



Metro

Los Angeles County  
Metropolitan Transportation  
Authority  
One Gateway Plaza  
3rd Floor Board Room  
Los Angeles, CA

## Board Report

**File #:** 2022-0541, **File Type:** Board Correspondence

**Agenda Number:**

**Attached is the official record distributed to the board.**

**APRIL 28, 2022**

**TO: BOARD OF DIRECTORS**

**THROUGH: STEPHANIE WIGGINS**  
**CHIEF EXECUTIVE OFFICER**

**FROM: JAMES DE LA LOZA**  
**CHIEF PLANNING OFFICER**

**SUBJECT: METRO ADOPT-A-BIKE PILOT PROGRAM**

### **ISSUE**

In 2020, the Metro Board approved an equity-based pilot program redistributing unclaimed bicycles that had been left on Metro property to constituents from Los Angeles County who need a bicycle as their transportation mode.

Due to the positive outcome of the program, staff is recommending that Metro continue to manage this program and extend the current grant agreements with five community-based organizations (CBOs) for an additional one-year term and increase each mini-grant funding from \$20,000 to \$30,000 annually to allow the program continuation without suspension.

### **BACKGROUND**

Seventy-five percent of the 400-500 bikes transported to Metro's Lost and Found facilities go unclaimed. In August 2020, the Metro Board directed staff to proceed with the implementation of a redistribution program working with the existing networks of CBOs throughout Los Angeles County. Bicycles are collected and stored by Metro staff for 90 days, after the initial 90 days, they become Metro's property. After that, staff inventories, inspects and distributes them to CBOs, who distribute them to individual community members. These CBOs were selected through a grant application process developed by Metro and each CBO was awarded funds with a one-year term in the program. The initial term of the grant agreements expired in March 2022.

### **DISCUSSION**

Upon board approval, staff developed the Metro Adopt-A-Bike Program and conducted a mini-grant application solicitation process from a large network of CBOs. An application and guidelines

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workshop took place, and the mini-grant program received nine applications. Six CBOs were selected to receive grant funding through the competitive process, including People for Mobility Justice, Healthy Active Streets, Institute De Avance Latino (IDEAL), Willowbrook Inclusion Network (WIN), Walk n' Rollers, and Active San Gabriel Valley. The application scoring and review process consisted of a panel of representatives from Operations, Mobility Corridors and Office of Equity and Race to ensure fair and diverse review. Leading up to the implementation of this program took six months to prepare and coordinate logistics inter-departmentally.

The implementation of the program started with a kick-off event where CBOs distributed their first round of bicycles to constituents at the Los Angeles Union Station Bike Hub on May 21, 2021. Over 100 bicycles were distributed during the kick-off event.

The selected CBOs cover different areas of Los Angeles County, including but not limited to, Willowbrook, Culver City, San Gabriel Valley, East Los Angeles, Long Beach and even ancestral territories of Tongva, Tataviam and Chumash. Each month, staff is responsible for identifying bicycles, transporting them from the Lost and Found to the storage facility, and administering distribution days where CBOs come to the storage facility to select bicycles. CBOs then distribute these bicycles through their own means (events, safety training sessions, etc.) to their constituents. During the 10 months of the program, over a thousand bicycles were delivered directly to people in need of a bicycle.

Staff conducted a follow-up workshop to assess the program and its logistics with all six CBOs. Throughout this process, five out of six of the CBOs decided to continue to participate in the program and intended to extend for at least one additional year with Metro. Only one CBO decided to withdraw. Moreover, CBOs that intend to continue to participate in the program would like to further collaborate with each other to ensure all Los Angeles County areas in need continue to be served. Due to the increased cost of bicycle parts and other resources, such as fuel, labor and storage cost, CBOs are seeking additional resources to assist the process. After reviewing their newly proposed budget, staff is recommending increasing each mini-grant funding from \$20,000 to \$30,000 annually.

This program has helped address the needs of people who come from communities of historic mobility, economic and health access exclusion. As a result of this program, recipients are better able to access activities such as career opportunities, health care, recreation and school who would have otherwise had barriers.

During the first 12 months of the program, over 1,000 bicycles were distributed to recipients. All six CBOs collected demographic data through voluntary surveys throughout the operation of the program. Staff was also able to obtain residential zip codes, ethnicity, age and gender data. This demographic data will be used to evaluate the program. The data analysis helped Metro to further understand the use of bicycles as a transportation mode demographically. More demographic data will be collected to analysis and justify the value of this program during this additional year. Staff will report back with an evaluation and provide recommendations after the completion of the pilot program in Spring 2023.

The Adopt-A-Bike mini-grant program funding is budgeted through the annual budget process. No additional funding requests or budget amendment is required to extend the program.

### **NEXT STEPS**

Staff will extend the current grant agreements with CBOs for an additional 12 months and increase the funding amount administratively

Staff will coordinate internally to continue operating the Metro Adopt-A-Bike Program and report back to the Board with the results of the pilot in the spring of 2023.

If there are any questions, please contact Deputy Executive Officer Frank Ching at (213) 922-3033 or [chingf@metro.net](mailto:chingf@metro.net). Staff will proceed with the term extension administratively.



**Metro**

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**April 28, 2022**

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**THROUGH: STEPHANIE N. WIGGINS** *[Signature]*  
**CHIEF EXECUTIVE OFFICER**

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