

Please also see “Potential Locations for Bike Share Stations”

Description of Preliminary Siting Work in Pilot Areas:

SAMTRANS/ CALTRAIN

Permit fees will be waived for Caltrain sites (specific to sites on Peninsula Corridor Joint Powers Board (JPB) right of way). Permit approval process is anticipated to take one month or less, if vendor is amenable to standard Caltrain license agreement language. It is anticipated that one license agreement will be drafted for all Caltrain station sites in one license document, which will get final sign off from Deputy CEO. Sites have been vetted and approved by Deputy CEO staff. License agreement is a 15 page document. Support from Caltrain/Samtrans staff during the permitting process can be obtained by contacting Gary Cardona, Senior Real Estate Officer at 650-508-6353 or Brian Fitzpatrick, Manager of Real Estate and Property Development at 650-508-7781. Caltrain/SamTrans staff will provide necessary CAD drawings and site planning info to Real Estate dept. for permitting on behalf of the vendor.

Note that site planning and pre-approval process for station sites took approximately 3-4 months of planning work. Caltrain does not normally permit facilities on its station platform locations so any future pods are recommended adjacent to platform areas, but within access circulation of the station.

San Francisco

The San Francisco Municipal Transportation Agency (SFMTA) staff has identified 60 potential sites primarily concentrated in the planned introductory service area described in the RFP (with some outliers). The map below shows the proposed service area and the planned sites with a 150 meter buffer. All of the various sites are subject to change for a variety of reasons, but their current disposition is as follows:

- Fieldwork and data gathered for 54 sites;
- 43 sites have completed CAD site plans;
- 15 sites have preliminary consent from fronting property owners; and
- Internal SFMTA review (transit routing, traffic operations, traffic routing, special events, color curbs) is underway for 7 sites.

Approval and permitting differs between sites according to who controls the property on which the station will sit.

The majority of the sites (44) are located in the public ROW, either on the sidewalk (31), or in the parking lane (13). The SFMTA and the Department of Public Works (DPW) control this property, but generally seek the consent of fronting property owners before making changes to sidewalk or parking lane use. The approval process starts with individual internal SFMTA staff-level review, proceeds to an inter-divisional review meeting, then a formal interagency review meeting (Transportation Advisory Staff Committee—TASC), culminating in a public hearing. Additionally, DPW is requiring that a Surface Mounted Facility (SMF) Permit be executed for each location in the public ROW. For the pilot project, the SFMTA has negotiated a unique process in which SFMTA staff assemble SMF submittal packages, the SFMTA public hearing is substituted for a DPW hearing, and DPW staff provide expedited review, billing only for time and materials. The SFMTA will pay DPW’s review costs, but the permit will be issued to the vendor. While the final SMF permit cannot be written until a vendor is under contract, the preceding steps do not necessarily require the vendor’s assistance, so in order to expedite approvals, SFMTA staff plans to proceed immediately with necessary review, legislation, and public hearings for those sites that seem unlikely to change significantly.

In addition to the 44 public ROW sites, two proposed sites are located in public plazas controlled by DPW and will be subject to essentially the same process.

Five proposed sites (SFO 1-5) are located on property controlled by the Port of San Francisco. These sites have been identified in cooperation with Port planning and real estate staff, but will require approval by

the Port Commission, and a standard Port lease agreement will be executed for the pilot period by the vendor. The Port has agreed to charge no rent during the pilot period.

Two sites are on property controlled by the Transbay Joint Powers Authority (SFO 40 & 59). SFMTA staff have been working with TJPA staff, and while the exact process for the TJPA site approval has not been finalized, it will most likely be similar to that for the Port.

One site is on property controlled by the Recreation and Parks Department (SFO 29) and will require a standard lease agreement. SFMTA staff will help the vendor seek a rent-free agreement.

Two of the proposed San Francisco sites (SFO 46 & 47) are located on property owned by Caltrain, a partner in the regional pilot.

One is located at UCSF Mission Bay (SFO 60). UCSF is ready to execute an agreement at no cost.

One location is located on property owned by the federal General Services Administration (SFO 41). The GSA is on board and SFMTA staff will help the vendor with a rent-free agreement.

Two sites are proposed for private property (SFO 26 & 28).

Generic station layouts have been used in the fieldwork and site plans and it is believed that most of the sites identified will serve the eventual vendor, but recognize that upon consultation with the vendor, it may turn out that some sites will not work and that some new locations may need to be sought out. SFMTA is prepared to work with the vendor to obtain approvals for all pilot sites and to minimize additional unforeseen costs.

Redwood City

The City of Redwood City has identified sixteen station locations in Redwood City. All sites are in and around downtown or at neighborhood parks, and all sites are within the public right-of way on City-owned property. All sites have been reviewed and have CEQA clearance for the bike share pilot program.

Fourteen of the potential sites are tentatively approved by the City for use in the pilot program. One location, in front of the downtown library, is a historical site and bike share installation may require approval from Redwood City's Historic Resources Advisory Committee. If this site is chosen for the pilot, Redwood City staff will request approval from the Committee, based on information provided by the vendor. A second location is in a park that is being renovated. Placement of a bike station at this park is dependent on the final park design (design is anticipated to be complete in spring of 2012).

For all sites, Redwood City staff will perform minor prep work including moving bollards and street furniture, striping changes, and other minor modifications required to accommodate the bike share stations. At this time it is not anticipated that the vendor will need to perform site prep work for the station installation, however the vendor will be responsible for any standalone signs that they want to install. Redwood City will waive permit fees for these sites. The vendor is required to obtain a construction permit from Redwood City (contact: Christian Hammack, 650-780-7378); the permit will cover all locations within the City's right-of-way.

Additional sites may be proposed by the vendor for consideration, but they would need to be reviewed (for environmental clearance, site requirements, etc.) by Redwood City's Community Development Department prior to inclusion in the program.

Additionally, the County of San Mateo has identified three potential sites for bike share stations to be located within County-owned facilities. The locations were selected on the basis of visibility, available space, access to bicycle lanes, and where only minor modifications would be necessary for the installation of bikeshare equipment. While the proposed locations will be physically located on County property, all bikeshare stations will fall within the City of Redwood City. For all sites, County staff will be available to provide guidance in seeking facility approval for the placement of bikeshare equipment over existing parking spaces or in shared lots. The San Mateo County Building and Planning Department will conduct a review and approval for locations within County property as required. CEQA clearance and review has not

been conducted for the proposed locations pending additional equipment and vendor details for placement and installation of bikeshare facilities. Additional sites may be proposed by the vendor for consideration upon further analysis of the proposed stations.

Santa Clara County

Valley Transportation Authority (VTA) staff, in partnership with representatives from the cities of San Jose, Palo Alto and Mountain View, have identified approximately 32 potential sites for bike share stations. All sites are within 1-3 miles of each of the Caltrain transit centers, and are mostly focused in or around downtown areas. With the exception of 3 locations at Stanford University in Palo Alto, all potential sites are located within the public right-of-way.

San Jose

VTA and City staff have identified 15 bike share station sites in the City of San Jose. All sites are located in the public ROW, 11 of which are located on the sidewalk, 2 are located in a plaza and 2 are in a parking lane. While the City controls public ROW, Department of Transportation (DOT) staff will conduct outreach to property owners fronting the potential bike share sites prior to any installation work starting. To date, all proposed locations have received staff-level approval.

The approval process requires the vendor to complete an encroachment permit application through the Department of Public Works, which DOT staff has agreed to help facilitate and waive all fees. All locations may be bundled using one application. The encroachment permit application will require a certificate insurance and for some locations, a separate traffic control plan to describe any installation work that will require closing down or blocking a traffic lane temporarily. DOT staff will conduct all minor prep work including removing or relocating bike racks, bollards, street furniture or other minor improvements to accommodate a bike share station. DOT staff will also work with the vendor to prepare the submittal package. It is expected that environmental review will happen concurrently with the permitting approval.

Mountain View

There are 11 total locations proposed for the City of Mountain View, 8 of which are being considered for the pilot phase. The 8 locations are within public ROW: 5 locations are located on sidewalk, 2 are in a plaza and 1 located on the street. All locations for the pilot phase have been approved by staff and will be taken to the Council Transportation Committee meeting in April and to the City Council meeting in May for final approval. The vendor will work with the land development group in the City's Public Works Department to apply for an encroachment permit which should cover all sites under one application; all permit fees will be waived.

Palo Alto

There are approximately 9 locations identified for the City of Palo Alto. 6 locations are proposed in the public ROW, mostly in parking lane. The approval process requires locations to be approved by the Architectural Review Board (ARB), which needs information on the exact station design and dimensions to be installed before granting approval. City staff will take the list of locations to the Planning and Transportation Commission in April and City Council in May for approval. Vendor will need to work with the Public Works Department to acquire encroachment permits; all permits fees will be waived.

3 potential sites for Bikeshare stations are located on Stanford University property which will require a separate agreement (most likely a Memorandum of Agreement) with the university. Note that the university has restrictions on corporate sponsorships so these bike share pods will need special accommodations. The University is currently reviewing the 3 locations for preliminary approval. There will be an architectural review of the final site plan and design for approval.