



SACOG Board of Directors

Item #17-6-11
Action

June 8, 2017

Award Regional Bike Share Contract

Issue: Should SACOG award a contract to Social Bicycles for planning, equipment, and installation services to support a Regional Bike Share System?

Recommendation: SACOG staff recommends that the Board authorize the Chief Executive Officer to award a contract to Social Bicycles for Regional Bike Share System planning, equipment, and installation services in an amount not to exceed \$1,130,514.

Committee Action:

Based on staff's recommendation at the June 1 Transportation Committee, the Committee unanimously recommended that the Board authorize the Chief Executive Officer to award an initial contract to Social Bicycles for Phase 1 of the contract, including planning and permitting tasks in an amount not to exceed \$427,500. However, staff has modified its initial recommendation, and is requesting that the Board approve both Phase 1 and Phase 2, which includes equipment purchase and installation costs, for a combined total not to exceed \$1,130,514. The reasons for staff's modified recommendation relate to federal procurement rules and are explained in more detail below.

Discussion: In April, the SACOG Board authorized the CEO to enter a "Program Agreement" with SoBi for the operation of a Regional Bike Share System. The Agreement sets a full rollout date to launch the complete 900 bike system on or before November 10, 2017, provided that a primary sponsor agreement is reached by June 1, 2017. The Agreement further provided that if a primary sponsor is not secured by June 1, the parties would negotiate to determine a new full rollout date. Sponsor negotiations are ongoing and staff will provide an update on the status of sponsor negotiations at the Board meeting.

As discussed with the Board in April, staff has also been following up on an investment in the planning and installation of station infrastructure, including bike corrals, with up to 4,800 new bicycle rack points, map panels, and possible kiosks using the available Congestion Mitigation Air Quality (CMAQ) funds budgeted for the Regional Bike Share System. These investments would be available for any bikes and would remain in public ownership irrespective of the outcome of the Regional Bike Share program.

On June 1, the Transportation Committee unanimously recommended that the Board authorize the Chief Executive Officer to award a contract to Social Bicycles for Phase 1, encompassing "Regional Bike Share System Initial Planning Services" in an amount not to exceed \$427,500, as described in Attachment A. SACOG staff explained to the Committee that beginning this planning process as early as possible will help SACOG and SoBi launch the full regional system at the earliest feasible date. The Committee supported the SACOG staff recommendation and directed staff to be heavily involved in

the entire equity and outreach process, while working closely with city partners to ensure the process meets each jurisdiction's and community's style and needs.

Phase 1 of the contract will include the following planning services tasks:

1. Provide overall project coordination services to ensure the timely delivery of services, including kick-off meetings and stakeholder meetings.
2. Develop a public input campaign, including a Public Participation Plan;
3. Develop an equity program providing for special fee levels and/or time parameters of the Subscribed User Fees for low-income Subscribed Users, hub locations in disadvantaged communities, kiosk location planning, and outreach and education services;
4. Develop Regional Bike Share System area and station location planning, evaluation, and expansion criteria including review and adjust the 2013 Bike Share Business Plan's System Area and Station Plan;
5. Implement a Public input campaign to solicit the public on hub locations and other program services; and
6. Plan and submit permits for final hub locations in a timely manner to allow time for local agency permit approval and eventual hub installation.

These planning services are substantially the same as the scope of services included in SoBi's successful initial proposal to SACOG. Due to the nature of the flexible Bike Share System and the inclusion of additional public bike parking in the proposal, SACOG has worked to determine the appropriate level of effort and cost for each planning task. SACOG has also reviewed the estimated capital costs, with the aim of reducing the total contract amount and informing the full extent and scope of the infrastructure needed throughout the regional system.

Since the Transportation Committee meeting, however, staff determined that it was unclear under federal procurement rules whether splitting Phase 1 and Phase 2 (for equipment and installation) was permissible. Combining the contracts will eliminate any uncertainty, and it will further allow staff to move expeditiously to acquire and install equipment for the full Bike Share System launch. This is not the result of a cost increase, and it is consistent with the Request for Proposals issued by SACOG for a Bike Share System.

The table below reflects the proposed modification to staff's original recommendation to the Transportation Committee.

	June 1 Transportation Committee Recommendation	June 15 SACOG Board Recommendation
<u>Phase 1</u> : Planning Services & Project Management	NTE: \$427,500	\$455,000 (the slight increase is to cover project management expenses through installation)
Phase 2: Up to 1800 Corral Points*	Staff originally proposed returning to SACOG Board after Phase 1 planning was complete to request authorization for Phase 2 and any capital expenditures and installation	\$293,764
Map panels*		\$206,150
Freight and Customs		\$52,600
Installation		\$123,000
		NTE: \$1,130,514
Phase 3: Additional Permitting Up to 3000 Corral Points* Installation		Should additional corrals be desired, return to SACOG Board to request additional authorization

* Capital costs include sales tax.

The proposed agreement would establish a process to allow SACOG staff, with input from the Regional Bike Share System Policy Steering Committee and the participating cities, to determine the design of the station corrals to be purchased to meet the Regional Bike Share System goals. Specifically, the corrals shall be designed to be user-friendly for the general bicycle-riding public as well as the Bike Share System smart bikes. The corrals must be efficient to install, maintain, repair, and move; be capable of installation without trenching; and, if removed, they cannot leave behind attachment points that would pose a danger to pedestrians or vehicles.

The contract would also build in processes during the initial planning phase with Toole Design Group to allow SACOG staff, with input from the Policy Steering Committee, to determine the ultimate design of the corrals, as well as the appropriate system size and locations to achieve the Regional Bike Share System goals.

The System shall be planned in close coordination with transit providers to serve as the “first and last mile solution” to encourage transit ridership and to improve air quality. It shall also achieve geographic coverage in the participating communities to maximize the residents and visitors served, including users in minority and low-income communities to improve access to jobs and recreational opportunities.

In addition, the contract will build in an option to purchase additional corral points, should SACOG staff, in consultation with the Policy Steering Committee, determine they are needed to achieve the goals of SACOG and its planning partners. However, as reflected in the table above, any expenditures exceeding the not to exceed amount of this initial contract would be brought back to the full SACOG Board for its consideration.

Prior to executing a final contract with SoBi, consistent with the parameters outlined herein, staff will consult with the Bike Share Policy Steering Committee (Directors Cabaldon and Frerichs, Councilmembers Hansen and Harris, Larry Greene, and James Corless/Kirk Trost).

Approved by:

James Corless
Chief Executive Officer

JC:SS:ds

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Attachment

A. Regional Bike Share System Initial Planning Services, Scope of Services

ATTACHMENT A

Draft Social Bicycle Scope, Budget, and Schedule

TASKS

	Responsible Party
1 Project Coordination	
Provide overall project coordination services to ensure the timely delivery of services, including kick-off meetings and stakeholder meetings.	SoBi
2 System Planning Public Input Plan	
Work with SACOG to develop a Public Input Plan (PIP), which shall describe an implementation process for a Public Input Campaign where Contractor and its subconsultant will work with a diverse group of local community members and a variety of stakeholders, including city planning staff, employers and transit operators, and community groups to solicit information for placement of the initial Bicycle Corrals consisting of an approximately 1,800 Bicycle Racks and 100 Display Display Panels. Includes public agency meetings to create Bicycle Corral siting criteria.	SoBi Subcontractor (TDG)
The PIP shall include opportunities for stakeholders to: a) suggest locations via email; b) crowdsource station requests through web; c) allow voting and commenting	
3 Program Operations Equity Plan	
Work with SACOG to develop an Equity Plan for program operations in disadvantaged communities, which shall include a low-income plan, cash payments at a minimum of one physical location, PayNearMe service integration or equivalent.	SoBi Subcontractor (TDG)
Contractor will evaluate the feasibility of including additional elements in the Equity plan, such as:	
a) Siting supplemental Kiosks in underserved communities (in the event that SACOG desires to purchase additional kiosks)	
b) Additional outreach and education opportunities to be provided by SoBi staff through the Program Agreement Service Level Agreements.	
c) Consider additional ideas proposed by SACOG and partners	
4 Bicycle Corral Location Plan (Intersection Level Plan)	
Work with SACOG to refine and adjust the 2013 Bike Share Business Plan drafted by Fehr and Peers for 80 to 100 initial Bicycle Corrals consisting of approximately 1,800 Bicycle Racks and 100 Display Panels. Prepare a final plan with station suggestions at the intersection level and focus areas for the PIC campaign, for SACOG approval.	SoBi Subcontractor (TDG)
Contractor shall research and understand all relevant regulations, permit and contract requirements across jurisdictions.	SoBi Subcontractor (TDG)
5 Implement Public Input Campaign	
Implement Public Input Campaign for placement of initial Bicycle Corrals. Coordinate all meetings and opportunities for comment to implement SACOG approved PIC, including all meeting/technology costs and publication costs.	SoBi Subcontractor (TDG)
6 Site Visits, Draft Drawings & Permit Submittals	
Contractor shall identify, subject to SACOG's approval, the initial Bicycle Corral specific sites, based on the Bicycle Corral Location Plan and Public Input Campaign feedback, consisting of an anticipated approximately 1,800 Bicycle Racks and 100 Display Panels.	SoBi Subcontractor (TDG)
SACOG and Public Agencies shall provide timely approvals for Bicycle Corral sites in phases to allow Contractor to install hub equipment by the launch date.	