



Board Report

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Agenda Number: 15.

FINANCE, BUDGET AND AUDIT COMMITTEE
APRIL 19, 2017
PLANNING AND PROGRAMMING COMMITTEE
APRIL 19, 2017

SUBJECT: METRO BIKE SHARE PROGRAM

ACTION: APPROVE RECOMMENDATIONS FOR METRO BIKE SHARE PHASE II EXPANSION

RECOMMENDATION

CONSIDER:

- A. ADOPTING the **Phase II Metro Bike Share Expansion** (Phase II Expansion) Environmental Analysis findings that the expansion qualifies for a Categorical Exemption under Section 15303 (Class 3) New Construction or Conversion of Small Structures (Attachment A);
- B. AUTHORIZING staff to file the Notice of Exemption for the Phase II Expansion;
- C. ADOPTING the Phase II Expansion Title VI and Environmental Justice Analysis findings that there is no Disparate Impact and no Disproportionate Burden associated with the expansion (Attachment B); and
- D. AUGMENTING the Life of Project budget for Phase II Expansion by \$1,713,000 to \$4,499,000 to include previously Board approved pre-launch related costs.

ISSUE

At the October 2016 meeting, the Board authorized the CEO to exercise options within the Bicycle Transit Systems (BTS) contract for provision of the equipment, installation, and operations and maintenance (O&M) of the Phase II Expansion to Venice, Pasadena, and the Port of Los Angeles (Attachment C).

Environmental Analysis

An Environmental Analysis has been completed in compliance with the California Environmental Quality Act (CEQA). Metro serves as the CEQA Lead Agency and has final approval of all plans and environmental documents. Board adoption of the findings of the Environmental Analysis and Board

authorization to file the Notice of Exemption for the Phase II Expansion to Venice, Pasadena, and the Port of Los Angeles is being requested.

Title VI and Environmental Justice Analysis

A Title VI and Environmental Justice equity evaluation has been completed consistent with the requirements set forth in Executive Order 12890 and 49CFR Section 21.5. While thresholds have not been established for non-transit programs, such as bike share, this equity evaluation seeks to determine whether or not there is reason to believe that the siting of bike share facilities might cause a Disparate Impact or Disproportionate Burden. Board adoption of the Title VI Analysis for the Phase II Expansion to Venice, Pasadena, and the Port of Los Angeles is being requested. The analyses found that there is no Disparate Impact and no Disproportionate Burden associated with the expansion

Bike Share Phase II Life of Project (LOP)

At the October 2016 Board Meeting, the Board approved the expansion of the Bike Share program including \$4.499 million project cost in FY2017. It includes \$2.751 million one-time capital cost, \$1.713 million for pre-launch O&M cost and \$35K for bicycle GPS regional modeling. Life of Project (LOP) budget for Phase II Expansion was then established for \$2.786 million, excluding pre-launch O&M cost of \$1.713 million. Pre-launch costs were envisioned as an operations expense. Subsequently, the project team met with Accounting Department and OMB to discuss pre-launch O&M expenses, and both departments requested to include the pre-launch cost as part of the LOP in order to comply with the Metro capital project policy. This is a reallocation of costs from operating to capital and does not represent an increase to the total Phase II Expansion project cost.

DISCUSSION

Metro launched the Countywide Bike Share Program in July 2016, serving the Downtown Los Angeles area and currently operating 61 stations. The Phase II Expansion will add up to 15 stations in Venice, 34 stations in Pasadena, and 11 stations in the Port of Los Angeles by summer 2017. Stations will be installed in accordance with local regulations and considerations regarding locations of fire hydrants, crosswalks, driveways, standpipes, street furniture, bus stops/shelters and impact on sight lines.

While a preliminary list of bike share station locations was used to perform the Environmental Analysis and the Title VI and Environmental Justice Analysis, final locations will be determined based on several factors including space availability, accessibility, and safety.

Environmental Analysis Findings

The expansion qualifies for a CEQA Categorical Exemption under the *Section 15303 (Class 3) New Construction or Conversion of Small Structures* exemption because it involves a limited number of new, small structures. The Phase II Expansion in Venice, Pasadena, and the Port of Los Angeles will add up to 60 stations with limited disturbance since the station has a weighted base and most

stations will be placed on existing paved rights-of-way such as sidewalks and streets. Small concrete pads and electrical connection work may be installed/performed on up to 5 stations.

None of the exceptions to Categorical Exemptions apply to this project. The project area does not contain important farmland, wetlands, wild and scenic rivers, floodplains or critical habitats. Stations will be located near historic structures but they are congruent with the existing urban fabric and as such would not impact any archeological or paleontological sites. The project sites will not be located on sites identified as containing hazardous materials.

Title VI and Environmental Justice Analysis Findings

A Title VI and Environmental Justice equity evaluation has been completed consistent with the requirements set forth in Executive Order 12890 and 49CFR Section 21.5. While thresholds have not been established for non-transit programs such as bike share, this equity evaluation seeks to determine whether or not there is reason to believe that the siting of bike share facilities might cause a Disparate Impact or Disproportional Burden. Two separate analyses were performed: one taking into consideration the minority population share, the other taking into consideration the poverty population share within one-half mile area around the existing and proposed stations and comparing both demographic characteristics with that of the Los Angeles County population.

The analyses found that there is no Disparate Impact and no Disproportionate Burden associated with the expansion. Although the minority share of the population benefitting from the proposed program is less than for the County as a whole, the difference is less than 5% and presumed to be no Disparate Impact. The poverty share of the proposed program is greater than for the County as a whole and therefore has no Disproportionate Burden.

DETERMINATION OF SAFETY IMPACT

Adoption of the findings of the Environmental Analysis for the Phase II Expansion, authorization for staff to file the Notice of Exemption for the Phase II Expansion, adoption of the findings of the Title VI and Environmental Justice Analysis, and the increase of Life of Project will not have any adverse safety impacts on Metro employees and patrons.

FINANCIAL IMPACT

Upon approval of recommendation 4, the life of project budget will be augmented to \$4,499,000 for project number 210118 - Metro Bike Share Project Phase II Expansion. The FY17 budget will also include \$2,964,000 for expansion efforts in Cost Center 4320. Since this is a multi-year project, the cost center manager and the Chief Planning Officer will be responsible for budgeting the cost in future years, including any phase(s) the Board authorized to be exercised.

There is no financial impact for the LOP increase as it is a reallocation of pre-launch cost from operating to capital funds. There is no change in the total project cost for Phase II Expansion approved by the Board in October 2016.

Impact to Budget

The sources of funds are a Call for Projects grant, cities' reimbursements, and other eligible and available local funds or general funds. No other fund impacts will occur with the LOP adjustment to this project.

ALTERNATIVES CONSIDERED

The Board may choose not to adopt the findings of the Environmental Analysis for the Phase II Expansion, not to authorize staff to file the Notice of Exemption for the Phase II Expansion, not to adopt the findings of the Title VI and Environmental Justice Analysis for the Phase II Expansion, and not augment the LOP for Phase II Expansion by \$1.713 million which was the Board-approved pre-launch cost. This alternative is not recommended as it is not in line with previous Board direction.

NEXT STEPS

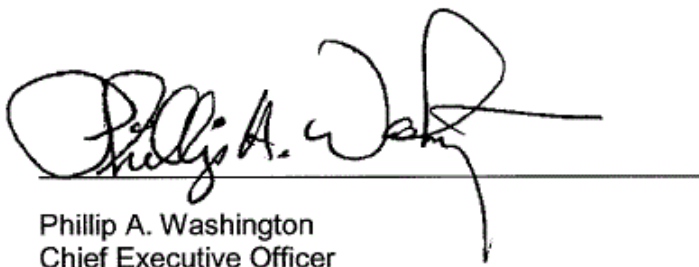
Upon Board adoption and authorization, the Notice of Exemption for the Phase II Expansion will be filed.

ATTACHMENTS

Attachment A - Categorical Exemption Analysis
Attachment B - Equity Analysis Methodology & Results
Attachment C - October 2016 Board Report

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CATEGORICAL EXEMPTION ANALYSIS

PROJECT DESCRIPTION

The Los Angeles County Metropolitan Transportation Authority (Metro) is proposing to implement a Countywide Bike Share system. Phase II of the proposed system would expand the bike share network outside of downtown Los Angeles and add approximately 60 new stations in Los Angeles (Port of Los Angeles and Venice) and Pasadena. Metro would own and manage the system's equipment and would contribute up to 50 percent of the system's capital costs.

The project includes the following actions: site plan approval by the City of Los Angeles Department of Transportation; site plan approval by the City of Pasadena Department of Transportation; approval by the Port of Los Angeles Engineering Division, approval of a Coastal Development Permit for the Port of Los Angeles and Venice locations; environmental compliance under the California Environmental Quality Act (CEQA); and placement of bike sharing stations.

Metro serves as the CEQA lead agency and would have final approval of all plans and environmental documents. The project includes up to 60 locations in the Port of Los Angeles, the community of Venice, and the City of Pasadena. While the locations listed below in Tables 1, 2, and 3 represent the general locations of each bike share station, in each city, final locations would be determined during the construction phase. Specific kiosk locations, such as intersection corners, nearby intersections, or midblock locations, would be determined based on factors like visibility and safety.

Although different bike share equipment and technologies are available, the project would include Third Generation-type equipment, with the option to upgrade equipment and technology as needed. For a Third Generation configuration, docks are wired together via plates or a top bar, and a cell/satellite connection is placed at each station kiosk. The bikes would be locked at each dock and solar power would be located at the kiosk to enable bike share operations. There are different types of configurations, and the exact configuration of each docking station would be selected during construction to best accommodate space and accessibility needs. Considerations, as outlined in the Regional Bike Share Implementation Plan, include space, safety, access, visibility, property ownership, solar access, route planning, bike share network, and street design and guidelines. Docking stations would be installed in accordance with local regulations regarding fire hydrants, crosswalks, driveways, standpipes, doorways, sidewalk widths, and effective widths.

Table 1
Potential Phase II Project Station Locations in Port of Los Angeles

Station Intersection/Point of Interest	Station Intersection/Point of Interest
Fanfare Fountain Cruise Terminal: Swinford & N. Front Street	Catalina Express site
USS Iowa	Downtown Harbor: 6th Street & Sampson
Crafted & E. 22nd Street	Ports O'Call & Nagoya Way
Doubletree Hotel: Via Cabrillo-Marina & Doubletree driveway	Cabrillo Beach
Wilmington Waterfront Park (West): Harry Bridges Blvd./John S. Gibson Blvd.	Wilmington Waterfront Park (East)
Banning Landing: S Avalon Blvd. & Water Street	

Source: Metro 2017

Table 2
Potential Phase II Project Station Locations in Venice

Station Intersection	Station Intersection
N. Venice Blvd. & Abbot Kinney Blvd.	Abbot Kinney Blvd. & Cadiz Street
N. Venice Blvd. & Pisani Place	Washington Blvd. & Pacific Avenue
Abbot Kinney Blvd. & California Avenue	Washington Blvd. & Dell Avenue
Abbot Kinney Blvd. & Westminster Avenue	S. Venice Blvd. & Walgrove Avenue
Washington Blvd. & Strongs Avenue	California Avenue & Lincoln Blvd.
Washington Blvd. & Abbot Kinney Blvd.	Rose Avenue & Rennie Avenue
N. Venice Blvd. & Lincoln Blvd.	Ocean Front Walk & N. Venice Blvd.
Rose Avenue & 7th Avenue	Windward Avenue & Windward Circle
Rose Avenue & Main Street	7th Avenue & San Juan Avenue
17th Street/SMC Expo Station	Downtown/4th Street Expo Station
N. Venice Avenue & Pacific Avenue	Ocean Front Walk & N. Venice Blvd.
Main Street & Windward Circle	Windward Avenue & Windward Circle
Ocean Front Walk & Navy Street	

Source: Metro 2017

Table 3
Potential Phase II Project Station Locations in Pasadena

Station Intersection	Station Intersection
Huntington Hospital	Marengo Avenue & Green Street (southeast side along Marengo Avenue)
Colorado Blvd. & Garfield Avenue (Paseo Colorado) (south side of E. Colorado Blvd, opposite Garfield Avenue)	Garfield Avenue & Holly Street (northwest corner along Holly Street)
Pasadena Library & E. Walnut (Walnut north side)	Euclid Avenue & Villa Street (north side along Villa Street)
Orange Grove Blvd. & Walnut Street (south side along Walnut Street)	Fair Oaks Avenue & Peoria Street (northeast corner along Peoria Street)
E. Union Street & N. Lake Avenue (north side of E. Union Avenue, just east of Lake Avenue)	S. Lake Avenue & E. Del Mar Blvd. (southwest corner along Del Mar Blvd.)

Station Intersection	Station Intersection
S. Lake Avenue & E California Blvd. (west side of S. Lake Avenue, south of E California Blvd.)	S. Chester Avenue & Cordova Avenue (south side along Cordova Avenue)
E. Colorado Avenue & Bonnie Avenue (south side of E. Colorado Blvd., west of Bonnie Avenue)	S. Raymond Avenue & Fillmore Street (northeast side)
MTA Right-of-Way – City Maintenance (Holly Street)	N. Lake Avenue & E. Maple Avenue (southbound Foothill Transit 690 stop – west side of N. Lake Avenue, south of E. Maple Street)
Allen Avenue & Corson Street (west side of Allen Avenue, north of Corson Street)	S. Raymond Avenue & E. Del Mar Blvd. (west side of S. Raymond Avenue, opposite Del Mar Metro Station)
E. Green Street & S. Hill Avenue (north side of E. Green, west of S. Hill Avenue)	S. Pasadena Avenue & W. Dayton Street (east side of S Pasadena Avenue, north of W. Dayton Street)
S. Oakland Avenue & E. Union Street (southwest corner)	N. Lake Avenue & Merrett Drive (east side of N. Lake Avenue, opposite Merrett Drive)
N. Madison Avenue & E. Green Street (Playhouse lot)	S. Wilson Avenue & San Pasqual Street (northeast corner along Wilson Avenue)
S. Oak Knoll Avenue & E. Colorado Blvd. (northeast corner on Oak Knoll Avenue)	Wilson Avenue & Colorado Blvd. (north side)
MTA Right-of-Way – City Maintenance (Colorado Blvd.)	Fair Oaks Avenue & Mountain Street (Jackie Robinson Community Center)
S. Lake Avenue & Cordova Street (south side on Cordova Street)	Mercantile Alley (south side next to the parking structure)
E. Bellevue Drive at S. Arroyo Pkwy. (northeast corner)	Cordova & S. Los Robles (northwest corner)
Rose Bowl (near bus stop)	Caltech East (north side of street)
<i>Source: Metro 2017</i>	

CITY OF LOS ANGELES (VENICE AND PORT OF LOS ANGELES)

ENVIRONMENTAL SETTING

The City of Los Angeles General Plan land use designation where the docking stations would be located is Open Space/Commercial/Industrial/Multifamily Residential in both the Port of Los Angeles and the community of Venice. Project sites are located in urban areas adjacent to surface parking lots and paved rights-of-way. The project sites are typically surrounded by commercial sites, with high foot traffic and served by public transit. The majority of docking sites would be located on paved rights-of-way such as sidewalks and parking lots, in areas that do not contain native vegetation and are characterized by an urban type visual character. One docking site in the Port of Los Angeles is located on what is currently turf, and would require a concrete pad to be poured. The project sites both in the Port of Los Angeles and the community of Venice are located within the Coastal Zones, which is subject to the provisions of the Coastal Act of 1976.

Per Figure CR 4 in the City of Los Angeles General Plan Draft Environmental Impact Report (EIR), the project area in the Port of Los Angeles contains historic cultural monuments, while the project area in Venice does not contain historic cultural monuments (Los Angeles 1995). Docking stations would be located near historic cultural monuments, but the stations would be on sidewalks and be congruent with the existing urban fabric. The City of Los Angeles General Plan identifies the project area as largely devoid of any natural habitat that could contain any protected or endangered species (Los Angeles 1995).

Project components are described in Table 4.

Table 4
LA Metro Bike Share Project Components

Component	Description
Construction of Docking Station	Docking stations would be dropped into place. Docking stations would be held down with a weighted base, avoiding the need for bolting. One station would require the pouring of a concrete base.
Construction Equipment	Lift gate, pallet jack, trucks.
Construction Duration	Installation of docking station would take approximately four hours.
Project Operation	Docking stations would be operated by users with a pass card or a single-use permit. Bikes would be used and exchanged between stations. Solar stations would power all docking and payment stations in Venice and Port of Los Angeles.

Source: Metro 2015

A. EXEMPT STATUS

The LA Metro Countywide Bike Share system project qualifies for a CEQA Categorical Exemption under CEQA Guidelines Section 15303, New Construction or Conversion of Small Structures (Class 3).

B. REASON WHY THE PROJECT IS EXEMPT

Article 19 (Categorical Exemptions) of the CEQA Guidelines lists classes of projects that are exempt from the requirements of CEQA. This section analyzes why this project meets the conditions for a Class 3 – New Construction or Conversion of Small Structures exemption and includes the reasons why none of the possible exceptions to Categorical Exemptions, found in Section 15300.2, Exceptions, apply to this project. The statutory language of each condition and possible exception is printed in bold italics below, followed by the project-related analysis for each condition and exception.

Categorical Exemption Analysis

15303 New Construction or Conversion of Small Structures

Class 3 consists of construction and location or limited numbers of new, small facilities or structures, installation of small new equipment and facilities in small structures...

The proposed project meets this condition. The proposed project is categorically exempt from environmental review under CEQA because the project involves the installation of a limited number of new small structures. The project would install up to 26 bike share stations in the city of Los Angeles (up to 15 in Venice and up to 11 in or near the Port of Los Angeles), as shown in Tables 1 and 2. The new structures would contain Third Generation bike docking stations, as stated above in the project description, and each docking station would be sized based on ridership expectations as outlined in the Regional Bike Share Implementation Plan. Most docking station installation would not require digging or pavement disturbance, as the stations would have a weighted base. They would be placed on existing paved surfaces, such as parking lots, or in existing rights-of-way, such as sidewalks. One docking station in Port of Los Angeles

would require that a concrete pad be poured over existing turf. Nonetheless, this disturbance would be minimal and as analyzed below would not impact environmental resources.

Conclusion

As outlined above, the proposed project qualifies for the Section 15303, New Construction or Conversion of Small Structures (Class 3), exemption category under CEQA.

C. EXCEPTIONS TO CATEGORICAL EXEMPTION ANALYSIS

The analysis is based on the City of Los Angeles General Plan Draft EIR, published on January 19, 1995.

15300.2 Exceptions

(a) Location. Classes 3, 4, 5, 6, and 11 are qualified by consideration of where the project is to be located—a project that is ordinarily insignificant in its impact on the environment may in a particularly sensitive environment be significant. Therefore, these classes are considered to apply all instances, except where the project may impact on an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies.

This exception does not apply to the proposed project. The project area contains no important farmland, wetlands, wild and scenic rivers, floodplains, or critical habitat (Los Angeles 1995). The project would require a small patch of turf removal to install one docking station on the Port of Los Angeles, but no important farmland, wetlands, wild and scenic rivers, floodplains, or critical habitat would be impacted. Ground disturbance would be minimal and would not impact sensitive resources. The project sites are located in the Coastal Zones for both the Port of Los Angeles and the community of Venice. Nonetheless, the project would comply with policies included in the Venice Local Coastal Program (2001) and the Port of Los Angeles Master Plan (2014). For example, the project would comply with policies aimed at protecting scenic qualities (Section 30251) and enhancing public access to the coast (Section 30252) in the City of Venice Local Coastal Program. As such, the project would not impact resources in the Coastal Zones and exception (a) would not apply to the proposed project.

Docking stations would be located near historic structures, but the stations would be congruent with the existing urban fabric and as such would not impact historic resources.

The project would involve only minimal ground disturbance, in areas previously disturbed for turf installation and maintenance. As such, the project would not impact any archaeological or paleontological sites.

The project would not be located on sites identified as containing hazardous materials (DTSC 2017a, 2017b).

Natural Habitat and Endangered Species

The proposed project area is located in a developed urban area that does not contain substantial areas of natural habitat for plants and animals (Los Angeles 1995). Project installation would require a small amount of ground disturbance for the installation of one concrete pad for one docking station. No natural habitat or

endangered species would be impacted. No other docking stations would require any ground disturbance. The project area has no native wild vegetation, and existing vegetation is ornamental. As such, the project would not impact sensitive environments and this exception would not apply to the proposed project.

Historic Resources

Los Angeles contains numerous historic buildings and historic districts as shown in Figure CR 4 in the City of Los Angeles General Plan Draft EIR (Los Angeles 1995). Docking stations would be located in the vicinity of historic places and structures such as the Los Angeles Maritime Museum. Nonetheless, the stations would be visually congruent with the historic structures' existing urban setting and would not damage the quality of historic structures. The docking stations would not create new visual barriers that would change the historic character of an area or break up the continuity of a historic district. They would be placed on existing sidewalks, in existing parking spaces, or in parking lots and would not constitute a substantial visual change in the character of an area or contribute to a decline in a resource's importance. Further, due to their location in pre-established urban areas and their size, the docking stations would not impact the historic resources' integrity. As such, the project would not impact historic resources.

Hazardous Site

See item (e) below.

Conclusion

The project site is not located on a hazardous site that is included on any list compiled pursuant to Section 65962.5 of the Government Code. There are no wetlands, endangered species, wildlife habitats, and cultural, historical, and archaeological resources on the site; therefore, this exception is not applicable.

(b) Cumulative Impact. All exemptions for these classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time is significant.

This exception does not apply to the proposed project. The project would construct new small structures. The project would require a small amount of ground disturbance to remove a small patch of turf to pour in a pad of concrete for the installation of one docking station in the Port of Los Angeles. No other docking station would require any ground disturbance activities or vegetation removal. Because ground disturbance would be minimal, the project would not result in any significant impacts and therefore would not contribute to any cumulative biological or cultural resources impacts. Therefore, this exception would not apply to the proposed project.

(c) Significant Effect. A categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.

This exception does not apply to the proposed project. There are no unusual circumstances at the project sites or planned project operations that would create a reasonable possibility of significant effects to the environment. The project would not have a significant effect on any biological or cultural resources. In addition, project implementation would follow all City of Los Angeles regulations as they relate to the installation of new small structures. The project would be compatible with the areas' land use and would

not change their functions. Therefore, there would be no potential for significant effects and this exception does not apply to the proposed project.

(d) Scenic Highways. A categorical exemption shall not be used for a project which may result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway. This does not apply to improvements which are required as mitigation by an adopted negative declaration or certified EIR.

This exception does not apply to the proposed project. There are no designated scenic highways in the project area. As such, the project would not impact any scenic resources within an officially designated state scenic highway.

(e) Hazardous Waste Sites. A categorical exemption shall not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code.

This exception does not apply to the proposed project. A search of the GeoTracker and EnviroStor environmental databases was conducted. The records review showed that the project would not be located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code in Los Angeles (DTSC 2017a, 2017b; SWRCB 2017).

(f) Historical Resources. A categorical exemption shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource.

This exception does not apply to the proposed project. The project would involve a small amount of ground-disturbing activities to remove a patch of turf and pour in a concrete pad for one docking station. All other docking stations would be placed on previously disturbed paved areas via lift gate or pallet jack, and they would be held down by a weighted base. Because ground disturbance would be minimal the project would not impact any archaeological or paleontological resources. As discussed above, historical buildings are located throughout the project area and some docking stations would be located on adjacent corner streets. Nonetheless, the docking stations would not modify the historical resources, nor would they modify the structures' integrity or eligibility. Therefore, there would be no impact on cultural resources and this exception would not apply.

CITY OF PASADENA**ENVIRONMENTAL SETTING**

The City of Pasadena General Plan land use plan designations where the docking stations would be located is Open Space/Commercial/Industrial/Multifamily Residential. All project sites are located in urban areas adjacent to surface parking lots and paved rights-of-way. The project sites are typically surrounded by commercial sites, with high foot traffic and served by public transit. The docking sites would be located on paved rights-of-way such as sidewalks and parking lots, areas that do not contain native vegetation and with a low degree of visual character. Per Figure 5.4-1 of the Pasadena General Plan Draft EIR, the project area contains several historic resources. Docking stations would be located near historic cultural monuments, but they would be on sidewalks and would be congruent with the existing urban fabric. Cultural and historic resources sites are protected under federal, state, and local regulations, depending on their listing status.

The City of Pasadena Draft EIR identifies the project area as largely devoid of any natural habitat that could contain any protected or endangered species (Pasadena 2015).

Project components are described in Table 5.

Table 5
LA Metro Bike Share Project Components

Component	Description
Construction of Docking Station	Docking stations would be dropped into place. Docking stations would be held down with a weighted base, avoiding the need for bolting. Minimal ground disturbance would take place at two stations.
Construction Equipment	Lift gate, pallet jack, trucks.
Construction Duration	Installation of docking station would take approximately four hours.
Project Operation	Docking stations would be operated by users with a pass card or a single-use permit. Bikes would be used and exchanged between stations. Solar stations would power most docking and payment stations. Up to 2 docking stations will be hardwired with electricity that is not solar in origin in Pasadena.
<i>Source: Metro 2015</i>	

A. EXEMPT STATUS

The LA Metro Countywide Bike Share system project qualifies for a CEQA Categorical Exemption under CEQA Guidelines Section 15303, New Construction or Conversion of Small Structures (Class 3).

B. REASON WHY THE PROJECT IS EXEMPT

Article 19 (Categorical Exemptions) of the CEQA Guidelines lists classes of projects that are exempt from the requirements of CEQA. This section analyzes why this project meets the conditions for a Class 3 – New Construction or Conversion of Small Structures exemption and includes the reasons why none of the possible exceptions to Categorical Exemptions, found in Section 15300.2, Exceptions, apply to this project. The statutory language of each condition and possible exception is printed in bold italics below, followed by the project-related analysis for each condition and exception.

Categorical Exemption Analysis

15303 New Construction or Conversion of Small Structures

Class 3 consists of construction and location or limited numbers of new, small facilities or structures, installation of small new equipment and facilities in small structures...

The proposed project meets this condition. The proposed project is categorically exempt from environmental review under CEQA because the project involves the installation of a limited number of new small structures. The project would install 34 bike share stations in Pasadena, as shown in Table 3 above. The new structures would contain Third Generation bike docking stations, as stated above in the project description, and each docking station would be sized based on ridership expectations as outlined in the Regional Bike Share Implementation Plan. Docking station installation would require a small amount of digging and pouring of concrete for up to two docking stations that will be located on what is existing turf. Other docking stations will not require digging or pavement disturbance, as the stations would have a weighted base. They would be placed on existing paved surfaces, such as parking lots, or in existing rights-of-way, such as sidewalks.

Conclusion

As outlined above, the proposed project qualifies for the Section 15303, New Construction or Conversion of Small Structures (Class 3), exemption category under CEQA.

C. EXCEPTIONS TO CATEGORICAL EXEMPTION ANALYSIS

The analysis is based on the City of Pasadena's General Plan EIR, published on January 14, 2015.

15300.2 Exceptions

(a) Location. Classes 3, 4, 5, 6, and 11 are qualified by consideration of where the project is to be located—a project that is ordinarily insignificant in its impact on the environment may in a particularly sensitive environment be significant. Therefore, these classes are considered to apply all instances, except where the project may impact on an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies.

This exception does not apply to the proposed project. The project area contains no important farmland, wetlands, wild and scenic rivers, floodplains, or critical habitat (Pasadena 2015). The project would involve minor ground disturbance for a small amount of turf removal at up to two docking stations. As such, vegetation removal and ground disturbance would be minimal.

Docking stations would be located near historic structures, but the stations would be congruent with the existing urban fabric and as such would not impact historic resources. Because ground disturbance would be minimal and the station would be congruent with surrounding areas, the project would not impact any archaeological or paleontological sites. The project sites are not identified as containing hazardous materials (DTSC 2017a, 2017b).

Natural Habitat and Endangered Species

The proposed project area is located in a developed urban area that does not contain substantial areas of natural habitat for plants and animals (Pasadena 2015). Project installation would require a small amount of ground disturbance for the installation of concrete pads for up to two docking stations. Because the two stations are located on existing turf in previously disturbed areas natural habitat or endangered species would not be impacted. No other docking stations will require any ground disturbance. The project area has no native wild vegetation, and existing vegetation is ornamental. As such, the project would not impact sensitive environments and this exception would not apply to the proposed project.

Historic Resources

Pasadena contains numerous historic buildings and historic districts as shown in Figure 5.4-1 of the Pasadena General Plan Draft EIR (Pasadena 2015). Docking stations would be located in the vicinity of historic places and structures like the Rose Bowl. Nonetheless, the stations would be visually congruent with the historic structures' existing urban setting and would not damage the quality of historic structures. The docking stations would not create new visual barriers that would change the historic character of an area or break up the continuity of a historic district. They would be placed on existing sidewalks, in existing parking spaces, or in parking lots and would not constitute a substantial visual change in the character of an area or contribute to a decline in a resource's importance. Further, due to their location in pre-established urban areas and their size, the docking stations would not impact the historic resources' integrity. As such, the project would not impact historic resources.

Hazardous Site

See item (e) below.

Conclusion

The project site is not located on a hazardous site that is included on any list compiled pursuant to Section 65962.5 of the Government Code. There are no wetlands, endangered species, wildlife habitats, and cultural, historical, and archaeological resources on the site; therefore, this exception is not applicable.

(b) Cumulative Impact. All exemptions for these classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time is significant.

This exception does not apply to the proposed project. The project would construct new small structures. The project would require a small amount of ground disturbance and turf removal for up to 2 docking stations. The project would not result in any significant impacts and therefore would not contribute to any cumulative biological or cultural resources impacts. Therefore, this exception would not apply to the proposed project.

(c) Significant Effect. A categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.

This exception does not apply to the proposed project. There are no unusual circumstances at the project sites or planned project operations that would create a reasonable possibility of significant effects to the

environment. The project would not have a significant effect on any biological or cultural resources. In addition, project implementation would follow all City of Pasadena regulations as they relate to the installation of new small structures. The project would be compatible with the current usage of the project areas and would not change current project site functions. Therefore, there would be no potential for significant effects and this exception does not apply to the proposed project.

(d) Scenic Highways. A categorical exemption shall not be used for a project which may result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway. This does not apply to improvements which are required as mitigation by an adopted negative declaration or certified EIR.

This exception does not apply to the proposed project. Although Highway 110 has a small segment in Pasadena that is an eligible state scenic highway, no bike stations are proposed on this stretch of highway. As such, the project would not impact scenic resources within an officially designated state scenic highway.

(e) Hazardous Waste Sites. A categorical exemption shall not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code.

This exception does not apply to the proposed project. A search of the GeoTracker and EnviroStor environmental databases was conducted. The records review showed that the project would not be located on a site that is included on any list compiled pursuant to Section 65962.5 of the Government Code in (DTSC 2017a, 2017b; SWRCB 2017).

(f) Historical Resources. A categorical exemption shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource.

This exception does not apply to the proposed project. The project would involve a small amount of ground-disturbing activities to remove turf and pour in a concrete pad for up to two docking stations. All other docking stations would be placed on previously disturbed paved areas via lift gate or pallet jack, and they would be held down by a weighted base. Because ground disturbance would be minimal, the project would not impact any archaeological or paleontological resources. As discussed above, historical buildings are located throughout the project area and some docking stations would be located on adjacent corner streets. Nonetheless, the docking stations would not modify the historical resources, nor would they modify the structures' integrity or eligibility. Therefore, there would be no impact on cultural resources and this exception would not apply.

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**Equity Analysis
Methodology & Results**

**Proposed Bike Share Expansion Program
Siting of Program Locations
February 2017**

Service Planning and Scheduling
Office of Civil Rights

Contents

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1. PROPOSAL OVERVIEW

Metro's countywide bike share program is being expanded into Pasadena, Port of Los Angeles and Venice. Participants would be able to rent and return a bicycle from any of the program's self service locations. This equity evaluation considers the expansion program that would establish rental locations in and around these expansion areas. Only the siting of these locations is being evaluated.

2. METHODOLOGICAL APPROACH

Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.) prohibits discrimination on the basis of race, color, or national origin in any program or activity that receives Federal funds or other Federal financial assistance. Programs that receive Federal funds cannot distinguish among individuals on the basis of race, color or national origin, either directly or indirectly, in the types, quantity, quality or timeliness of program services, aids or benefits that they provide or the manner in which they provide them. This prohibition applies to intentional discrimination as well as to procedures, criteria or methods of administration that appear neutral but have a discriminatory effect on individuals because of their race, color, or national origin.

If policies and practices have a potential discriminatory effect a recipient must modify the proposed changes in order to avoid, minimize, or mitigate potential disparate impacts, and then reanalyze the proposed changes in order to determine whether the modifications actually removed the potential disparate impacts. If the recipient chooses not to alter the proposed policy or practice despite the potential disparate impact, they may implement the policy or practice if they can show that it was necessary to achieve a substantial legitimate objective and that there were no alternatives that would have a less disparate impact on minority populations.

Additionally, Persons with limited English proficiency must be afforded a meaningful opportunity to participate in programs that receive Federal funds. Policies and practices may not deny or have the effect of denying persons with limited English proficiency equal access to Federally-funded programs for which such persons qualify. This aspect of Title VI is not evaluated with regard to the placement of program facilities.

Environmental justice was first identified as a national policy in 1994 when President Clinton signed Executive Order 12898 (E.O. 12898), *Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*. This order requires that each federal agency shall, to the greatest extent allowed by law, administer and implement its programs, policies, and activities that affect human health or the environment so as to identify and avoid "disproportionately high and adverse" effects on minority and low-income populations. E.O. 12898 thus applies to a wider population than Title VI, which does not cover low-income populations.

A Title VI and Environmental Justice equity evaluation has been completed consistent with the requirements set forth in Executive Order 12890 and 49CFR Section 21.5. One

of the primary purposes of a bike share network is to provide first and last mile connectivity for the transit system. As such a bike share system can be considered as a transit amenity and a similar methodology can be used to determine the Title VI and Environmental Justice Impacts. This equity evaluation is based on the analysis of this amenity in the context of the entire system and uses the same thresholds that are applied to other transit amenities. *-

The basic approach to this analysis is to compare the demographics of the population within one-half mile of the proposed bicycle share facilities to the demographics of Los Angeles County. This distance was chosen on the presumption that the vast majority of bike share users would walk to/from the facilities. Since the availability of a bike share facility is considered a benefit, then the benefiting population should not be significantly less minority or significantly less poor than the county population. If this is so, then there is a presumption of no Disparate Impact on minorities and no Disproportionate Burden on poverty level persons.

Data Sources

Data on the ethnicity and household income levels of the population of Los Angeles County was obtained from the 2010 US Census. Population ethnicity is available at the block group level. The poverty classification of households, and therefore members of those households, was obtained from the 2006-2010 American Community Survey (another US Census data product) and is available at the census tract level.

Step By Step Methodology

A list of the existing and proposed demonstration bicycle share facility locations was obtained and linked to a geographic database containing census data (Tables 1 and 2). Two separate analyses were performed: (1) the minority and total populations of all block groups within one-half mile of the combined bicycle share facilities were aggregated with the resulting minority population shares being compared to the minority share of the Los Angeles county population, and (2) the poverty and total populations of all census tracts within one-half mile of the combined bicycle share facilities were aggregated with the resulting poverty population shares being compared to the poverty share of the Los Angeles county population.

Table 1
Existing Bicycle Shared Facility Locations

11th St. at Maple Ave.	Industrial St at Mateo St.
11th St. at Santee St.	Los Angeles at Temple St.
12th St. at Hill St.	Main St. at 1 st
18th St. at Figueroa St.	Main St. at 4th St.
18th St. at San Pedro St.	Main St. at 5 th St.
1st St. at Judge John Aiso	Main St. at 6 th St.
2nd St. at Figueroa St.	Main St. at 9 th St.
2nd St. at Hill St.	New High St. at Ord St.
3rd St. at San Pedro St.	Olive St. at 5 th
3rd St. at Santa Fe Ave.	Olive St. at 8 th
5 th St. at Grand Ave.	Pico Bl. at Flower St.
5th St. at Hewitt St.	Pico Bl. at Maple St.
7th St. at Bixel St.	San Julian St. at 12 th St.
7 th St. at Broadway	Spring St. at 3 rd St.
7 th St. at Main St.	Spring St. at College St.
7 th St. at Spring St.	Stanford St.at 12 th St.
8th St. at Wall St.	Temple St. at Vignes St.
9th St. at Los Angeles St.	Traction Ave. at Rose St.
Broadway at 3 rd St.	Union Station West Portal
Broadway at 9 th St.	Willow St. at Mateo St.
Factory Place at Alameda	Wilshire Bl. at Witmer St.
Figueroa St. at 8 th St.	
Figueroa St. at 9 th St.	
Figueroa St. at Chavez Ave.	
Figueroa St. at Pico Bl.	
Flower St. at 7 th St.	
Grand Ave at 14 th St.	
Grand Ave at 3 rd St.	
Grand Ave at 7 th St.	
Grand Ave at Olympic Bl.	
Grand Ave at Temple St.	
Grand Ave at Washington Bl.	
Hill St. at College St.	
Hill St. at Washington Bl.	
Hope St. at 11 th St.	
Hope St. at 1 st St.	
Hope St. at 6 th St.	
Hope St. at Olympic Bl.	
Imperial at 7 th St.	

Table 2
Proposed Bicycle Shared Facility Locations

Pasadena (Proposed)

Huntington Hospital
 Marengo Ave at Green St
 Colorado Bl. at Garfield Ave (Paseo Colorado)
 Garfield Ave at Holly St
 Pasadena Library at Walnut
 Orange Grove Blvd at Walnut St

 Fair Oaks Ave at Peoria St
 E Union St at Lake Ave

 Lake Ave at Del Mar Bl.

 Lake Ave at California Bl.
 Chester Ave at Cordova Ave
 Colorado Bl. at Bonnie Ave
 Raymond Ave at Fillmore St
 MTA ROW at Holly St.
 Lake Ave at Maple Ave
 Allen Ave at Corson St

 Raymond Ave at Del Mar Bl.
 Green St at Hill Ave
 Pasadena Ave at Dayton St
 Oakland Ave at Union St

 Lake Ave at Merrett Dr
 Madison Ave at Green St
 Wilson Ave at San Pasqual St
 Oak Knoll Ave at Colorado Bl.
 Wilson Ave at Colorado Bl.
 MTA ROW at Colorado Bl.
 Fair Oaks Ave at Mountain St
 Lake Ave at Cordova St
 Mercantile Alley
 Bellevue at Arroyo Parkway

 Cordova at Los Robles
 Rose Bowl
 Caltech East

Port of Los Angeles (Proposed)

Swinford and N Front Street
 Catalina Express site
 USS Iowa
 6th street and Sampson
 Crafted at 22nd St.
 Ports O'Call at Nagoya Way
 Cabrillo-Marina/ Doubletree
 driveway
 Cabrillo Beach
 Wilmington Waterfront Park
 (West)
 Wilmington Waterfront Park
 (East)
 S Avalon Blvd and Water Street

Venice (Proposed)
 Venice Blvd at Abbott Kinney Bl.
 Venice Blvd at Pisani Pl.
 Abott Kinney Bl. at California Ave.
 Abott Kinney Bl. at Cadiz Ct.
 Abott Kinney Bl. at Westminster
 Ave.
 Washington Bl. at Pacific Ave.
 Washington Bl. at Strongs Ave.
 Washington Bl. at Dell Ave.
 Washington Bl. at Abbot Kinney
 Bl.
 Venice Bl. At Walgrove Ave.
 Venice Bl. At Lincoln Bl.
 California Ave at Lincoln Bl.
 Rose Ave at 7th Ave.
 Rose Ave at Rennie Ave.
 Rose Ave at Main St.
 Main St at Rose Ave.
 Ocean Front Walk at N Venice Bl.
 N Venice Bl. at Pacific Ave.
 Windward Ave at Windward
 Circle
 Main St at Winward Circle
 7th Ave at San Juan Ave.
 Ocean Front Walk at Navy St.

3. RESULTS

The comparison of minority shares of the Los Angeles county population and those within block groups within one-half mile of proposed bike share facilities is depicted in Table 3.

	Total Population	Minority Population	Minority Share
LA County Population	9,181,605	6,869,996	70.0%
Within 1/2 mile of combined Bicycle Share Facilities	387,303	255,199	65.9%

Similarly, the comparison of poverty shares of the Los Angeles county population and those within census tracts within one-half mile of proposed bike share facilities is depicted in Table 4.

	Total Population	Minority Population	Minority Share
LA County Population	9,604,871	1,508,618	15.7%
Within 1/2 mile of combined Bicycle Share Facilities	404,310	98,452	24.4%

The minority share of the population benefitting from the proposed wexpanded program is greater than that of the County, so there is no Disparate Impact from the expanded program.

The proposed expanded bike share program will not cause a Disproportionate Burden on poverty populations as the poverty share of impacted persons is greater than the County's poverty share.



Board Report

File #:2016-0614, File Type:Contract

Agenda Number:10.

PLANNING AND PROGRAMMING COMMITTEE OCTOBER 19, 2016

SUBJECT: METRO COUNTYWIDE BIKE SHARE

ACTION: AUTHORIZE CONTRACT OPTIONS TO EXPAND BIKE SHARE

RECOMMENDATIONS

APPROVE:

- A. EXTENDING the Downtown Los Angeles Pilot for a period of 5 years.
- B. AUTHORIZING the Chief Executive Officer (CEO) to exercise options and execute Modification No. 4 to Contract No. PS272680011357 with Bicycle Transit Systems, Inc. to account for an accelerated schedule for the implementation and operation of the **Metro Countywide Bike Share expansion in Downtown Los Angeles** for an additional 5 years and in Venice, Pasadena, and the Port of Los Angeles for 6 years in the firm fixed amount of \$42,618,583, increasing the total contract value from \$11,174,329 to \$53,792,912 as follows:
 - 1. Extending Downtown Los Angeles Pilot in the amount of \$19,658,911
 - 2. Expansion to Venice in the amount of \$5,069,606
 - 3. Expansion to Pasadena in the amount of \$12,908,510 (inclusive of an initial two-year pilot for \$4,731,689 plus options for four additional years)
 - 4. Expansion to the Port of Los Angeles in the amount of \$4,907,529
 - 5. Implementing GPS equipment in bicycles to support Countywide modeling efforts in the amount of \$74,027
- C. AUTHORIZING the Life of Project budget (LOP) including the following capital costs:
 - 1. \$2.072M for Pasadena
 - 2. \$670K for Port of LA
 - 3. \$10K for Venice
- D. CHANGING the project sponsor for Call for Project Grant Number F9515 (Pasadena Bike Share Start Up Capital Costs) from Pasadena to Metro in order to utilize funding toward Metro Bike Share implementation in Pasadena.
- E. AUTHORIZING the CEO to take the following actions to expand the Metro Countywide Bike

Share program:

1. Negotiating and executing an amendment to the MOU between City of Los Angeles and Metro to expand bike share to Venice and extend DTLA MOU timeframe;
2. Negotiating and executing a Memorandum of Understanding (MOU) between Pasadena and Metro to set the terms of fiscal and administrative responsibility as described in the January 2015 Receive and File (Attachment C); and
3. Negotiating and executing a Memorandum of Understanding (MOU) between the Port of Los Angeles and Metro to set the terms of fiscal and administrative responsibility as described in the January 2015 Receive and File (Attachment C).

ISSUE

At the June 2015 meeting, the Board awarded a two-year contract to Bicycle Transit Systems (BTS) for the provision of the equipment, installation, maintenance and operation of the Metro Countywide Bike Share Phase 1 Pilot in downtown Los Angeles (DTLA Pilot). The contract includes phases for expanding bike share to other cities throughout the county, to be exercised upon Board authorization. Board authorization is needed to exercise phases within the contract to expand bike share to the communities of Pasadena, the Port of Los Angeles (POLA) and Venice, to modify the contract in order to allow for an accelerated expansion of the system, and to extend the operation period of DTLA.

DISCUSSION

DTLA Pilot

Metro, in partnership with the City of Los Angeles, launched the Countywide Bike Share program in DTLA on July 7, 2016. On August 1, 2016, the system opened to walk up users. The first months of the Metro Bike Share program have shown steady growth and success. September 30, 2016 will mark the end of the first quarter of Metro Bike Share operations. In the first quarter, the program surpassed 50,000 total rides and 2,000 annual flex or monthly pass-holders. As another measure of performance, we also track number of rides per bike per day. The system goal is to reach two rides per bike per day by the 12 month mark of operations. We are at one ride per bike per day and showing steady growth in this metric. The Metro Bike Share program continues to work towards increasing program awareness, growing ridership and increasing pass sales.

In tandem with our outreach efforts and per the Board's direction, we are also working with the City of Los Angeles and community partners Los Angeles Bicycle Coalition (LACBC) and Multicultural Communities for Mobility (MCM) to make the bike share program equitable and accessible to all. This work is being funded through a grant provided by the Better Bike Share Partnership. We will continue to report on this work and the outcomes of the grant funded outreach.

Extending the DTLA period of performance will allow us to continue to grow and strengthen bike share as a first and last mile solution to access Metro rail and bus stops and encourage bicycling as a mode of transportation for short trips.

Bike Share Expansion

The current contract with BTS allows for a regional bike share system with up to five phases including approximately nine different bike share ready communities in Los Angeles County, as identified in the Implementation Plan. The scope was tailored to be inclusive of all the regional needs for bike share since the best way to ensure regional interoperability is to use one vendor for all of Los Angeles County.

Since the award of contract, staff has continued to meet with the Bike Share Working Group and provided presentations at each of the Council of Governments, sharing updates on the DTLA Pilot, and providing information that would better inform potential participation in Metro's Bike Share program. Through this effort, three communities have confirmed that they are ready to have bike share launched within their jurisdiction: Pasadena, POLA and Venice within the City of Los Angeles.

City of Los Angeles Expansion to Venice

Expansion to the community of Venice was identified through the 2015 Board adopted Implementation Plan as phase five of the Metro Countywide Bike Share program. Indicators for success such as density, existing bikeway network, and support have contributed to moving up the Venice expansion. In line with Board direction and in an effort to address system interoperability, the Venice expansion will also explore siting station within the City of Santa Monica.

The City of Los Angeles and City of Santa Monica have an established MOU allowing for up to five bike share station locations to be located in the other's right-of-way in order to facilitate inter-jurisdictional trips. Five Hulu stations are already located in the City of Los Angeles' Venice neighborhood. The two cities and Metro will collaborate in efforts to work toward interoperability and user-friendliness. Per Metro's MOU with the City of Los Angeles, locations within the City of Santa Monica be delivered by the City of Los Angeles ready for station installation.

An accelerated launch to Venice is being accomplished by exercising a portion of Phase III in BTS' contract. Expansion to Venice and the Santa Monica area would include up to 15 stations with a summer 2017 launch date. Due to economies of scale, 82 stations were purchased as part of the DTLA Pilot, with 65 implemented and 17 stations available for expansion in other areas of the City of Los Angeles. The City of Los Angeles has indicated they would like to allocate 15 of these stations to Venice and Santa Monica. The summer 2017 launch date reflects a two-year acceleration of a portion of Phase III in BTS's contract. The costs of the Venice expansion will be shared between Metro and the City of Los Angeles as directed by the Board in the January 2014 Motion 58 (Attachment E) and Received and Filed by the Board in January 2015 (Attachment C). Attachment D reflects each agency's financial responsibility.

Pasadena Expansion

The City of Pasadena was identified through the 2015 Board adopted Implementation Plan as Phase II of the Metro Countywide Bike Share program. Expansion to Pasadena would include approximately 34 stations with a scheduled launch for summer 2017. This launch date reflects a one-year acceleration over what was included in BTS's contract. The cost of the Pasadena expansion will be shared between Metro and the City of Pasadena as directed by the Board in the January 2014 Motion 58 (Attachment E) and Received and Filed by the Board in January 2015 (Attachment C).

Attachment D reflects each agency's financial responsibility.

In anticipation of launching bike share, the City of Pasadena applied for and was awarded Call for Project funding in 2015 for the Pasadena Bike Share Capital Cost. As Metro is the lead agency in implementing the Countywide Bike Share program, the City of Pasadena has requested that sponsorship of the Call for Project (F9515) be transferred to Metro. The grant award amount shall be applied towards the City's 50% contribution of capital cost. The City of Pasadena shall fulfill its financial commitment of the 50% local match, with a minimum 20% hard match and minimum 30% in-kind match towards the grant amount.

Port of Los Angeles Expansion

POLA has expressed interest in joining Metro's Countywide Bike Share program to provide visitors and residents with improved connectivity between key waterfront attractions. Expansion to POLA would include approximately 11 stations with a scheduled launch for summer 2017. The cost of POLA expansion will be shared between Metro and POLA as directed by the Board in the January 2014 Motion 58 (Attachment E) and Received and Filed by the Board in January 2015 (Attachment C). Attachment D reflects each agency's financial responsibility.

Memorandum of Understanding

The execution of an MOU between Metro and each expansion jurisdiction is necessary to implement a bike share system where Metro is acting as the lead agency administering the contract to install bike share stations on each jurisdiction's right-of-way. The MOUs set terms of fiscal and administrative responsibility for the expansions. The financial participation is set at 50/50 split for capital and 35/65 split for operating and maintenance (O&M) per the direction of Metro Board Motion 58 (Attachment E) and the Receive and File report in January 2015 (Attachment C). The agreement outlines the roles and responsibilities of Metro and each jurisdiction by setting the procedures for reimbursement of the capital and O&M costs, the rights of advertisement/sponsorship, and the delivery of bike share station locations.

Based on lessons learned from the DTLA Pilot and input from the expansion cities, the MOU will also address early termination provisions, cost overruns and revenue reconciliation splits between cities. Included is a provision to offer the participating city first right of refusal to take ownership of the equipment should the program be terminated. The MOUs also clarify that any cost overruns incurred due to the participating city's inability to deliver station locations on a timely manner, will be borne by the city.

DETERMINATION OF SAFETY IMPACT

The Metro Countywide Bike Share expansion will not have any adverse safety impacts on Metro employees and patrons.

FINANCIAL IMPACT

The proposed FY17 project cost is \$4.499M. Of this, \$2.751M is a one-time capital cost, \$1.713M for pre-launch O&M costs and \$35K for bicycle GPS for regional modelling. Since the expansions will be

launched at the end of FY17, the majority of the costs for the fiscal year will be capital. Attachment D reflects the funding plan for the continuation of the DTLA pilot and the proposed expansion phases.

The FY17 budget only includes \$2.7M for expansion phases' capital costs in Cost Center 4320 (Bike Programs), under Project 200015 (Metro Bike Share Phase II Implementation in Pasadena) and no pre-launch O&M costs have been included. The proposed action will require an additional \$51K for capital and \$1.713M for pre-launch O&M for a total of \$1.764M to Cost Center 4320 under Project 405305 (Bikeshare Prelaunch and Plan), for expansion phases to be redistributed to the appropriate newly developed project numbers upon the Board approval. The \$35K needed for bicycle GPS for all cities are included in the FY17 budget under Cost Center 4320, Project 405302 (Complete Streets).

Since this is a multi-year contract, the cost center manager and Chief Planning Officer will be responsible for budgeting the cost in future years, including any phase(s) the Board authorized to be exercised.

Impact to Budget

For contracting purposes, \$2.735M is already included in the FY17 budget. Countywide Planning and OMB staff will identify available and eligible funding in the mid-year budget process to cover the additional \$1.764M capital and pre-launch costs. This funding will be partially or wholly restored (depending on revenues) to the general funds with cities' reimbursements and 2015 Call for Projects fund assignment to ensure revenue neutrality and no impact to other programs supported through the general fund. Anticipated cities' reimbursements and Metro contributions are outlined in Attachment D.

ALTERNATIVES CONSIDERED

The Board may choose not to exercise the contract options or modify the contract to allow for an accelerated expansion. This alternative is not recommended, as it is not in line with previous Board direction.

NEXT STEPS

Bike Share Marketing and Outreach

Since the DTLA Pilot launch, Metro has continued to conduct outreach and marketing activities with an emphasis on educating the public about bike share, increasing bike share sales passes, and encouraging ridership. The Bike Metro program has participated in over a dozen community events, hosted bike share pass sales, and provided briefings to community-based organizations and elected officials.

In coordination with Metro, the City of Los Angeles has hosted and organized over a dozen bike share rides. They have also continued to keep the Business Improvement Districts informed of bike share activities.

As a new mode of transportation for the DTLA area, employers and hotels have inquired about how bike share can be offered as a benefit to their employees and guests. In response to this interest

and as part of our ongoing outreach, marketing and bike share education efforts, we will be launching a pilot Bulk Pass and Single Ride program. Outreach for the program will be a coordinated effort led by the Active Transportation group and will include Metro's Communications Department and the Shared Use Mobility and Implementation group, the City of Los Angeles, and Bicycle Transit Systems.

Bike Share Title Sponsor

We continue to work with BTS and Comcast Spectator in securing a title sponsor. We have had several meetings with prospective sponsors and continue to reach out to others. We will continue to keep the Board apprised of progress.

Feasibility Study and Preliminary Station Siting

In response to the July 2015 Board Motion 22.1 (Attachment F) directing staff to conduct additional feasibility studies and preliminary station siting for potential expansion communities, staff issued a request for proposals (RFP) on June 13, 2016. Proposals are currently under review.

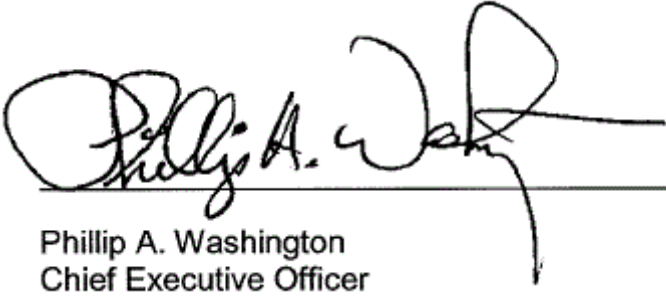
Upon approval by the Board, staff will execute Modification No. 4 to Contract No. PS272680011357 with Bicycle Transit Systems, Inc.

ATTACHMENTS

- Attachment A - Procurement Summary
- Attachment B - Contract Modification/Change Order Log
- Attachment C - January 2015 Bike Share Program Receive and File
- Attachment D - Bike Share Funding/Expenditure Plan
- Attachment E - January 2014 Metro Board Motion 58
- Attachment F - July 2015 Metro Board Motion 22.1
- Attachment G - DEOD Summary

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