



**Board Report**

**File #:** 2023-0168, **File Type:** Program

**Agenda Number:** 11.

**REVISED**  
**PLANNING AND PROGRAMMING COMMITTEE**  
**OCTOBER 18, 2023**

**SUBJECT: METRO’S ADOPT-A-BIKE PROGRAM**

**ACTION: APPROVE RECOMMENDATIONS**

**RECOMMENDATION**

**CONSIDER:**

- A. AUTHORIZING the Chief Executive Officer (CEO) to transition the Adopt-A-Bike mini-grant program from a pilot to a permanent program; and
- B. APPROVING the administration of the Adopt-A-Bike mini-grant program for a second, two-year term, and award grants of \$30,000 each to five selected community-based organizations for a total of \$150,000 starting November 1, 2023 through October 31, 2025.

**ISSUE**

At its August 2020 meeting, the Metro Board authorized the first term of the two-year Adopt-A-Bike Pilot Program that allows unclaimed bikes to be given to Los Angeles County residents in need of a bicycle, free of charge. The program is administered by providing mini-grants to local community-based organizations (CBOs) to distribute bicycles to constituents. The first term of the Adopt-A-Bike Pilot Program expired in April 2023.

Due to the program’s success, there is a need to operationalize this effort to provide a consistent source of funding for Metro to provide grant awards to CBOs to administer the program. With the Board’s approval to transition from a pilot to a permanent program, using a two-year cycle for selecting CBOs for grant awards, Metro can continue to provide the needed service while effectively and efficiently dealing with unclaimed bicycles.

In February 2023, staff released the re-solicitation of the application and guidelines for a second term of the Adopt-A-Bike Program. A total of 11 CBO applications were received. Of these 11 applications, five are recommended for a grant award.

If this item is approved, the Metro CEO will administratively authorize grant awards of the Adopt-A-Bike Program on a bi-annual basis commencing with the administration of this second, two-year term

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with five selected community-based organizations. The second term for the selected CBOs would begin on November 1, 2023 and expire on October 31, 2025.

## **BACKGROUND**

Metro collects 300-400 bicycles per month that are left behind on Metro's transit system, with up to 75% of these bicycles never claimed by their owners. In the past, these bicycles would be transported to Metro's lost and found for 90 days as required by state law. After 90 days, the abandoned bicycles became Metro property and were transported outside Los Angeles County for auction.

During the first term of the Adopt-A-Bike Program, a total of nine CBOs applied to the program, and six were selected to receive funding to administer, operate, and distribute bicycles to constituents in need. During year two of the first term, two CBOs dropped out of the program. To date, through the first term of the program, Metro has been able to put over 3,000 bicycles in the hands of Los Angeles County constituents who previously had limited mobility options. Recipients of these bicycles are now able to access work, school, or services through improved transportation options they would otherwise not have. As evidenced by letters of support (Attachment A) and media coverage (Attachment B), this program has proven to have a positive acceptance during its first term of two years of implementation.

## **DISCUSSION**

The positive impact on constituents in Los Angeles County makes this program worthy of consideration for permanent adoption.

During the first term of the Adopt-A-Bike Pilot Program, staff conducted two input workshops with the contracted CBOs to assess the value of the program and its future moving forward. The first workshop was conducted at the end of year one, and the second was held near the end of year two. Below is a summary of the feedback received in each workshop:

### **Year One Experience**

CBOs expressed gratitude for being able to participate in the program and for the support Metro's mini-grants provided them in distributing a total of 1,327 bikes in the program's first year. The CBOs cover different areas of the county with different demographics; however, the bicycles were primarily provided to college students and low-income families in Black and Latino communities. At the end of year one, two of the six CBOs decided to drop out of the program due to resource and operational reasons. The other four CBOs continued to receive and distribute bicycles each month.

On May 21, 2021, the Adopt A Bike Program was launched with a kick-off event at the Union Station Bike hub. Over 100 attendees from the public, including media and participating community-based organizations (CBOs), were present. 124 bicycles were donated to attendees on that day. All participating CBOs distributed bicycles during the kick-off events.

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During the first year, Staff established the program's operations logistics. Every first Tuesday of the month staff conducted bicycle inspections at the lost and found and tagged bicycles in salvageable condition. Approximately 100 bicycles were processed each month. Bicycles were given out to participating CBOs on the fourth Tuesday of each month at the Union Station Bike Hub facility. Periodic workshops were conducted to evaluate the program and necessary arrangements, such as providing event venues, were made to assist the CBOs in distributing bicycles.

### Year Two Experience

The program expanded its positive impact on the CBOs by distributing more bikes to low-income families, schools, churches, students in continuing education programs, Black Indigenous People of Color (BIPOC) groups, LGBTQ individuals, foster youth, unhoused youth, and people of all genders, with ages ranging up to 50 years old. Communities served by the pilot included East and South Los Angeles, Southeast communities, the City of Long Beach, the City of Cudahy, the City of Compton, and other Los Angeles County communities. In addition, CBOs partnered with schools and Boy Scouts Troops to hold bicycle repair training clinics. Other CBO partnerships included groups such as The LGBTQ Center of Long Beach, arts councils, and East Yard Communities for Environmental Justice serving Centennial High School in the City of Compton. Approximately 1,600 bikes were processed and donated in the second year of the pilot program.

### Voucher Program

In addition, in response to over 30 inquiries Metro has received from Los Angeles County residents requesting a bike, staff has developed a voucher program that will direct these requests to the appropriate partnered CBOs to validate and fulfill. The voucher program is expected to be ready in November 2023, pending the adoption of the Adopt-A-Bike Program as a permanent program.

### Program Comparison and Positive Impact of Ridership Data

In addition to the CBO feedback received, staff worked with the Metro Bikeshare. Planning and Operations team to estimate the positive impacts of the Adopt-A-Bike Program within the communities served. Based on the bicycles provided by the Adopt-A-Bike Program, it is projected that bicycle travel will increase by up to 5,196,000 miles in the program's initial two years when compared to the estimated average miles traveled per Metro Bikeshare bike during the same period (May 24, 2021, through May 24, 2023). This may even underestimate the number of trips the Adopt-A-Bike Program has made possible since Metro Bikeshare bikes are part of a fixed-station system, whereas Adopt-A-Bike bicycles can be ridden anywhere.

Metro's Adopt-A-Bike Program is unique in the nation by distributing bicycles abandoned on the transit system through local CBOs. The only other similar program, according to staff research, is the New York City Department of Transportation (NYC DOT) Bicycles for Asylum Seekers Program. NYC DOT partnered with Bike New York, the Department of Citywide Administrative Services, and the Mayor's Office of Immigrant Affairs to offer free bicycles donated by the public to asylum seekers. The New York program has donated 200 bicycles so far, compared to Metro's 3,000 donated bicycles.

### Adopt-A-Bike Program Accolades

The Adopt-A-Bike Program has been recognized by Mass Transit Magazine, local newspapers, NBC News, Spectrum News, and social media platforms for its positive impact on the communities it serves (Attachment B). Metro Board offices have also inquired about promoting the program at events in their districts. Furthermore, three Adopt-A-Bike Program workshops were held during Metro's 2023 Take Our Kids to Work Day, which were well-attended with over 20 participants each. As a result of these sessions, some attendees inquired how they could help support the program by donating their unused bikes.

### ***Future Terms of the Adopt-A-Bike Program***

The permanent Adopt-A-Bike Program will begin its ongoing bi-annual process, starting with the administration of a second, two-year term with five selected community-based organizations. The following section discusses the process for the next term of the program that started at the beginning of 2023. Moving forward, the CEO will direct staff to continue to administer the Program on a bi-annual basis with funding appropriately budgeted through the annual budget process.

### Outreach to Potential Applicants

The Adopt-A-Bike re-solicitation process for a second term launched in February 2023. To advertise this mini-grant opportunity, staff contacted approximately 100 local CBOs from Metro's Office of Equity and Race CBO database and collaborated with Metro's Community Relations Office. In addition, the solicitation was advertised through The Source, and email blasts were sent during the application period. An informational workshop highlighting eligibility requirements, information on the competitive selection process, scoring criteria, and partnership opportunities was also held two weeks before the application deadline, with a total of 25 CBOs and non-profit organizations attending.

In future rounds of the program, staff intends to follow the same outreach approach.

### The Selection Process

For the program's second term, a three-member panel consisting of staff from Metro's Countywide Planning and Development Department, Office of Equity and Race, and Community Relations Office evaluated all submitted applications based on the scoring criteria shown in the table below. The minimum passing score requirement was set at 70 out of 100 points.

Categories	Max Points	Focus
General Information	10	CBO's name and contact information CBO's background and information
Workplan	25	Demonstrates an understanding of proposal and project goal
Project Feasibility	30	Provides an understanding of financial capabilities and provide a cost breakdown
Equity Impact	35	Application is innovative on how to assist resource challenge communities, demonstrates a need for bicycles, improve mobility, and identifies appropriate recipients
<b>Passing Score</b>	<b>70/100</b>	<b>Minimum Eligibility Requirements</b>

To ensure consistency and integrity during the evaluation process, scores and justifications were discussed in a review meeting, with the final scores provided two weeks after the application deadline.

Staff believes this approach resulted in an objective and robust evaluation process that would be emulated in future terms of the program.

### **DETERMINATION OF SAFETY IMPACT**

The Adopt-A-Bike Program does not have an adverse impact on staff or Los Angeles County residents as it is a program that promotes the safety of its recipients. As part of this process, staff makes sure bicycles that are in safe, operable conditions are available for distribution. Grantees are also required to examine the bicycles and ensure they are operable with basic functioning components, such as brakes, and encourage the use of helmets while operating a bicycle.

### **FINANCIAL IMPACT**

The total cost to Metro for the Adopt-A-Bike Program is estimated at \$220,000 a year. This includes \$150,000 for the mini-grant program for general expenses to cover transporting the bicycles, parts, and storage. The remaining expenses include \$40,000 for the auctioneer contract, \$18,332 to cover one-third of the labor costs of a temporary staff person to support the operation and administration of the program, and \$11,669 for a manager's time for grant oversight.

The program is funded through Propositions A and C, as well as Transportation Development Act administrative funds. Metro's adopted FY24 budget includes \$140,000 for the program in Cost Center 0441 (subsidies budget - Planning, Project #405301). Since this is a multi-year program, the Cost Center manager and the Chief Planning Officer will be responsible for budgeting necessary funds in future years through the fiscal year budget process. These funds are eligible for bus and rail operations.

### **EQUITY PLATFORM**

The Adopt-A-Bike Program serves Los Angeles County constituents who live within economically disadvantaged communities. The Adopt-A-Bike Program focuses on providing mobility resources to disadvantaged communities that would otherwise experience transportation barriers. All five recommended CBOs provide their services in Equity-Focus Communities (EFCs) and cover different parts of the county.

The Adopt-A-Bike program encourages the engagement of CBOs in community outreach and problem-solving. The Adopt-A-Bike Pilot Program is committed to working collaboratively with CBOs that will assist in reaching communities that will benefit from this program. This program also allows Metro to redirect its resources and provide free bicycles to a segment of the population in need of a transportation option. Testimonials of the positive impact of CBOs working with marginalized groups and EFCs, removing barriers to using public transportation can be found in Attachment A.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

Approval of the Adopt-A-Bike program as permanent supports Metro Strategic Plan Goal 3. The Adopt-A-Bike Program supports the enhancement of communities and lives through mobility access to opportunity. The distribution of unclaimed bikes through this program increases access to employment and services while also providing greater mobility across the county and promoting sustainable forms of transportation other than single occupancy vehicles.

### **ALTERNATIVES CONSIDERED**

The Board can decide to continue the Adopt-A-Bike Program as a pilot. However, this approach is not recommended as it would create uncertainty around the future of the program and require staff to request approval from the Metro Board every two years. In addition, if the Board decides to suspend or cancel the program, this will go against the goals of the Metro Strategic Plan, hinder equity and increase transportation barriers on economically challenged communities throughout LA County, and present financial constraints to Metro for increased abandoned bicycle storage.

In addition, suspension or cancellation of the project is also not recommended, as the Adopt-A-Bike Program resents potential cost savings by minimizing the need for lost and found bicycle storage. If Metro ceases to operate the Adopt-A-Bike Program, Metro will need to invest in another storage facility outside of Gateway Plaza to house the lost bicycles before they can be auctioned. The recent Gateway Plaza storage area upgrade is estimated to cost over

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\$500,000 without building and land costs. In addition, Metro will incur costs to recycle the bicycles that are not sold at auction. Continuing to operate the Adopt-A-Bike Program will potentially save the agency significant capital costs in addition to providing intangible equity value.

### **NEXT STEPS**

Once approved, Metro's Transportation Demand Management staff in the Countywide Planning and Development Department will continue to administer the program. Staff will also proceed with notifying and initiating funding agreements with the selected CBOs (Attachment C).

Moving forward, staff will coordinate biannually with the Metro CEO to award mini-grants to the selected CBOs. Staff will continue to provide program updates to the Board every two years.

### **ATTACHMENTS**

Attachment A - Grantees Letter of Support

Attachment B - Adopt-A-Bike Article Links

Attachment C - Grantees' Information and Service Region

Prepared by: Adela Felix, Manager, Transportation Planning, (213) 547-4207

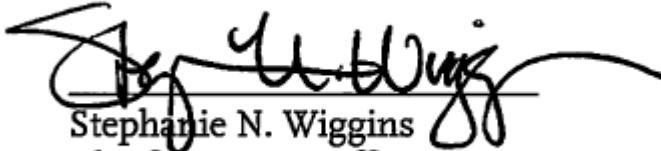
Frank Ching, Deputy Executive Officer, (213) 922-3033

Avital Barnea, Senior Executive Officer, (213) 547-4317

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Reviewed by:

Jim de la Loza, Chief Planning Officer, (213) 922-2920



Stephanie N. Wiggins  
Chief Executive Officer



June 14, 20123

My name is Danny Gamboa. I am the Executive Director of Healthy Active Streets. We are a community based organization serving the greater Los Angeles County area. I am writing to express my support for the Adopt A Bike program. We have participated in Metro's Adopt A Bike program since its inception. I believe that this program is a valuable asset to our community and helps to promote a healthier and more sustainable lifestyle.

Bicycles are a great way to get around town. They are a good form of transportation, environmentally friendly, and good for your health. Riding a bike can help you to lose weight, reduce your risk of heart disease, and improve your mood. It can also help to reduce traffic congestion and air pollution by reducing VMT.

Metro's Adopt A Bike Program provides bicycles to people who cannot afford to buy their own. This allows more people to enjoy the benefits of bicycling. In the future we plan to provide bicycle safety education and maintenance training along with the Adopt A Bike program. This would help to ensure that people who receive bicycles from the program are able to use them safely and effectively. To date we have given away 265 bicycles at no cost to participants via the Adopt a Bike program. Participants' zip codes have ranged throughout Los Angeles County.

I believe that the Adopt A Bike program would continue to bring value to our community. I urge you to continue to approve and fund this program.

Sincerely,

A handwritten signature in black ink, appearing to read "Danny Gamboa".

Danny Gamboa  
Executive Director  
Healthy Active Streets  
danny@healthyactivestreeets.org





June 15<sup>th</sup>, 2023

To Whom It May Concern:

Re: Metro Adopt A Bike Program

My name is Sonia Rojas and I am the Community Schools Planning Coordinator at Centinela Valley Union High School District. I am writing to express my deep admiration and support for the incredible work that Healthy Active Streets (HAS) does in our Hawthorne and Lawndale communities. I wanted to convey my heartfelt appreciation for the positive impact HAS makes with the bike donations.

The Centinela Valley Union High School District consists of three traditional high schools (Hawthorne, Lawndale, and Leuzinger) a continuation high school (R.K. Loyde), and Centinela Valley Independent Study School. CVUHSD serves approximately 6,000 9-12th grade students from neighborhoods in the South Bay area of Los Angeles County. We also have a growing population of Homeless and Foster Youth due to the ramifications caused by the pandemic. 85% of CVUHSD students are considered socioeconomically disadvantaged. The district enrolls students from the economically disadvantaged cities of Hawthorne, Lennox, and Lawndale where the median household income is \$45,542 with 20.5% of families living below the poverty line (compared to the state averages of \$61,632 and 14.4%).

I was very fortunate to have the opportunity to collaborate with the HAS Team and see at firsthand the transformative effect of the bike donations on the lives of students in need. During our introductory meeting, we shared our mission and visions of our organizations and immediately connected due to the alignment of our goals and efforts. Their commitment to providing an essential resource, a method of transportation is truly commendable. The compassion and dedication with which HAS carries out their mission, to educate, organize, and provide resources to underserved communities in order to achieve their vision of regional mobility, equity, and environmental justice.

The generous bike donations provided by HAS have had a profound and lasting impact on our communities. HAS consistently demonstrated a deep understanding of the pressing needs and have taken proactive steps to address them. HAS and CVUHSD strategically selected homeless, foster youth, and low-income students who were in need and would truly benefit from receiving a bicycle. Ever since the bike distributions, attendance rates have increased, tardies and absences have decreased due to removing the transportation barriers, students are on-time (they used to be more than hour late due to transportation issues, this translates to better attendance, higher grades, overall better academic performance to empower them to take ownership of their environment, be positive contributors and global citizens while being active and fostering a better mental health. Staff members have shared how bike recipients are much happier in school, healthier due to biking home and to school. Some homeless and foster students shared this is their first real gift or anything they have ever owned.

We meet regularly to discuss how to reach more students and families in need. HAS very gracefully has volunteered to do different events during the weekends to engage the community by teaching them the ABC Check (Air, Brakes, and Chain) this Fall and we cannot wait to make this happen. We have also planned to have Bike Safety Training to ensure students are informed of the transit rules, how to properly ride a bike, and feel comfortable on the road.

I want to express my gratitude to HAS for their commitment to ensure that resources reach those who need them most. This is a testament to their commitment to making a difference. I firmly believe that HAS' work is essential in creating a more compassionate and equitable society. Their tireless efforts and dedication to improving lives deserve high recognitions and ongoing support.

In conclusion, I want to thank HAS for the invaluable contributions they have made to our community. Your donations have the power to uplift individuals, restore hope, and create lasting change. Hoping they can continue with the exceptional work. Thank you for supporting organizations like HAS who are truly committed to making a difference every day. This letter expresses our support and commitment to working with HAS - Healthy Active Streets to help achieve their vision of regional mobility, equity, and environmental justice while we uplift and serve our communities.

With sincere gratitude,

*Dr. Sonia Rojas*

**Sonia Rojas, Ed.D, P.P.S.**  
**Community Schools Planning Coordinator**  
**Educational Services Division**  
**Centinela Valley Union High School District**

***RE: Metro's Adopt A Bike program***

I am writing to express my strong support for the Adopt-A-Bike Program. This program, launched in 2021 by LA Metro in partnership with various community groups, provides residents of L.A. County who are most in need with the opportunity to adopt a previously owned bicycle. Our organization, Instituto de Avance Latino (IDEAL), had the opportunity to be one of the chosen CBOs for this program.

The Adopt-A-Bike Program is a valuable asset to our community. It provides a much-needed transportation option for people who might otherwise be unable to afford a bike. This can help them get to and from work, school, and other places. It can also help them stay active and healthy. In our time in this program, we have given over 300+ bikes to people in our community in 2 years.

One of the most impactful stories of the Adopt-A-Bike Program is about a woman who works at a shelter for victims of torture. She reached out to us after learning about the program online. We provided her with some bikes, which she then gave to people who had lost hope in humanity. These people had been betrayed and hurt by those they loved, and they were struggling to find a way to move on. The bikes gave them a sense of hope for the future. They were able to use the bikes to get around, get some exercise, and meet new people. This helped them to start rebuilding their lives and regain their sense of hope.

The Adopt-A-Bike Program is a simple but effective way to improve the lives of people in our community. It provides them with a transportation option they might not otherwise have and helps them stay active and healthy. The Adopt-A-Bike Program makes a real difference in the lives of our community members.

Sincerely,

*Joshua Rincon*

Josh Rincon  
Program Director at IDEAL CDC

## ATTACHMENT B

Articles on Metro's Adopt-A-Bike Program are provided at the below links:

- <https://www.nbclosangeles.com/news/local/metro-launches-bike-program-to-give-unclaimed-bikes-to-disadvantaged-for-free/2601401/>
- <https://spectrumnews1.com/ca/la-west/transportation/2021/05/21/metro-launches-adopt-a-bike-program-to-donate-bicycles-left-on-buses-and-trains>
- <https://thesource.metro.net/2021/05/20/metro-launches-new-adopt-a-bike-program-to-improve-mobility-of-those-in-need/>
- <https://www.masstransitmag.com/alt-mobility/shared-mobility/bicycle-scooter-sharing/press-release/21224038/los-angeles-county-metropolitan-transportation-authority-metro-la-metro-launches-new-adoptabike-program-to-improve-mobility-of-those-in-need>

**Attachment C – Grantees’ Information and Service Region**

Grantees’ Name	Service Region	Organization Information
<p><b>* Instituto de Avance Integral Latino CDC (IDEAL)</b></p>	<p>East Los Angeles/Southeast Communities</p>	<p>Instituto de Avance Latino (IDEAL) envisions a community where sustainable transportation and healthy living are at the forefront. We strive to create a culture where biking and other sustainable transportation options are accessible and encouraged, promoting physical health and environmental sustainability.</p> <p>Through their partnership with Metro for the Adopt-a-Bike program, they have been able to make tangible progress towards this vision by distributing over 580 bikes to deserving families and students. By partnering with local high schools, faith-based organizations, and other non-profits, they are not only providing transportation options but also promoting a healthy and active lifestyle.</p>
<p><b>*Healthy Active Streets</b></p>	<p>Long Beach/Southeast Communities</p>	<p>Healthy Active Streets was formed in 2014 with the goal of leveraging the bicycle as a tool to empower youth, communities of color, women, and other disenfranchised groups, and has been operating 501c3 since 2021. Their mission is to educate, organize, and provide resources to underserved communities to achieve our vision of regional mobility, equity, and environmental justice. Healthy Active Streets is an anti-racist community-based organization. Healthy Active Streets (HAS) has been contracted to work with Metro's Adopt-a-Bike Program for the past two years, successfully distributing bicycles to underserved communities of color primarily in Long Beach/Southeast Los Angeles and beyond. HAS uses the bicycle as a tool to empower youth, communities of color, women, and LGBTQ+ by leading bike rides and offering free bikes, bike repair, bike safety, and bike valet services independently and in partnership with other community groups, and non-profit organizations.</p>

**Attachment C – Grantees’ Information and Service Region**

<p><b>Re:Ciclos, a project of CRSP</b></p>	<p>Koreatown</p>	<p>Re:Ciclos is a project that redesigns and re-fabricates discarded bicycles and scrap material into cargo bicycles that are then distributed to the local community in the central Los Angeles area. When possible, the project engages students from the local vicinity through internships in assisting in the creation of these human-powered vehicles. Re:Ciclos seeks to partner with other local organizations to provide intersectional collaborations to bring these vehicles to a variety of community members, from unsheltered individuals to families to businesses.</p>
<p><b>Day One</b></p>	<p>Pasadena, El Monte, San Gabriel Valley and Pomona</p>	<p>Day One’s vision is to create a healthy, connected, vibrant world. Our agency has been providing prevention services for over 35 years. In this time, our team has learned the importance of listening, learning, and leading. The organization works collaboratively with youth, parents, and community partners to share best practices, increase knowledge of healthy life habits, and implement safeguards that help keep youth and families healthy and safe. They recognized low low-income community members are transit and/or bicycle-dependent for transportation and aim to work with the Adopt A Bike program to enable access to inexpensive and sustainable transportation, thereby increasing opportunities for work, education, and healthcare. Day One also values the reduction of GHG emissions and VMT which are inherent benefits from increased biking, walking, and transit use.</p>

**Attachment C – Grantees’ Information and Service Region**

<p><b>Bike Oven</b></p>	<p>Northeast Los Angeles (Cypress Park, Glassell Park, Highland Park, Lincoln Heights, Boyle Heights, El Sereno)</p>	<p>The Bike Oven is a community-based organization located in Northeast Los Angeles that aims to provide education on bicycle repair and safety in addition to promoting bicycling as a healthy leisure activity as well as a sustainable method of transportation. Bike Oven operates every day of the week to provide a cost-accessible tool-share and community workspace, bicycle repair education, and community gathering space. Bike Oven is a non-profit organization run by 100% volunteers.</p> <p>The Bike Oven’s vision is to provide the tools, knowledge, and guidance needed to empower members of the community to be confident and self-reliant in undertaking the repair and maintenance of their own bicycles. Bike Oven strongly believes that a person’s financial situation should not be a barrier to having access to and maintaining a safe, reliable, and economical form of transportation. They strive to promote cycling as a fun, safe, and sustainable method of transportation to promote healthier and more interconnected communities.</p>
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*\*Remark: Incumbent organization participated in the initial two years of the Adopt A Bike program.*