



Bicycle Secure Program

Guidelines



Prepared by the
Transportation Agency for Monterey County

Adopted by the Transportation Agency Board
December 2016
Amended May 2020

PLEASE SUBMIT COMPLETED APPLICATIONS
TO THE TRANSPORTATION AGENCY
55-B PLAZA CIRCLE, SALINAS, CA 93901
Phone: (831) 775-0903; Fax: (831) 775-0897
Email: madilyn@tamcmonterey.org

GUIDELINES FOR THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY BICYCLE SECURE PROGRAM

Purpose

Encouraging bicycling for personal transportation is a major goal of the Transportation Agency for Monterey County. Access to secure and conveniently located bicycle parking supports individuals who choose to bicycle for everyday trips, like to work, school, shopping, or leisure. Alternately, the lack of available bicycle parking and the possibility of theft are strong deterrents to bicycle use. In an effort to promote bicycling, the Transportation Agency for Monterey County operates the Bicycle Secure Program as a tool for increasing the amount of safe and easily accessible bicycle parking. New to the program are public bicycle repair stations, which are stand-alone kiosks that contain tools for minor repairs, financial support for artistic bicycle rack designs, and skateboard racks.

The Agency administers the Bicycle Secure Program to help private businesses, local jurisdictions, non-profit organizations, school districts, and other public agencies in Monterey County acquire bicycle parking racks and repair stations to serve their employees, patrons and students. The program provides the bicycle parking facilities and offers assistance to identify the appropriate location and orientation of the rack or repair station for installation. It is the responsibility of the business or agency to install the facility securely in a safe and convenient location and maintain the facility.

By providing secure bicycle parking, businesses and agencies can attract more bicycle-riding patrons and support bicycle commuting employees. Providing secure parking and repair stations supports 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 drive.

Program Goals

- Increase the amount of secure bicycle parking in Monterey County
- Give high priority to locations without existing bicycle parking and businesses that cater to bicyclists (e.g. HER Helmet Thursdays businesses and organizations)
- Ensure equitable distribution of bicycle parking facilities across Monterey County
- Provide bicycle parking in convenient locations to encourage bicycling.
- Support artistic design of facilities that increase visibility of bicycle parking and maintain the character of a special area or district.

Program Budget

The Agency has an annual budget of \$30,000 for the Bicycle Secure Program.

Program Requirements or Specifications for Fixed Location Equipment

1. Any private business, public agency, or non-profit organization located in Monterey County is eligible to apply for funding from this program.
2. The Transportation Agency will cover the purchase price (including tax, shipping and handling) of the equipment identified in Attachment 1. Installation and maintenance costs must be borne by the applicant.
3. To receive parking racks, lockers, or repair stations, businesses/agencies must complete an application and submit it to the Transportation Agency. Applications are reviewed by the TAMC Bicycle and Pedestrian Committee and sent to the Transportation Agency Board for approval.
4. Parking rack, locker, and repair station styles included in these guidelines are recommended (See Attachment 1). However, due to the number of new racks and innovations, other designs will be considered on a case-by-case basis to be approved by Transportation Agency staff.
5. 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.
6. Parking racks must be placed close to user destinations and building entrances to allow convenient access, i.e. closer than automobile parking but not necessarily closer than disabled parking spaces.
7. Parking facilities (racks and lockers) and repair stations are to be placed so as not to block or diminish accessibility to sidewalks, entrances, etc.
8. Businesses or agencies receiving parking facilities must agree to install and maintain the parking devices and areas in a clean and safe condition.
9. Parking facilities and repair stations will not be provided to applicants whose permit conditions require these facilities. Parking facilities and repair stations 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.

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 WITHOUT PRIOR APPROVAL.

Recommended Bicycle Racks and Lockers

A list of recommended racks, lockers, and repair stations can be found in Attachment 1. Applicants not interested in the approved racks and lockers can submit their requests for an alternate bicycle facility to the Transportation Agency. The Transportation Agency will review the requests on a case by case basis.

Artistic Rack Funding

The Transportation Agency recognizes and supports the aesthetic value that artistic bike racks bring to a community. Installing bicycle parking racks of innovative and aesthetic designs improves the local transportation infrastructure and enhances the community's image as a livable and interesting area. In particular, installing artistic bicycle racks:

- Provides needed parking for the increasing number of people who choose bicycling as a transportation option
- Enhances the local image as a bicycle-friendly community; a community that regards bicycles as a permanent and important part of the transportation infrastructure.
- Encourages more people to choose cycling as a transportation option.
- Creates a symbol for our community's livability that will attract positive attention from residents and visitors.
- Increases community support for bicycle parking.

In an effort to support artistic bicycle parking, the Transportation Agency offers financial assistance by providing up to a 1-1 funding match to applicants proposing artistic bike racks. The available funding match for each bike rack is equal to the average cost of one (1) recommended bicycle rack listed in Attachment 1 calculated based on the number of bicycles being secured, but cannot exceed 50% of the cost of the rack. The funding match will be provided on a reimbursement basis and must be requested within 6 months of application acceptance.

All program requirements and procedures apply to the funding match, including installation, spacing, access, and submission of post-installation photographs.

MST on-Bus Racks

Recognizing the need to support cyclists who also travel by bus, the Bicycle Secure Program also allows for applications by Monterey-Salinas Transit (MST) for bicycle racks with space for three bicycles on their buses. However, due to the high cost of these racks, and that they fall outside the program goals listed on page 2, priority will be given to applications seeking fixed location racks, lockers, and repair stations.

Procedure for Receiving Grant

The following steps outline how to participate in the Bicycle Secure 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 (bicycle corral), the Transportation Agency may 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. Submit a photo and sketch a layout 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 form.
4. Sign and submit the Agreement with the Transportation Agency, promising to install, maintain and be responsible for the equipment requested.
5. Send **ALL THREE** of the following items to Transportation Agency:
 - Program Application.
 - Signed agreement to place bicycle racks and provide pre-installation and post-installation photographs.
 - Site photographs and Map.
 - Data on before and after bicycle usage (counts) at your business/organization, photos of bicycle parking practices in the vicinity of the proposed site and support letters are strongly encouraged but not required.
6. Transportation Agency staff will review all application materials within three weeks and follow-up with any questions. Agency staff will then submit a recommendation to the Bicycle and Pedestrian Facilities Advisory Committee for approval.
 - Note: Bicycle Secure Program Grant Applications will be reviewed on a first-come first-serve basis until the annual budget runs out. In an effort to ensure equitable distribution of equipment, applications seeking multiple parking racks, lockers, or repair stations may receive a partial award of the requested equipment.

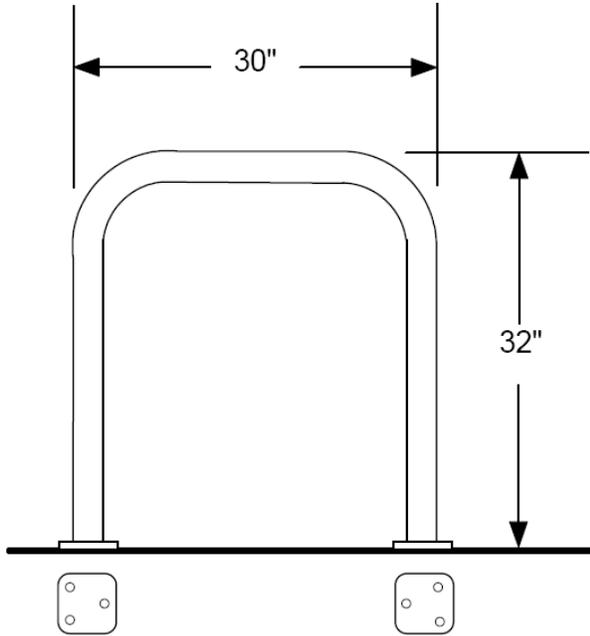
7. Transportation Agency staff will order the parking facilities after grant application(s) are approved. The Transportation Agency hopes to take advantage of bulk ordering whenever feasible.
8. Applicants must install the facilities within one month of delivery, as per the agreement, unless other arrangements have been made with Agency staff.
9. Applicants must send Agency staff a picture(s) of the installed facilities to madilyn@tamcmonterey.org.

Due to limited funds for this program, bicycle parking facilities are not guaranteed to all that apply.

Please direct any questions about the program or the application process to Madilyn Jacobsen, Transportation Planner, at (831) 775-4402. **All application materials must be submitted to: Bicycle Secure Program, Transportation Agency for Monterey County, 55-B Plaza Circle, Monterey, CA 93901, or via email to madilyn@tamcmonterey.org.**

ATTACHMENT 1
BICYCLE RACK STYLES AND SPECIFICATIONS

Single Inverted U Racks:



Surface Mounted Single Inverted U

Height: 32"

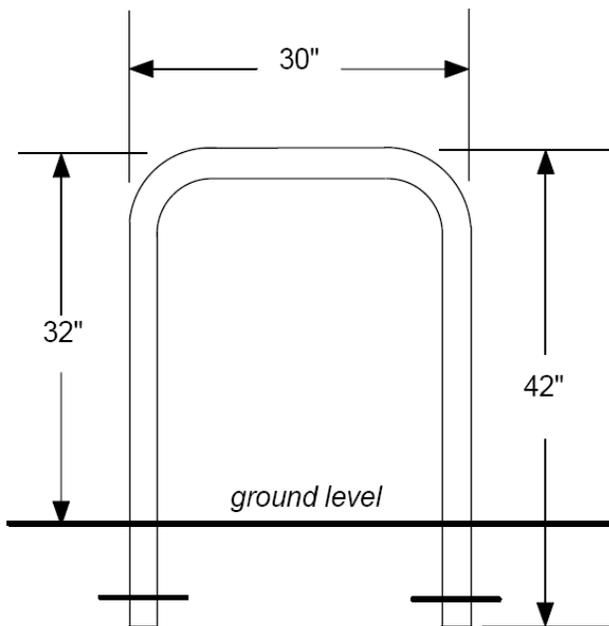
Width: 30"

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"

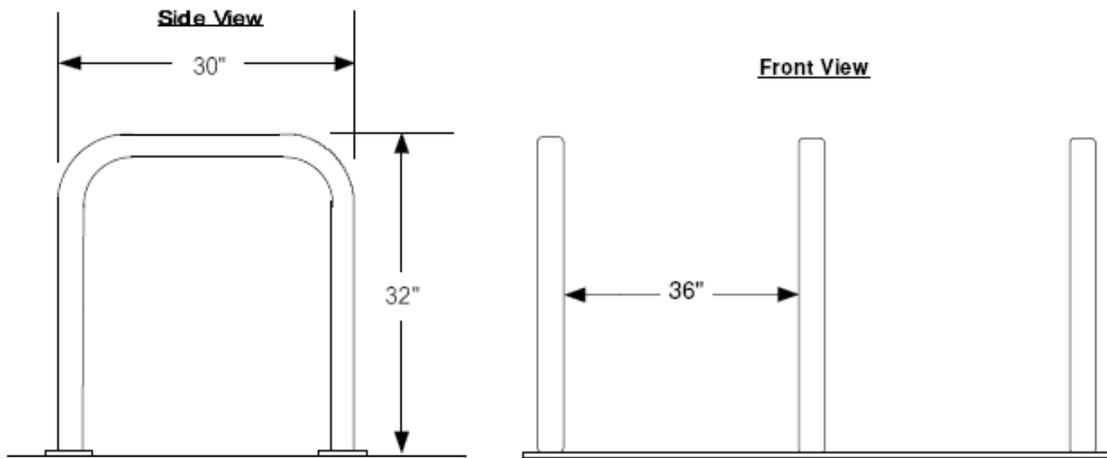
Width: 30"

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

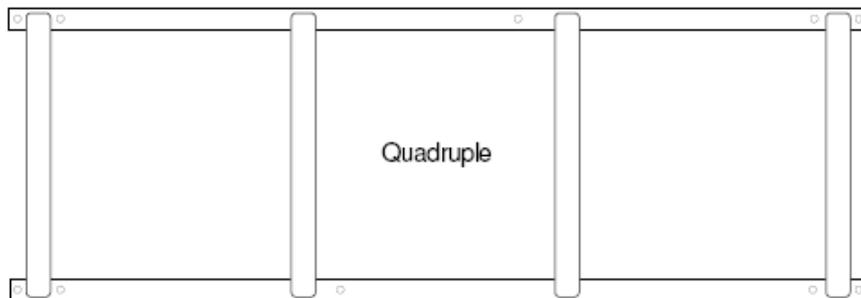
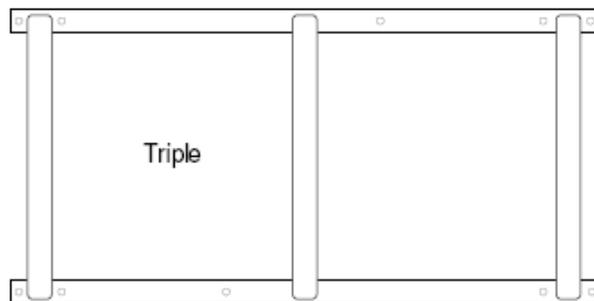
Finish: Hot-dipped Galvanized

BICYCLE RACK STYLES AND SPECIFICATIONS

Rail Mounted Inverted U Racks:

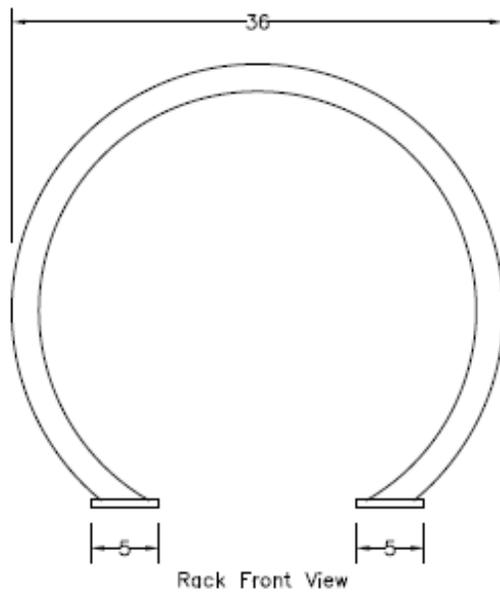


Top Views

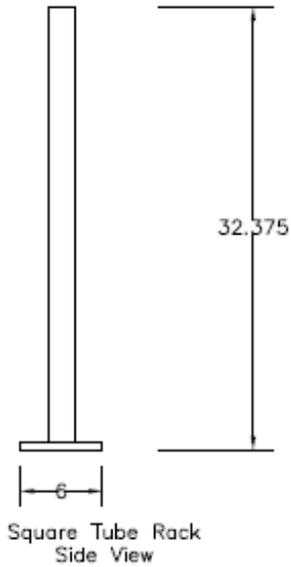


BICYCLE RACK STYLES AND SPECIFICATIONS

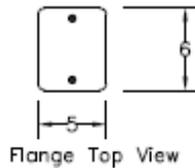
Surface Mounted Single Circular Rack:



Rack Front View



Square Tube Rack
Side View



Flange Top View

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:

3/8" Cap and 3/8" x 3" Internal Wedge (see outaway detail)

Hole for 3/8" Bolt

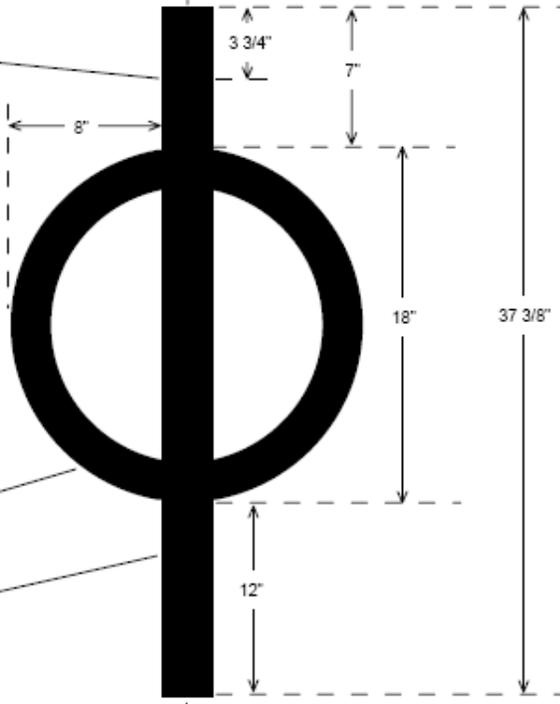
Additional notes:

- Finish: hot-dip galvanized
- Orientation: ring parallel to curb
- Mounting: rack fits over standard parking meter post with City-supplied post flange

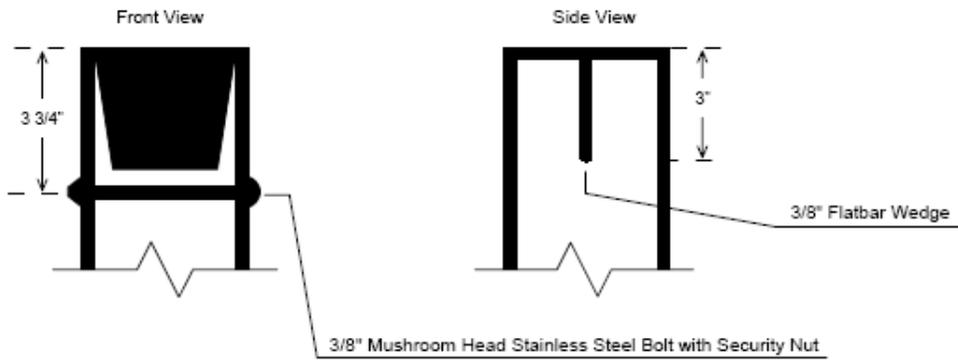
2" x 2" x .188" Wall Square Tubing

2 1/2" I.D. Schedule 40 Pipe

Open Bottom

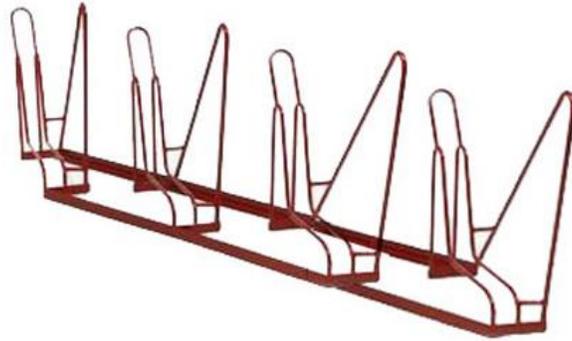


**Cutaway Detail:
Fastening Wedge and Bolt with Security Nut in Top of Rack**



BICYCLE RACK STYLES AND SPECIFICATIONS

Angled Bike Rack:



BICYCLE RACK STYLES AND SPECIFICATIONS

Bike Docks:



BICYCLE RACK STYLES AND SPECIFICATIONS

Wall Mounted Bike Rack:



BICYCLE RACK STYLES AND SPECIFICATIONS
Wall Mounted Bike Rack (more examples):



ARTISTIC BICYCLE RACK EXAMPLES



BICYCLE CORRAL / PARKING SPACE CONVERSION



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 foot print 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.



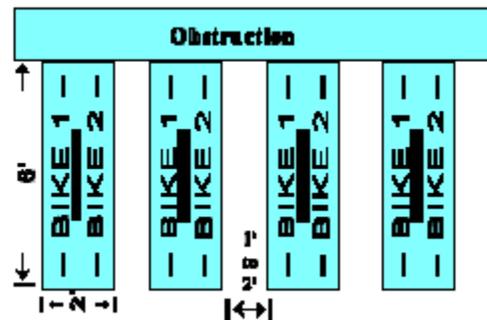
Spacing Between Racks and Curb When Bikes Are Parallel to Curb:

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



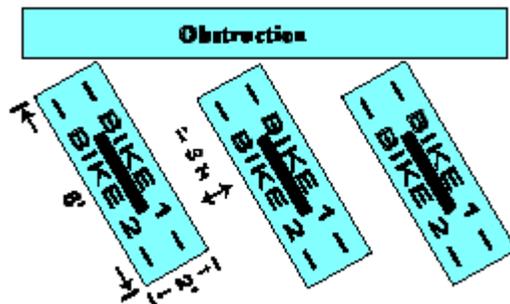
Spacing Between Racks and Obstruction When Bikes Are Perpendicular to Obstruction:

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'.



BICYCLE LOCKER STYLES AND SPECIFICATIONS

Vertical Bike Rack (right):

<https://www.dero.com/brochures/vertical-bike-locker.pdf>

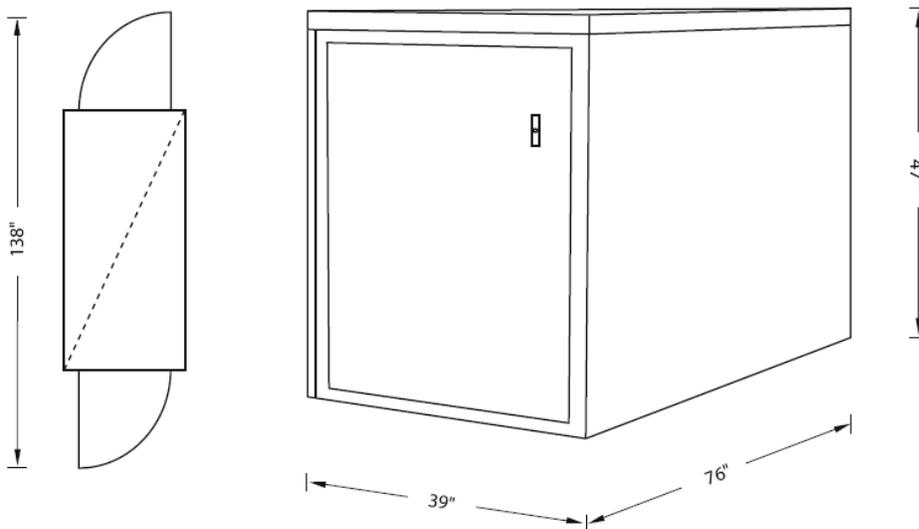


Double Bike Locker (left):

<https://www.dero.com/brochures/dero-double-locker.pdf>

Bike-to-Work Lockers (Steel):

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



BICYCLE REPAIR (FIX-IT) STATION



SKATEBOARD RACK STYLES

