCormick Place campus or nearby roadways outside of designated staging and geo-fenced areas, and/or use of verbal language and/or written materials disseminated to prospective riders/passengers in order to induce riders/passengers to request rides via the TNP's application or digital platform.
- g. Subject to the limitations in (f), a TNP licensee may use its application, digital platform or other electronic means of communication to promote itself with prospective riders/passengers.
- h. Transportation network vehicles unattended in "no parking" zone may be ticketed and towed.

**RULE TNP8.03 McCormick Place Campus Boundary
Geo-Fence Coordinates**

McCormick Place campus property boundaries are described below and illustrated on attached "Exhibit 3: McCormick Place Campus Map".

Northern Boundary:

Beginning at Indiana Avenue and 21st Street the northern boundary extends east to Calumet Avenue crosses railroad tracks continues at the northern building line of the North Building crosses Lake Shore Drive and continues east to the northern building line of the Lakeside Center (East Building)

Southern Boundary:

31st Street south on Moe Drive to Mc 8th street west crossing the railroad tracks and continuing west on 24th place to Indiana Avenue

Eastern Boundary:

Beginning at the northeast corner of the Lakeside Building proceeding south to the East-West Roadway then south on Ft. Dearborn Drive to 31st Street

Western Boundary:

Beginning at 24th Place and Indiana Avenue the western boundary goes north on Indiana to 21st street

RULE TNP8.04 TNP Loading Zone Operations at McCormick Place

- a. Upon arrival, a transportation network driver shall proceed to the forward-most available designated TNP loading zone position at the McCormick Place or as directed by Authorized Personnel.
- b. A transportation network driver shall not stop to load passengers until arriving at the designated TNP loading zone unless authorized by Authorized Personnel.

RULE TNP8.05 Unattended Vehicles at McCormick Place

- a. Transportation network vehicles must be attended while in a designated TNP loading zone.
- b. For the purpose of this Rule, "attended" means that the transportation network driver shall at all times remain inside their vehicle except when loading passengers or their baggage.

RULE TNP8.06 Standing Limitations at McCormick Place

Standing authorizations shall be afforded to authorized TNP-affiliated transportation network drivers at all TNP-designated loading zones solely for the time required for the expeditious loading or unloading of passengers and baggage.

RULE TNP8.07 McCormick Place Passenger Pick Up Locations

- a. TNP-affiliated transportation network drivers and vehicles that are in compliance with Chapter 9-115 of the MCC and these Rules may pick up passengers requesting service via the TNP platform at the following loading zone locations:
 - 1. Along a designated curb within McCormick Square to service both the South and North Buildings;
 - 2. Along the Northbound Curb of Indiana Avenue, in front of the West Building;
 - 3. Just South of the Lakeside Center Gate 38 on the McCormick Place campus; or
 - 4. Along the Northbound curb of King Drive, in front of the Energy Center and the Hyatt Regency McCormick Place Hotel.
- b. McCormick Place campus does not maintain a staging area for TNP-affiliated drivers and vehicles.
- c. Transportation network drivers and vehicles are not permitted to stage on the McCormick Place campus. A transportation network driver and vehicle may only pull up at McCormick Place campus designated marked TNP loading locations to pick up a passenger who has requested a TNP ride in their vehicle via a licensed TNP platform.

IX. NAVY PIER TNP OPERATING PROTOCOL

RULE TNP9.01 TNP Requirements for Navy Pier Operations

- a. Transportation network drivers operating at Navy Pier must follow designated protocols or be subject to enforcement which may include, but are not limited to citations, arrest, vehicle tow, or vehicle impoundment.
- b. Transportation network drivers and vehicles at all times in operating at Navy Pier must be in compliance with all applicable Federal, State, and City laws.
- c. TNP licensees, TNP-affiliated transportation network drivers, and TNP-affiliated transportation network vehicles must comply at all times with Chapters 3-46 and 9-115 of the MCC and these Rules.
- d. TNP licensees must adhere to specific Navy Pier boundaries (geo-fencing) and Rules as prescribed by the MPEA. TNP licensees must record all pick-ups and drop-offs of rides performed through the licensee's Internet-enabled application or digital platform within the Navy Pier boundaries as described in these Rules and illustrated on the attached "Exhibit 4: Navy Pier Map."
- e. A TNP licensee shall collect and remit applicable City of Chicago taxes and fees as required by the City of Chicago's ordinances.
- f. A TNP licensee (employee, agent, or representative) or TNP-affiliated transportation network driver may not approach prospective riders/passengers in order to solicit

- rides. Solicitation includes, but is not limited to, circling the McCormick Place campus or nearby roadways outside of designated staging and geo-fenced areas, and/or use of verbal language and/or written materials disseminated to prospective riders/passengers in order to induce riders/passengers to request rides via the TNP's application or digital platform.
- g. Subject to the limitations in (f), a TNP licensee may use its application, digital platform or other electronic means of communication to promote itself with prospective riders/passengers.
 - h. Transportation network vehicles unattended in "no parking" zone may be ticketed and towed.

**RULE TNP9.02 Navy Pier Boundary
Geo-Fence Coordinates**

Navy Pier property boundaries are described below and illustrated on attached "Exhibit 4: Navy Pier Map".

Northern Boundary – Grand Avenue

Southern Boundary – Illinois Street

Eastern Boundary - Lake Michigan

Western Boundary - Streeter Drive

RULE TNP9.03 TNP Loading Zone Operations at Navy Pier

- a. Upon arrival, a transportation network driver shall proceed to the forward-most available designated TNP loading zone position or as directed by Authorized Personnel.
- b. A transportation network driver shall not stop to load passengers until arriving at the designated TNP loading zone unless authorized by Authorized Personnel.

RULE TNP9.04 Unattended Vehicles at Navy Pier

- a. Transportation network vehicles must be attended while in a designated TNP loading zone.
- b. For the purpose of this Rule, "attended" means that the TNP driver shall at all times remain inside their vehicle except when loading passengers.

RULE TNP9.05 Standing Limitations at Navy Pier

Standing authorizations shall be afforded to authorized TNP affiliated transportation network drivers at all TNP designated loading zones solely for the time required for the expeditious loading or unloading of passengers and baggage.

RULE TNP9.06 Navy Pier Passenger Pick Up locations

- a. TNP-affiliated transportation network drivers and vehicles that are in compliance with Chapter 9-115 of the MCC and these Rules may pick up passengers requesting service via the TNP's application or digital platform at an available Navy Pier designated and marked TNP loading location.
- b. Navy Pier does not maintain a staging area for TNP affiliated transportation network drivers and vehicles.
- c. Transportation network drivers and vehicles are not permitted to stage at Navy Pier. A transportation network driver and vehicle may only pull up at Navy Pier designated marked TNP loading locations to pick up a passenger that has requested a TNP ride via a licensed TNP platform.

ARTICLE 5 – COMMISSIONER’S AUTHORITY

X. AUTHORITY MAY BE DENIED, SUSPENDED, REVOKED OR RESCINDED

RULE TNP10.01 Authority to Grant Authorization(s)

- a. The BACP Commissioner, in consultation with the CDA Commissioner, is authorized to grant a TNP licensee the authorization to permit its respective affiliated transportation network drivers and vehicles to pick up passengers via its platform at the Airports and/or the McCormick Place.
- b. The authorization shall be communicated in writing and shall run concurrently with the TNP license term.

RULE TNP10.02 Power to Deny Request for Authorization(s)

- a. The BACP Commissioner, in consultation with CDA Commissioner, may deny a TNP licensee's request for the authorization to permit its respective affiliated drivers and vehicles to pick up passengers via its transportation network platform at the Airports and/or the McCormick Place.
- b. Basis for authorization denial may include; but, are not limited to, incomplete application, omission of a material fact, or misrepresentation of a material fact.

- c. If a request is denied the applicant may, within ten days of the mailing of notice of the denial, make written demand upon the BACP Commissioner for a hearing. The notice shall be provided by first-class mail or in person. Upon receipt of a timely written demand for a hearing the BACP Commissioner shall within 30 days conduct a hearing. If at such a hearing the applicant establishes through competent evidence that the denial was based upon incorrect findings; then, the BACP Commissioner shall issue the authorization. If at such a hearing the denial is found to have been based upon correct findings the denial shall become final. After entry of a final denial the applicant shall be ineligible to make a new request for authorization(s) for a period of 18 months.

RULE TNP10.03 Power to Suspend or Revoke Authorization(s)

- a. The BACP Commissioner, in consultation with CDA Commissioner, may suspend or revoke a TNP licensee's authorization that permits its respective affiliated drivers and vehicles to pick up passengers via its transportation network platform at the Airports and/or the McCormick Place campus.
- b. For such a suspension or revocation to be effective, the BACP Commissioner shall notify the licensee of the date the suspension or revocation will take effect. In regards to a notice of suspension, the notice will state the length of the proposed suspension. The notice shall be provided by first-class mail or in person. The BACP Commissioner shall indicate in such notice the basis for the suspension or revocation and shall also indicate a date and time, prior to the proposed suspension or revocation date, upon which the licensee may appear before the BACP Commissioner, or his or her designee, to contest the proposed suspension or revocation. The licensee shall also be informed that he or she shall be entitled to present to the BACP Commissioner or his or her designee any document, including affidavits, relating to the proposed suspension or revocation. Following the appearance of the licensee before the BACP Commissioner, the BACP Commissioner may affirm or reverse the suspension or revocation decision based upon the evidence presented by the licensee. The BACP Commissioner's decision shall be in writing and shall be mailed to the licensee at least five days before a license suspension or revocation is effective. A licensee may appeal the BACP Commissioner's decision to any court of competent jurisdiction. After entry of a final revocation of authorization, the licensee shall be ineligible to make a new request for authorization(s) for a period of 18 months.
- c. The suspension or revocation of a TNP's airport pick up authorization or McCormick Place pick up authorization does not preclude the TNP or its affiliated drivers and vehicles' ability to operate elsewhere in the City of Chicago under a valid TNP license.

RULE TNP10.04 Power to Rescind Authorization(s)

- a. The BACP Commissioner, in consultation with CDA Commissioner, shall have the power to rescind any authorization that permits TNP-affiliated transportation network

drivers and vehicles to pick up passengers via its platform at the Airports and/or the McCormick Place campus erroneously or illegally issued or renewed pursuant to this section.

- b. In order for such a rescission to be effective, the BACP Commissioner shall notify the licensee of the date the rescission will take effect. The notice shall be provided by first-class mail or in person. The BACP Commissioner shall indicate in such notice the basis for the rescission and shall also indicate a date and time, prior to the proposed rescission date, upon which the licensee may appear before the BACP Commissioner, or his or her designee, to contest the proposed rescission. The licensee shall also be informed that he or she shall be entitled to present to the BACP Commissioner, or his or her designee, any document, including affidavits, relating to the proposed rescission. Following the appearance of the licensee before the BACP Commissioner, the BACP Commissioner may affirm or reverse the rescission decision based upon the evidence presented by the licensee. The BACP Commissioner's decision shall be in writing and shall be mailed to the licensee at least five days before a license rescission is effective. A licensee may appeal the BACP Commissioner's decision to any court of competent jurisdiction. After entry of a final rescission of authorization, the licensee shall be ineligible to make a new request for authorization(s) for a period of 18 months.

DRAFT FOR PUBLIC COMMENT

ARTICLE 6 – EXHIBITS

The following attached exhibits are incorporated into these Rules.

- Exhibit 1: O'Hare International Airport Maps
- Exhibit 2: Midway International Airport Map
- Exhibit 3: McCormick Place Campus Map
- Exhibit 4: Navy Pier Maps

DRAFT FOR PUBLIC COMMENT

EXHIBIT 1: O'HARE INTERNATIONAL AIRPORT MAPS (MAP 1 OF 4)



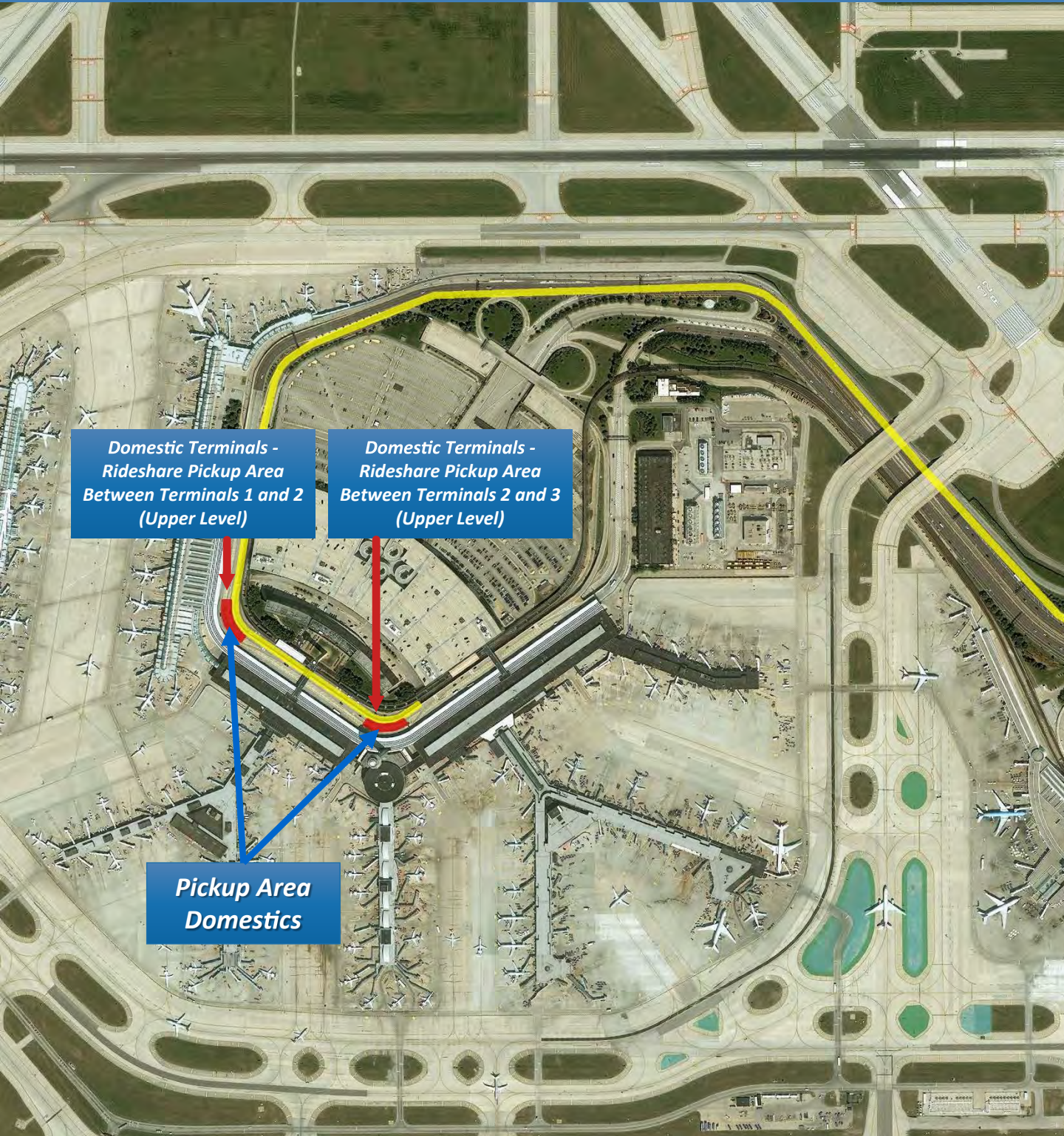
Staging Area

**Pickup Area
Domestics**

**Domestic Terminals -
Rideshare Pickup Area
Between Terminals 1 and 2
(Upper Level)**

**Domestic Terminals -
Rideshare Pickup Area
Between Terminals 2 and 3
(Upper Level)**

EXHIBIT 1: O'HARE INTERNATIONAL AIRPORT MAPS (MAP 2 OF 4)



*Domestic Terminals -
Rideshare Pickup Area
Between Terminals 1 and 2
(Upper Level)*

*Domestic Terminals -
Rideshare Pickup Area
Between Terminals 2 and 3
(Upper Level)*

*Pickup Area
Domestics*

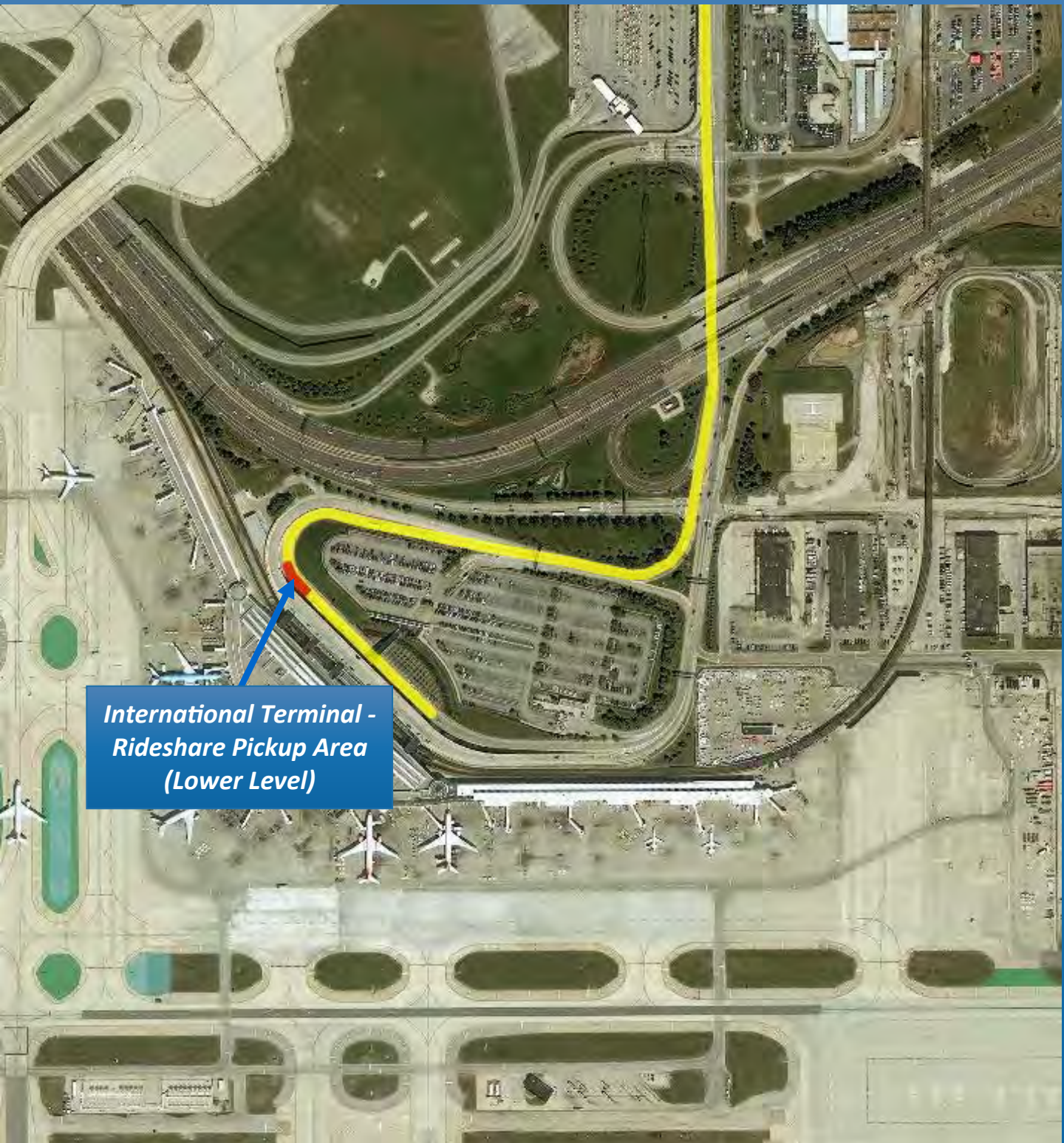
EXHIBIT 1: O'HARE INTERNATIONAL AIRPORT MAPS (MAP 3 OF 4)



Staging Area

**International Terminal -
Rideshare Pickup Area
(Lower Level)**

EXHIBIT 1: O'HARE INTERNATIONAL AIRPORT MAPS (MAP 4 OF 4)



*International Terminal -
Rideshare Pickup Area
(Lower Level)*

EXHIBIT 2: MIDWAY INTERNATIONAL AIRPORT MAP



Rideshare Passenger Loading Zone. Upper Level Door 1

Cell Phone Lot Entrance 6101 S. Cicero

Rideshare Staging Area, South end of Cell Phone Lot, 15 spaces.

EXHIBIT 3: MCCORMICK PLACE CAMPUS MAP

TRANSPORTATION ENTRANCE GATES

LAKESIDE CENTER

GATE 30
Taxi Drop Off/Pick Up
Accessible Drop Off/
Pick Up

GATE 31 - 34
Hotel Shuttle

GATE 37
Taxi Drop Off
Accessible Drop Off

GATE 38
Limo/Private Charter

SOUTH BUILDING

GATE 1 - 3
Hotel Shuttle

GATE 4
Taxi Drop Off/Pick Up
Accessible Drop Off/
Pick Up

GATE 25
Accessible Drop Off

GATE 26
Private Charter

GATE 27
Limo

NORTH BUILDING

GATE 20 - 21
Hotel Shuttle/Limo/
Private Charter
Accessible Drop Off/
Pick Up

GATE 22
Taxi Drop Off/Pick Up

WEST BUILDING

GATE 40
Taxi Drop Off/Pick Up
Accessible Drop Off/
Pick Up

GATE 41
Valet
Accessible Drop Off/
Pick Up

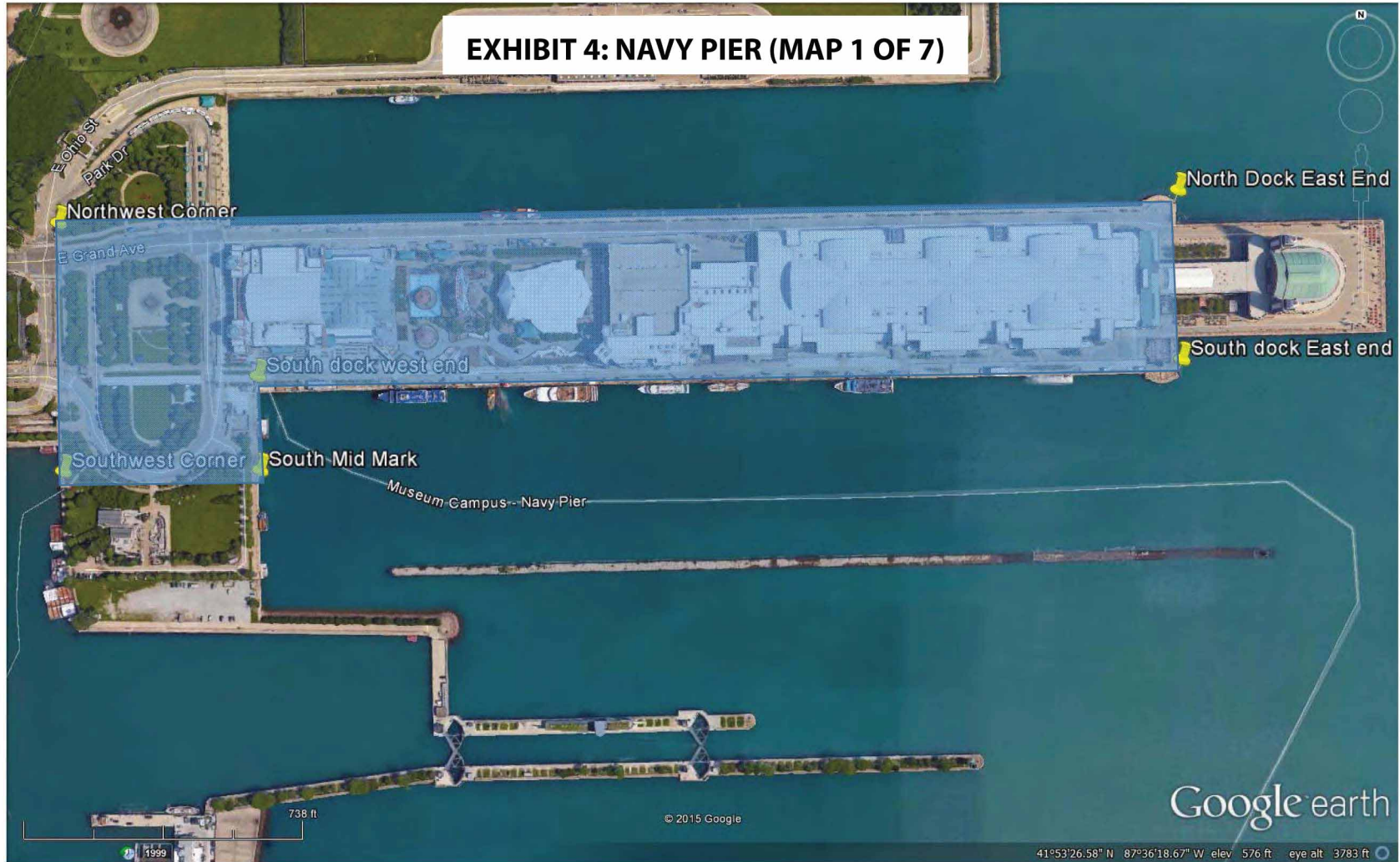
GATE 42
Private Charter
Accessible Drop Off/
Pick Up

GATE 43 - 44
Hotel Shuttle



AREA BETWEEN 25TH AND 31ST STREETS COMPRESSED TO FIT PAGE

Navy Pier GPS Coordinates for TNP's



North West Corner Coordinates

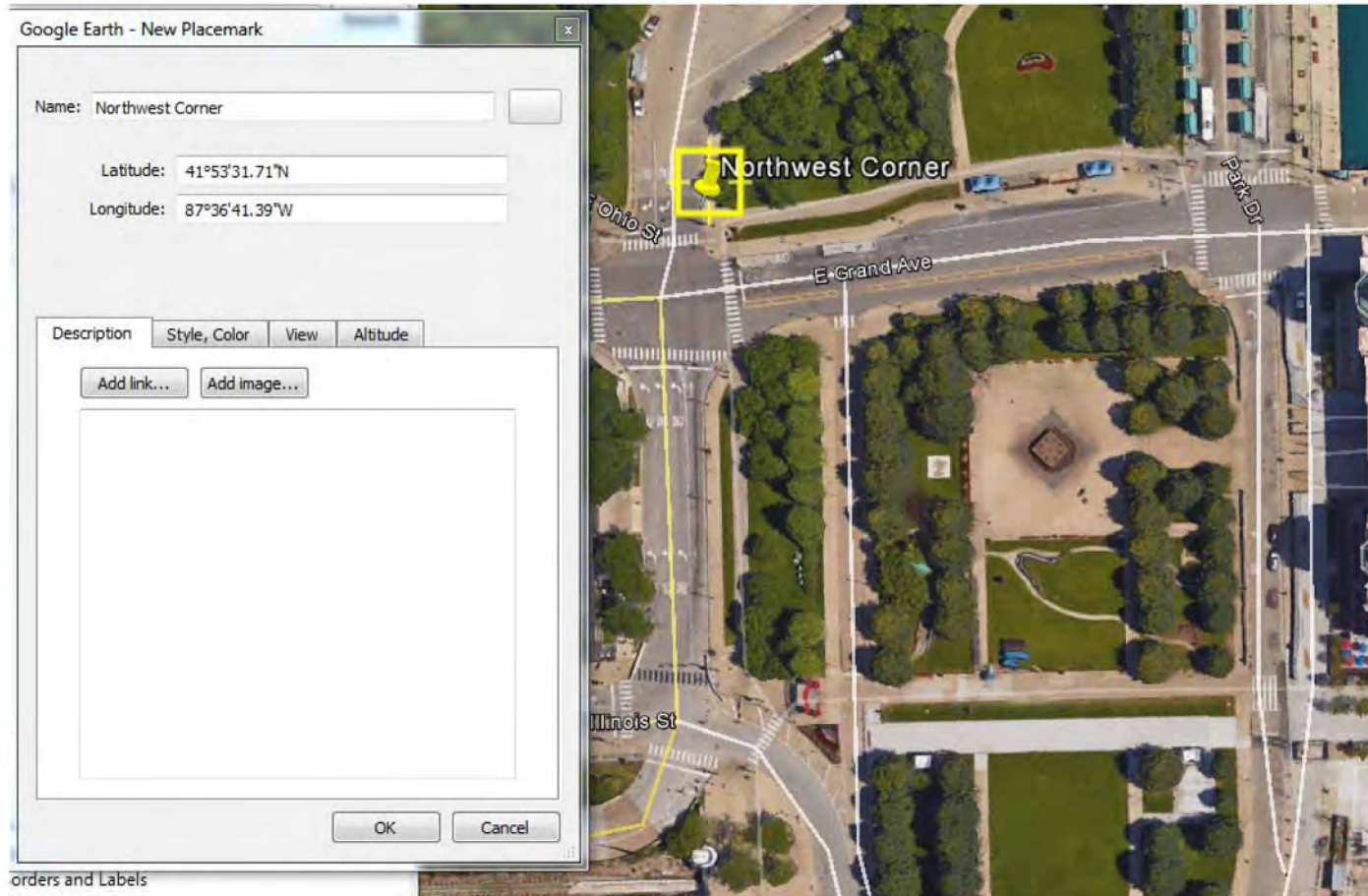
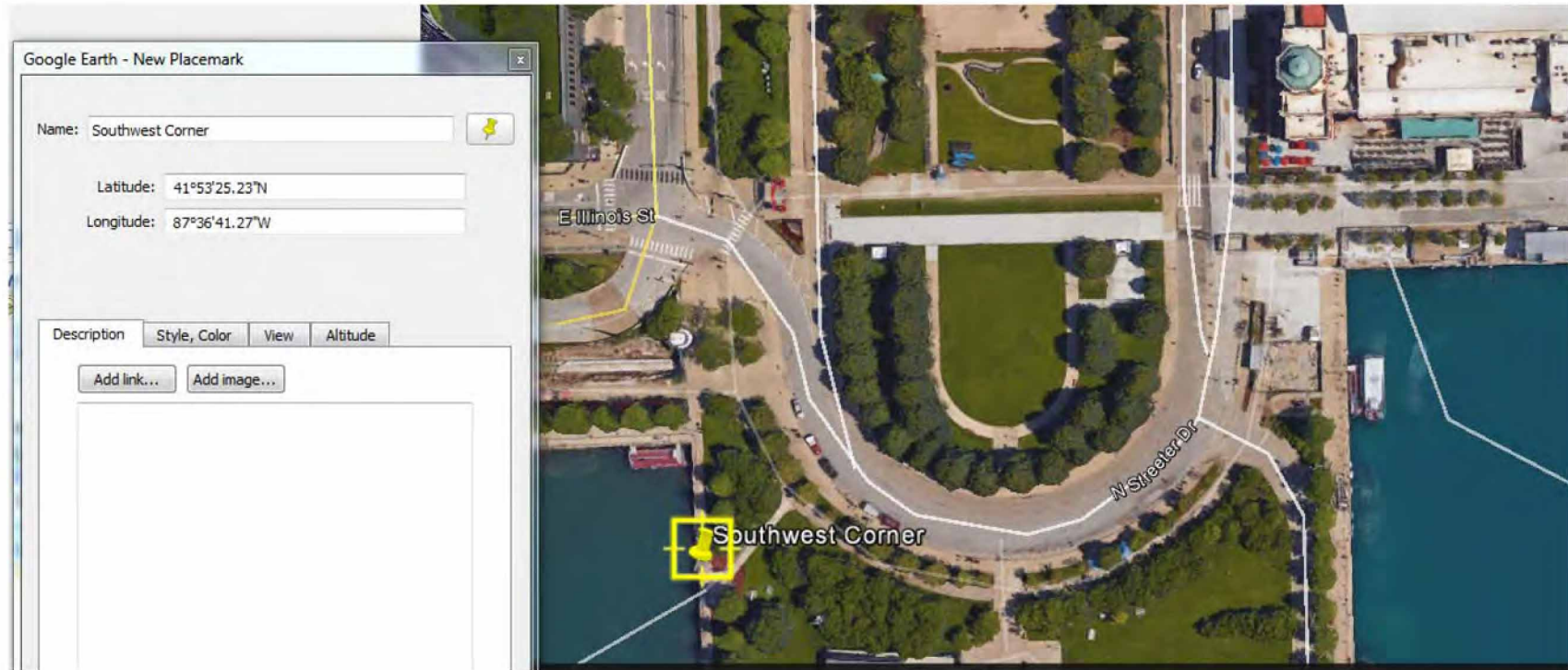
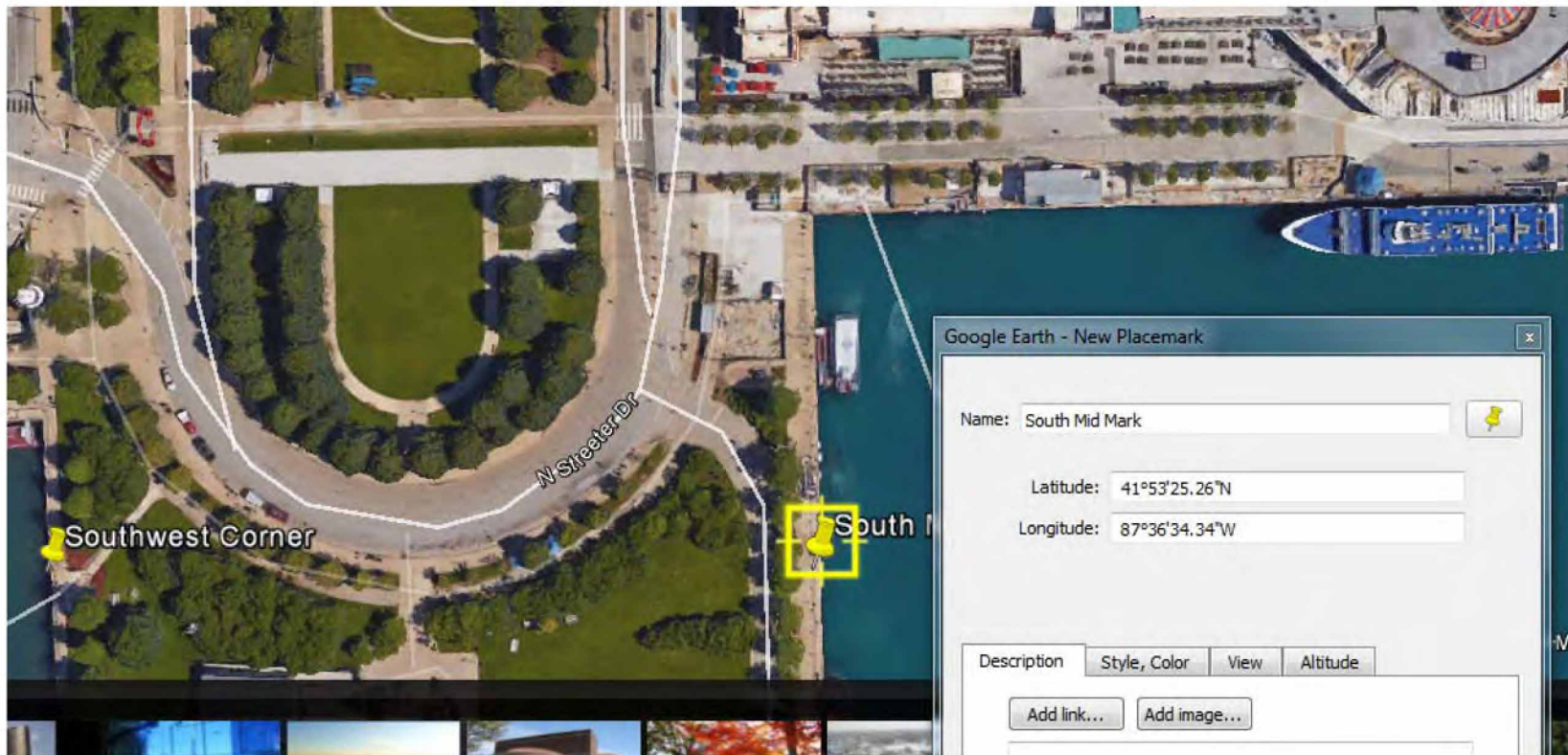


EXHIBIT 4: NAVY PIER (MAP 3 OF 7)

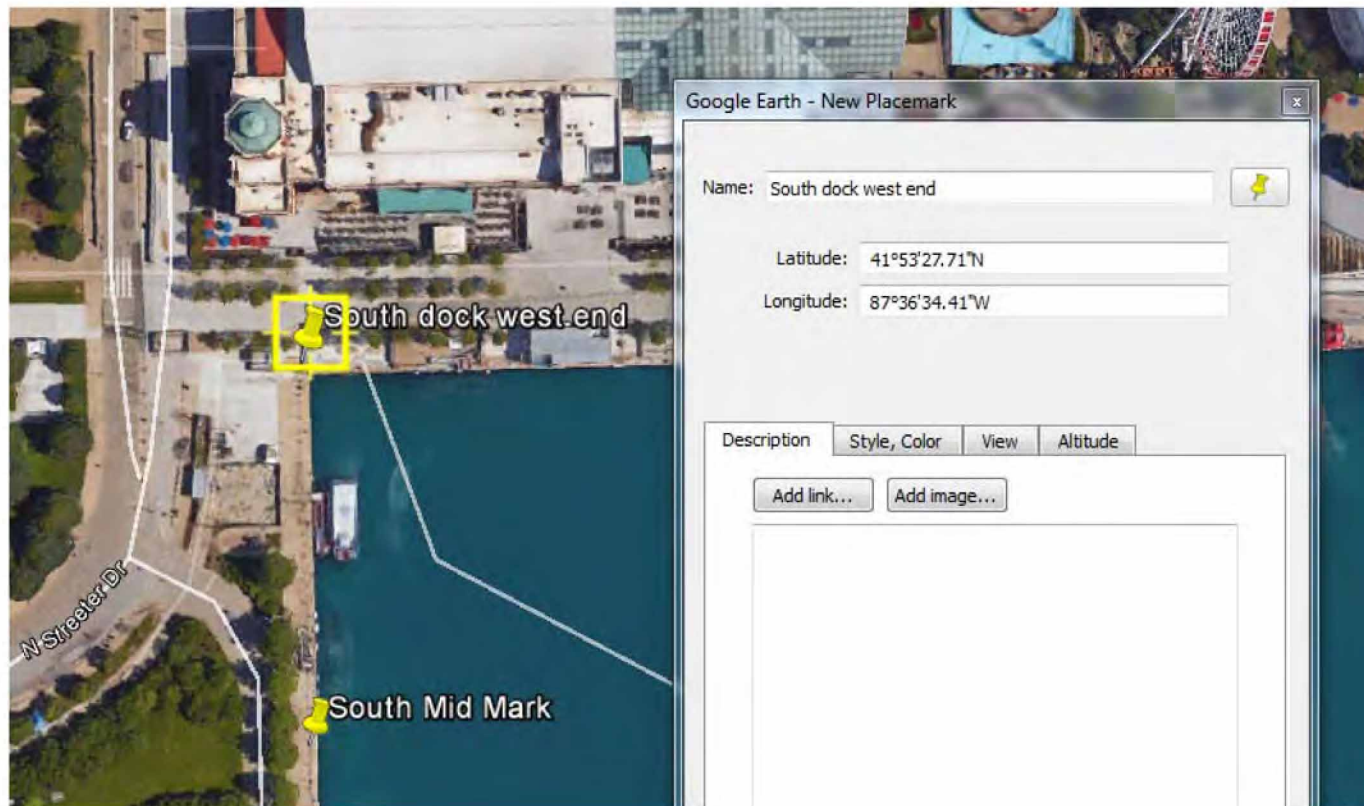
South West Corner Coordinates



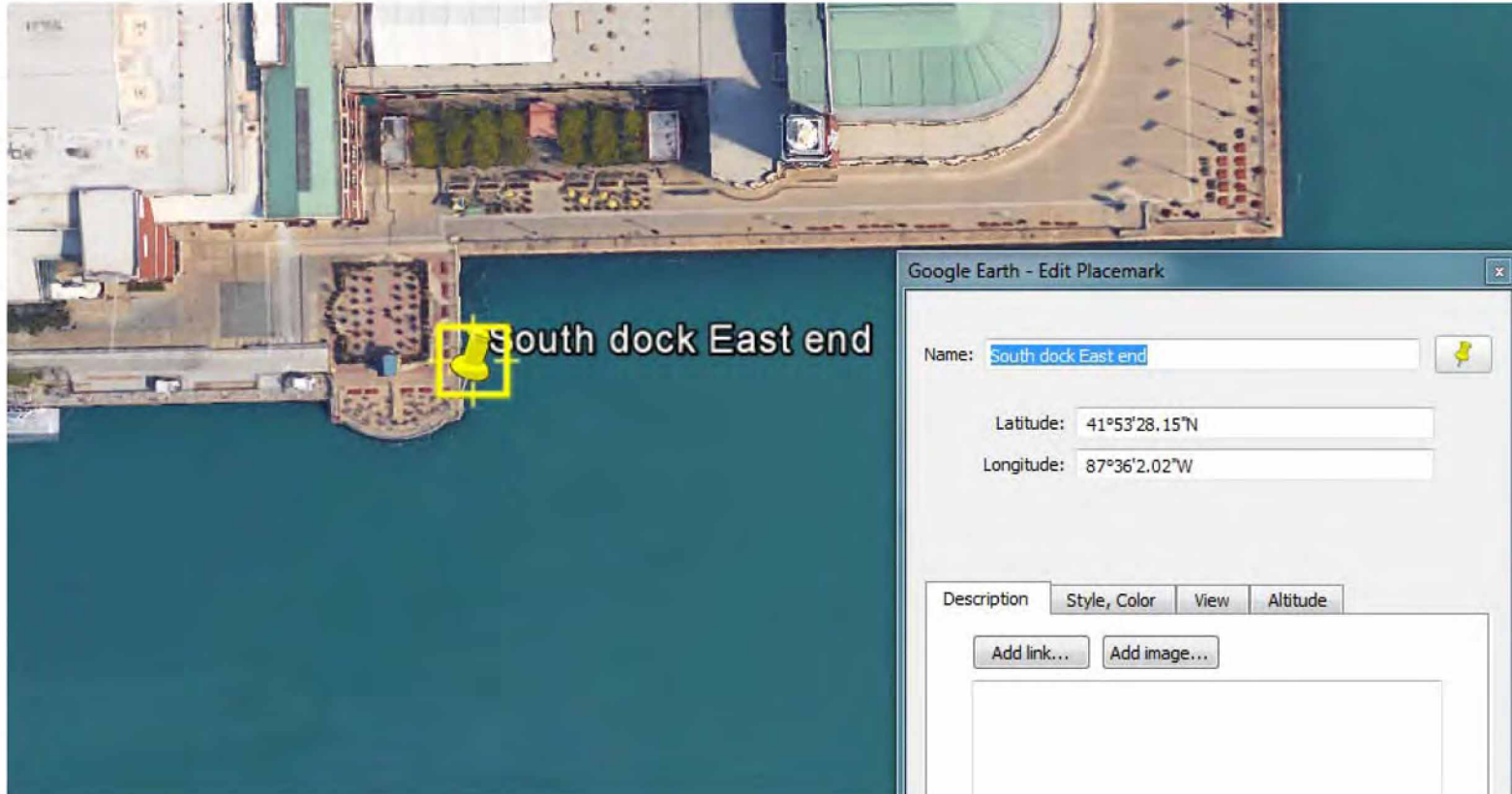
South Mid Mark Coordinates



South Dock West End Coordinates



South Dock East End Coordinates



North Dock East End Coordinates

