



Bicycle Protection Program

Program Guidelines and Application



Prepared by the
Transportation Agency for Monterey County

This program is financed by a grant from the
Monterey Bay Unified Air Pollution Control District.

June 2011

**PLEASE SUBMIT COMPLETED APPLICATIONS TO THE TRANSPORTATION
AGENCY OFFICE AT 55-B PLAZA CIRCLE, SALINAS, CA 93901**

BY September 16TH, 2011.

Phone: (831) 775-0903; Fax: (831) 775-0897

GUIDELINES FOR THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY BICYCLE PROTECTION PROGRAM

PURPOSE

Encouraging increased bicycle use for commuting purposes is a major goal of the Transportation Agency for Monterey County. The possibility of bicycle theft is a strong deterrent to bicycle use, and the Transportation Agency believes that provision of adequate numbers of secure bicycle parking facilities county wide is necessary to encourage bicycle use.

The Agency is administering the Bicycle Protection Program, funded by Monterey Bay Unified Air Pollution Control District funds, to help private businesses, local jurisdictions, school districts, and other public agencies in Monterey County acquire bicycle parking racks, and lockers. The program provides bicycle-parking facilities to businesses and agencies that agree to install them securely in a convenient location for use by patrons and/or employees, to maintain and monitor the usage of these facilities.

By providing secure parking for bicycles, your business or agency can attract more bicycle-riding patrons and/or employees by providing for the growing number of people who choose to bicycle for economic, health, and environmental reasons. Also, by encouraging people who travel to your business or office to bicycle, you can free up space for patrons and employees who have no choice but to drive or business expansion.

Program Requirements or Specifications

1. Any private business, public agency or non-profit organization located in Monterey County is eligible for this program.
2. Through the Monterey Bay Unified Air Pollution Control District grant, the Transportation Agency will cover the purchase price (including tax, shipping and handling) of the bicycle racks and lockers. Installation and monitoring arrangements and costs must be borne by the applicant.
3. Only bicycle parking rack and locker styles included in these guidelines are available (See Attachment 1). However, due to the number of new racks and invocations, other rack designs will be considered on a case-by-case scenario to be approved by the Transportation Agency and its Bicycle and Pedestrian Facilities Advisory Committee.
4. Parking racks must be placed according to the minimum space requirements provided for in these guidelines, with adequate room for cyclists to maneuver their bicycles in and out of place. Racks must be well secured to an immovable

- object (e.g. the ground or wall). It is preferred that bicycle parking will be placed in a sheltered area on a paved, gravel, or decomposition-resistant surface.
5. Parking racks must be placed close enough to user destinations (such as public or employee entrance) to encourage their use, i.e. closer than automobile parking but not necessarily closer than disabled parking spaces.
 6. Parking facilities are to be placed so as not to block or diminish accessibility to sidewalks, entrances, etc.
 7. Businesses or agencies receiving bicycle parking facilities must agree to install and maintain the bike parking devices and areas.
 8. Approved applicants must submit pre-installation bike count data prior to receipt of racks and post installation bike count data one year after installation. Surveys will count parked bikes within a 200-foot radius of the site where the facilities are to be installed sometime during the period between 9 and 11 a.m. on a sunny Tuesday through Thursday, when school is in session. Post installation surveys are to be conducted in the same month.
 9. Bicycle parking facilities will not be provided to applicants whose permit conditions require these facilities. Bicycle parking facilities will only be awarded to applicants that are placing them voluntarily.
 10. Approved applicants must submit digital photographs of the completed project to the Transportation Agency.
 11. If funded bicycle lockers and racks are sold before 15 years, approved applicants promises to return a proportionate share of all sale proceeds to the Air Pollution Control District, said share being the percentage of the original purchase price funded by AB2766 funds.

PLEASE NOTE THAT THE TRANSPORTATION AGENCY CAN RECLAIM A PARKING DEVICE AT ANY TIME IF IT IS REMOVED FROM THE ORIGINAL LOCATION AS DESCRIBED IN THE APPLICATION.

Eligible Bicycle Racks and Lockers

A list of available racks and lockers can be found in Attachment 1. Applicants not interested in the approved racks and lockers can submit their requests to the Transportation Agency. The Transportation Agency and its Bicycle and Pedestrian Facilities Advisory Committee will review the requests on a case by case basis.

Procedure for Receiving Grant

The following steps outline how to take advantage of Bicycle Protection Program:

1. Determine a location for your bicycle parking. Parking should be reasonably close to your business or office entrance, preferably closer than the nearest car space. Bicycle parking generally requires at least a 60" X 74" space, so use this measure as a reference, and refer to the specifications contained in this packet if you have more space than that. If the desired location is on publicly owned land (city parking lot, sidewalk, etc.), then an encroachment permit may be necessary; call Transportation Agency for assistance (831-775-0903). If you would like to reduce one automobile parking space to add bicycle parking, the Transportation Agency will write a letter in support of your application for any permits necessary for this reduction in automobile parking.
2. Determine what sort of parking device will best meet the needs of your business or agency. Will employees or customers be using them? Will the racks be used for long or short periods of time? How secure, in terms of access and visibility, is the probable location of the bicycle parking?
3. Sketch out a map of the proposed parking locations, and complete the attached Agreement to place bicycle rack(s) and or locker(s). Please also complete the attached Application for Grant form.
4. Send **ALL THREE** of the following items to Transportation Agency:
 - Program Application
 - Agreement to place bicycle racks and provide pre and post-installation bicycle counts and photographs
 - Site Map
 - Data on current bicycle usage at your business/organization, photos of bicycle parking practices in the vicinity of the proposed site and support letters are also welcome.
5. Transportation Agency staff will review all application materials and submit a recommendation to the Bicycle and Pedestrian Facilities Advisory Committee and then the Agency Board for approval.
6. Once Transportation Agency has approved the recipients, staff will order the parking facilities in bulk. Transportation Agency hopes to take advantage of numerous orders simultaneously to receive bulk order pricing from manufacturers where possible. The anticipated date for acquiring the facilities is January of 2012.
7. Applicants must install the facilities within one month of delivery, as per the agreement, unless other arrangements have been made.

TAMC Bicycle Protection Program

Due to the fact that limited funds are available for this program, the Transportation Agency reserves the right to change these guidelines, including selection criteria, at any time.

Please direct any questions about the program or the application process to Kaki Cheung, Associate Transportation Planner, at (831) 775-0903. **All application materials must be submitted to: Bicycle Protection Program, Transportation Agency for Monterey County, 55-B Plaza Circle, Monterey, CA 93901, or email to kaki@tamcmonterey.org, by September 16th, 2011.**

Transportation Agency for Monterey County BICYCLE PROTECTION PROGRAM APPLICATION

Agency/Business Name: _____

Address: _____

Contact Person: _____ Phone: _____ Fax: _____

Nature of Business/Agency: _____

Number of Employees: _____

Please specify reasons for requesting bicycle parking facilities:

(Describe the users of the facilities (e.g., employees, patrons, students), the expected number of people using them on a daily basis, the length of time the facilities would be used, and the timeframe (i.e, will the use be primarily for weekday, weekend, daytime, night time, or a combination of these?)).

Please indicate the type bicycle rack or locker requested, the mount style, and number of racks/lockers desired.

Quantity	Rack/Locker	Mount Style

Please be sure that the following items are enclosed to make this application complete:

1. Completed agreement to place and maintain bike racks and provide pre and post- bicycle count (following page);
2. Site map of proposed bicycle parking locations in relation to location of buildings, auto parking, and etc. Photographs of the project site are helpful.
3. Documented property owner's permission (a letter) or public permit, if necessary, to install bicycle parking facilities.

TAMC Bicycle Protection Program

I certify that the owner of this property has granted permission to install bicycle racks at the location(s) above and the letter of permission or permit is included with this application. To the best of my knowledge and belief, the data and information included in this application is true and correct and I am authorized to file this application on behalf of the applicant.

Name and Title: _____

Signature: _____ Date: _____

AGREEMENT TO PLACE AND MAINTAIN BICYCLE PARKING FACILITIES AND PROVIDE PRE AND POST- INSTALLATION BICYCLE COUNT DATA AND PHOTOGRAPHS

The following is an agreement between the Transportation Agency for Monterey County (TAMC) and the undersigned, hereinafter referred to as recipient:

The recipient agrees that after being awarded bike rack(s) and or locker(s) and prior to the installation of the bicycle parking equipment, the Transportation Agency will be provided with pre installation bicycle count data for the proposed installation site.

Bicycle count surveys will count parked bikes within a 200-foot radius of the installation site during the period between 9 am and 11 am on a sunny Tuesday through Thursday, when school is in session. Applicants may provide the pre-installation count here:

Date: _____ Time of day: _____
Weather condition: _____ Bicycles counted: _____

The recipient agrees that within one month of receipt of bike parking devices from the Agency or its contracted supplier, unless other arrangements have been made, to install (#) _____ bicycle racks/lockers capable of holding (#) _____ bicycles at the location described in the attached map.

Said map is attached hereto as Exhibit A, and by this reference is incorporated as part of this Agreement. Recipient will arrange for and pay for the installation of the following type of bike racks. **Initials:** _____

The recipient agrees to attach said bike racks in a secure and theft-proof fashion following the appropriate standard outlined in the Bikes Protection Program Guidelines. Recipient also agrees to maintain the bicycle parking facilities and surrounding area for the life of the devices.

The recipient agrees to provide post installation bicycle counts and photographs of the installed bicycle parking equipment one year after installation of the bicycle parking devices. Surveys will count parked bikes within a 200-foot radius of the installed bicycle parking devices during the period between 9 and 11 a.m. on a sunny Tuesday through Thursday, when school is in session. The post installation survey will be conducted at the same location, during the same time period and month of the year as the pre-installation survey.

The recipient agrees to exonerate, indemnify, defend, and hold harmless the RTC, its officers, agents, employees, and volunteers, from and against any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature which the Transportation Agency may sustain or incur or which may be imposed upon it for injury to or death of persons, or damage of property as a result of, arising out of, or in any manner connected with the recipient's performance under the terms of this agreement,

excepting any liability arising out of the sole negligence of the Agency. Such indemnification includes any damage to the person(s), or property(ies) of the recipient and third persons.

The recipient further agrees that TAMC may exercise its option to repossess said bicycle parking facilities, upon desertion of the present place of business by the business or upon removal of the rack(s)/locker(s) from the herein specified location(s).

TAMC

RECIPIENT

By _____
Debra L. Hale
Executive Director

Recipient's Business Name

By _____
(Signature)

(Name and Title)

(Address)

(City)

Dated: _____

Dated: _____

Approved as to form:

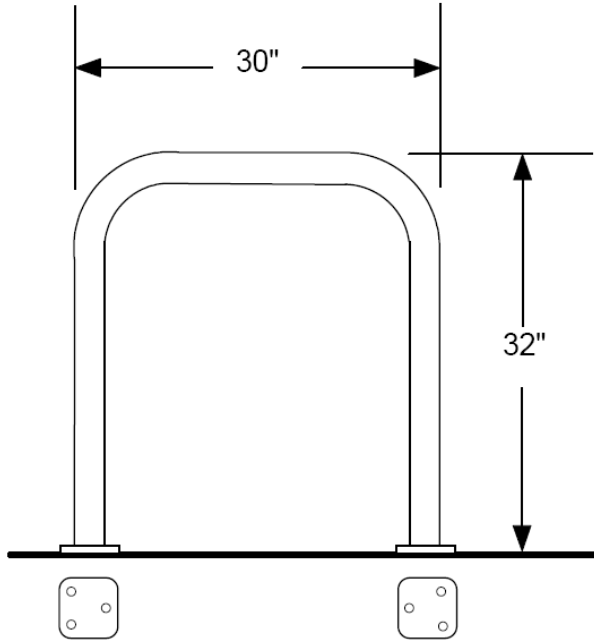
Leroy W. Blankenship
TAMC Counsel

Dated: _____

Post-Installation Count (Date Expected: _____) Photographs Provided?: ____
Date: _____ Time of day: _____
Weather condition: _____ Bicycles counted: _____

ATTACHMENT 1 BICYCLE RACK STYLES AND SPECIFICATIONS

Single Inverted U Racks:



Surface Mounted Single Inverted U

Height: 32"

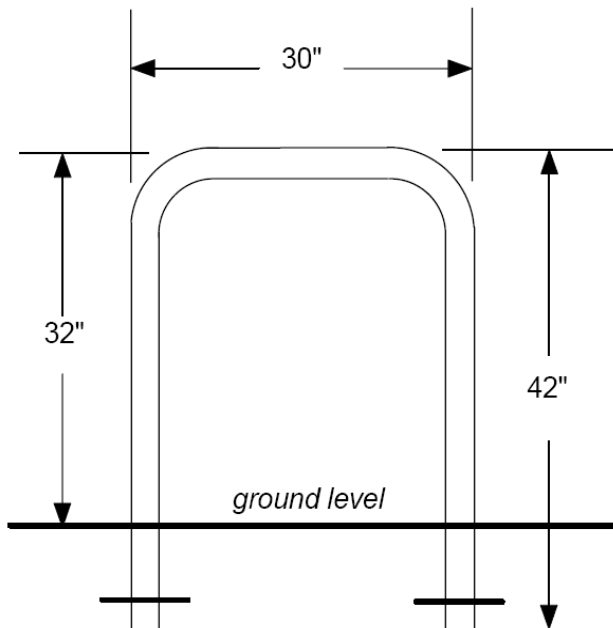
Width: 30"

Flanges: 5" x 6" x 3/8"

Mounting Holes: (6) 9/16" dia.

Square Tube: 2" x 2" x .188" wall

Finish: Hot-dipped Galvanized



Sub-Surface Mounted Single Inverted U

Height: 42"

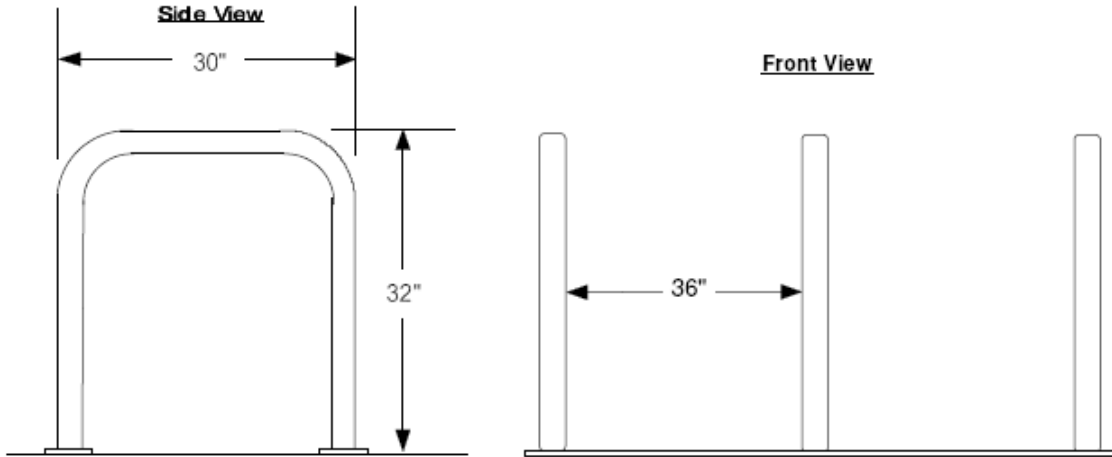
Width: 30"

Square Tube: 2" x 2" x .188" wall

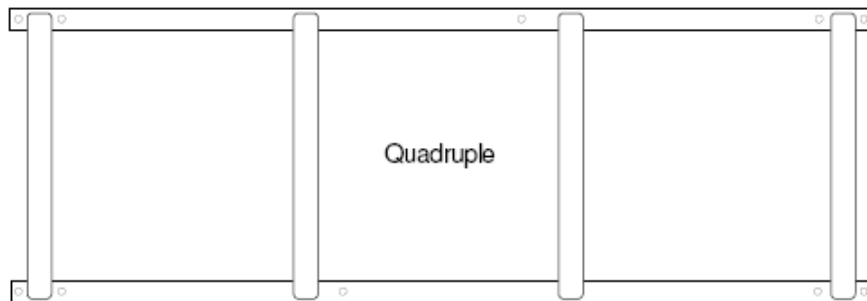
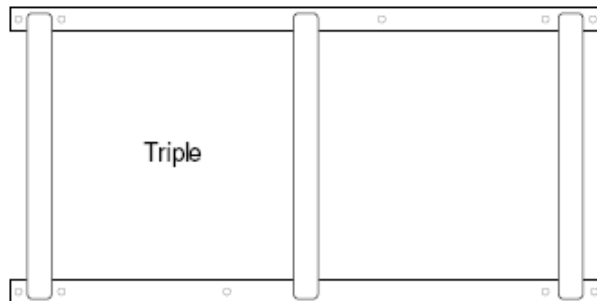
Finish: Hot-dipped Galvanized

BICYCLE RACK STYLES AND SPECIFICATIONS

Rail Mounted Inverted U Racks:

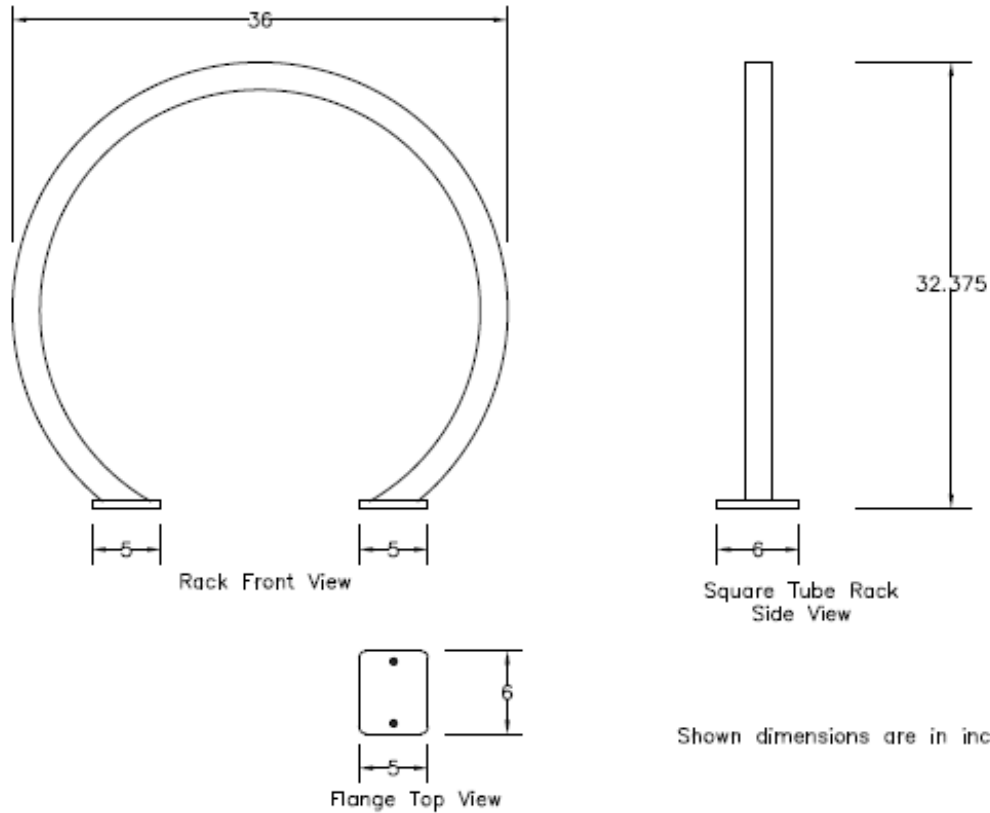


Top Views



BICYCLE RACK STYLES AND SPECIFICATIONS

Surface Mounted Single Circular Rack:



Shown dimensions are in inches.

Surface Mounted Single Circular Rack

Height: 32.375"

Width: 36"

Flanges: 5" x 6" x 3/8"

Mounting Holes: (4) 9/16" dia.

Mounting Bolts: 1/2"x3.75" Wedge Anchor Bolt or 1/2"x3.75" Anchor Rawl Spike

Hoop: 2"x2"x0.188" Square Tube

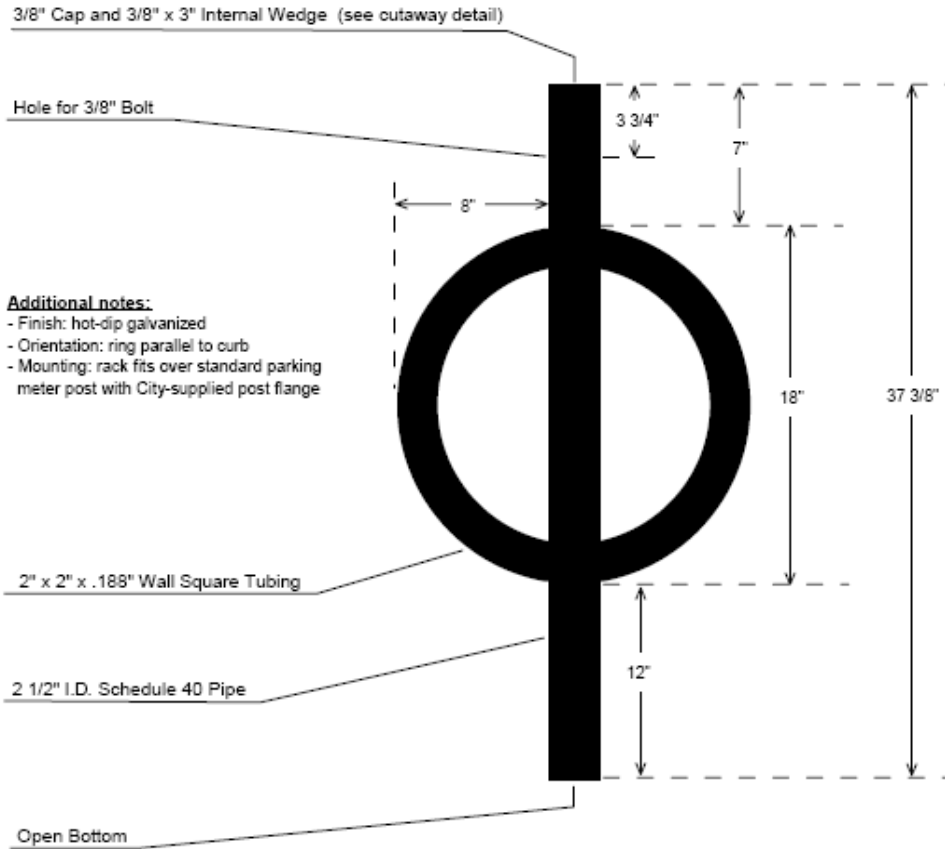
Finish: Hot-dipped Galvanized (-G)

Powder-coated (-P)

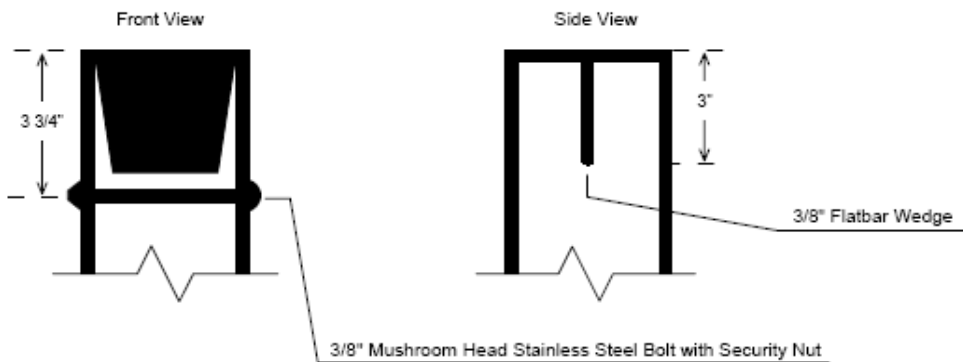
Stainless #4 Brush Finish (-SS)

BICYCLE RACK STYLES AND SPECIFICATIONS

Post-and-Ring Bike Rack:



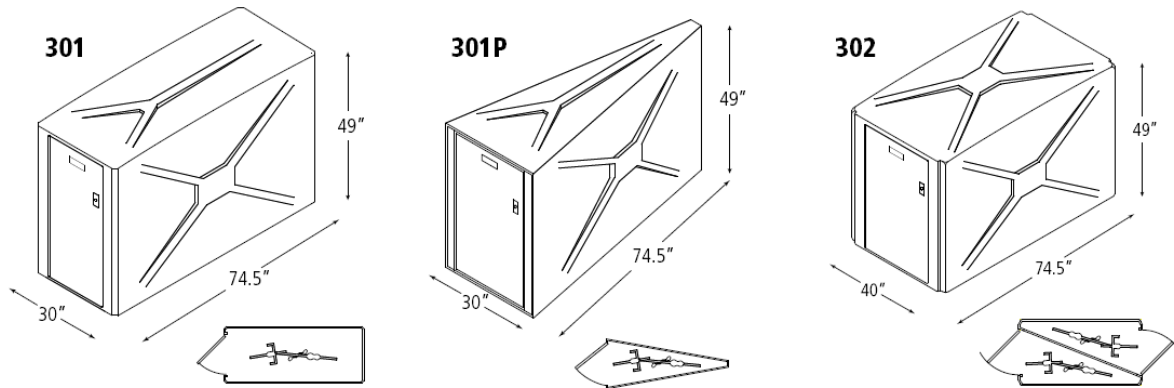
Cutaway Detail: Fastening Wedge and Bolt with Security Nut in Top of Rack



BICYCLE LOCKER STYLES AND SPECIFICATIONS

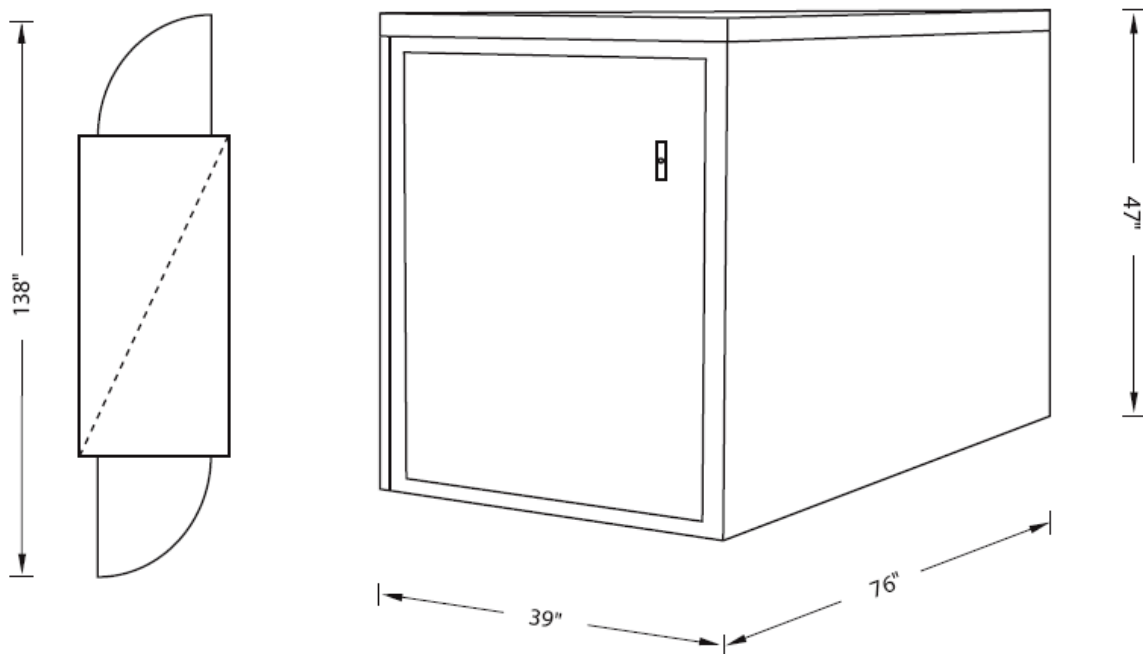
Models 301, 301 P, 302 Bike Lockers:
More information can be found at: http://www.dero.com/brochures/bike_lockers.pdf.

Models 301, 301P, 302



Bike-to-Work Lockers (Steel):

More information can be found at: <http://bikeparking.com/btwlockerm/BTWL02M-spec.pdf>.



BICYCLE LOCKER STYLES AND SPECIFICATIONS

Bike Lid:

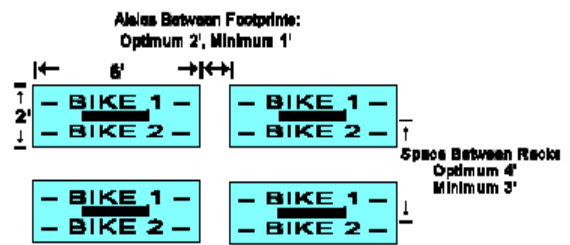
More information can be found at: <http://www.bikelid.com/various-options-for-the-bike-storage-containers/height-and-weight-of-bikelid.html>.



SPACING FOR BICYCLE RACKS:

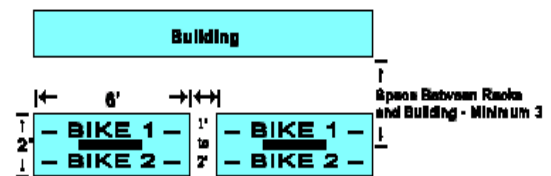
Spacing Between Racks:

Each inverted U-rack accommodates two bicycles, and requires a total “footprint” space of 2'X6'. Aisles between the footprints should be at least 1' wide, and 2' aisles are preferred. Bars should be centered in the footprint space.



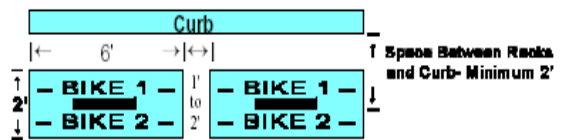
Spacing Between Racks and Building when Bikes Are Parallel to Building:

When bicycles will be parked parallel to a building, bike bars should be located at least 3' from the obstruction to allow for maneuvering handlebars between the locking devices and the building.



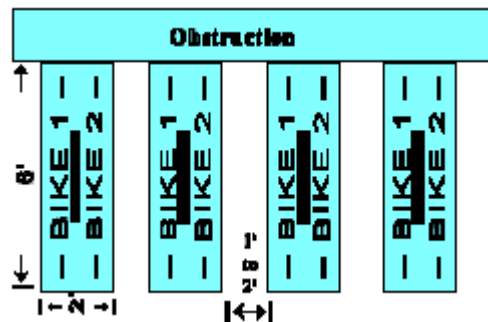
Spacing Between Racks and Curb When Bikes Are Parallel to Curb:

When bicycles will be parked parallel to a curb, bike bars should be at least 2' from the curb.



Spacing Between Racks and Obstruction When Bikes Are Perpendicular to Obstruction:

When bicycles will be parked perpendicular to a building, curb, or other obstruction, locking devices may be located as shown in the diagram at right.



Spacing When Racks Are Placed in a Diagonal Formation:

When bicycle bars will be placed diagonally to a building or other obstruction the angle may be varied; however, the bike parking area must still maintain a 2'X6' footprint and the aisles between the footprints should be at least 1' but preferably 2'.

