

Questions and Answers from BRVP Webinar on October 30, 2013

Presentation materials

- Is presentation available for download and dissemination to potential sponsors?
- Can you email "attendees" when presentation etc. is available for download?
- Will these slides be available to participants after the presentation?
- the power point will be available afterwards, correct?
- Where will a copy of this presentation be posted?

Answer: The presentation slides can be found at the Air District's BRVP website, located at <http://www.baaqmd.gov/Divisions/Strategic-Incentives/Alternative-Transportation/BRVP.aspx>.

Costs covered by voucher and matching funds

- Just to confirm: this is a voucher for the equipment only, not the installation
- do agencies have to pay sales tax?
- Can you confirm that vouchers are for equipment only, and the cost of installation is left to the agency?
- i looked away - what is the match requirement? a percentage?
- What costs are expected: installation, maintenance, and the difference between the voucher and the cost of the equipment, is that all?
- Please clarify what you think the costs above the voucher costs are.
- how much are agency matching funds for each rack?
- Are installation costs the responsibility of the applicants?
- Is the agency matching amount \$60 per one rack or is a rack considered dual rack and is \$120?
- Do communicate to our board, is there a specific percentage amount for the matching requirement?
- would racks in bike corrals be eligible? Could the matching funds come from businesses benefiting from the bike corrals?

*Answer: Vouchers may be awarded in the amount of up to **\$60 per bicycle parking space created**. For example, if a bicycle rack is designed to hold two bicycles at a time, then that rack is eligible for up to the full cost of the bicycle rack, not to exceed \$120. The applicant is required to provide matching funds for any costs not covered by the voucher (e.g., taxes, shipping, installation, and maintenance) required to implement the project.*

Activity Centers

- I'm a bit confused by the requirement that racks be at the entrance of a park. What if the activity is a swimming pool or a ballfield that's in the middle of a park?
- If you have a recreational facility in a park, can you place a bike rack at the entrance/exit of the facility even though the rack is in the park per se.
- Do churches, private schools...count as locations that qualify?
- Do major activity centers include park entrances, City Hall, or small civic centers (areas with grocery store/bank, etc.)?
- Other than for recreational areas, Do all the racks have to be installed within the public ROW, or can they be installed within the facilities?
- Please re-iterate the names of the qualifying uses: schools, libraries, parks, and what?
- What are the major activity centers: transit, shopping center, and ?
- Does any bus stop qualify as a transit station, or are there any performance thresholds like ridership at the stop, or presence of shelters or benches that must be met?
- Would individual bus stops qualify as a major activity center?

Answer: For the purpose of the BRVP, major activity centers are locations that attract significant vehicle travel for utilitarian purposes, such as work/school commuting, and shopping. Examples of such destinations include, but are not limited to

- *Transit stations*
- *Office complexes*
- *Educational institutions*
- *Shopping centers, (e.g., a mall or other shopping complex)*
- *Recreational facilities*

*NOTE: Although BRVP equipment may be installed at the entrance or exit of recreational facilities, equipment that is installed within a recreational park does **not** qualify for funding.*

Grant timeline

- in marin we are currently planning a project to provide accessible path of travel from the soon to be SMART rail station to the civic center but the improvements won't be built until late 2014
- can these funds be allocated but not spent for a year or so?
- How do the agencies prove that the bike racks are installed within 4 months of receipt?
- there is no current application deadline, correct?
- Can the 4 month installation time be extended? We will be having our own maintenance crews install the racks and probably order 100 racks. Our crews may not be able to install all of the racks within 4 months.

- When will you begin accepting applications?
- How long will it take for applications to be reviewed/approved?
- does the permit/contract have to be submitted at the time of the application? i have a few bike corrals i'd like to place in our city with businesses that want them, but the permitting can sometimes take time...

Answer: The Air District is currently accepting applications, and will continue to do so until January 31, 2014, or until all funds have been exhausted. The Air District will review a complete application within 30 calendar days of receipt. If funding is approved, each voucher will be eligible for use within 60 days from the date it was issued by the Air District. Equipment is required to be delivered to the voucher recipient within 90 days from the date the order was placed. The voucher recipient is required to install the equipment within 4 months from the date of delivery. Upon installation of all equipment from the vendor, the voucher recipient must submit an Installation Form to the Air District within 60 days; and the voucher recipient must maintain equipment for 10 years after the date of installation.

List of approved Vendors and Equipment

- Can additional vendors be added to the list of approved vendors?
- Is there any ability to add different type of racks to the preselected rack choices?
- Do the vendor's links have a list of all equipment? What if a particular style or type is not listed?

Answer: BRVP Funding is provided only for the listed equipment from the approved vendors. We encourage vendors not on the approved list to contact the Air District if they wish to participate in this program.

Who can apply

- \$12K per agency - is that CMA agency or city agency?
- Will you be considering small proposals from small agencies such as rural school districts?
- I work with non profit organization. Can we apply for the schools ourselves or the schools have to apply themselves?
- Can a non-profit organization apply on behalf of schools?
- In the future, would you consider allowing public agencies to purchase racks for another public agency and transfer liability for those racks to the second agency? This would help many cities subsidize the cost of racks for their local schools, which do not have funds for or staff who know how to site this type of infrastructure. This would be a strategic investment by the Air District since we are finding that our Safe Routes to School efforts encouraging families to bike often result in parents considering bike commutes to work for themselves. Requiring cities to cut checks to school districts to subsidize racks is operationally and politically difficult.

Answer: Any public agency within the Air District's jurisdiction is eligible to apply (e.g., cities, counties, schools, school districts, special districts). Private businesses and non-profits are ineligible.

Bike rack locations

- How accurate does the physical map need to be? For example, if we would like to install bike racks at the entrance of City Hall, but are still unsure exactly where, is it sufficient that we mark City Hall as the location on the map? Or does it need to be the exact location?
- Can we install multiple racks at the same location?
- so the racks can be on private property as long as we have some legal document b/w the city and business to keep the rack in place and maintained for 10 years?
- Can a city also include bike rack requests that are located on school property and not on City property?
- May the rack be moved during the 10-year period, if the new location meets activity center requirement?

Answer: The maps need to identify the specific location for the installation of the rack. Multiple racks can be installed at a single location. Racks may be installed on private property as long as the racks are accessible to the public. Racks must be maintained in the location for 10 years from the date of installation.

Funding

- Will you let the public know if available funds are running low?
- Is this a new program? When would you expect the funds to be completely spent?
- If funds are still available after Jan 31st, will the program be extended?

Answer: The amount of funding remaining will be updated in \$100,000 increments and will be posted on the BRVP website located at <http://www.baaqmd.gov/Divisions/Strategic-Incentives/Alternative-Transportation/BRVP.aspx>.

Audit and Physical Inspection

- Would the audit be in the 10th year, or any time up to the 10 year point? What financial information would you be looking to review? Would the information include the installation costs, even if work was performed by maintenance staff?
- what is the penalty if you do not fulfill rules?
- Can you go into more detail about the audit?
- How is the audit different from physical inspection? What does the audit entail?

Answer: The financial audit will mostly likely happen within the first three years of the project. The physical inspection could happen anywhere in the 10-year project life.

Bike Lockers

- Does this program include funding for enclosed bike lockers?
- Can funds be used for bike lockers, or just bike racks?
- When will the electronic bike locker program begin?
- I missed the first couple of minutes, did you say that bike lockers would also be covered?

Answer: This program does not include funding for bicycle lockers. Please see <http://www.baaqmd.gov/Divisions/Strategic-Incentives/Alternative-Transportation/Electronic-Bicycle-Lockers.aspx> for information on bicycle locker funding.

Installation

- The racks can be installed by anyone?
- Are there any limitations as to what contractors can install the equipment, or is the limitation only for the rack vendors?

Answer: It is the voucher recipient's choice on who completes the installation. The installation must be completed within four months of receipt of the equipment.

Procedure & Documentation

- Do you have a sample letter of agency support and/or resolution that you could provide?
- Once installed, are agencies permitted to install signage saying "racks provided courtesy of [agency] and the baaqmd?"

Answer: See sample commitment letter on BRVP webpage. The voucher recipient must apply a District provided funding logo to each rack.

Misc.

- How are grant recipients selected? Is there a weighted review of applications or are all applications approved and awarded on a first come, first serve basis as long as they meet the grant requirements?

Answer: Assuming that the application meets all the requirements, funds are awarded on a first-come, first-served basis.

- does the agency receive the voucher or does it go to the bike shop and we pay the difference?

Answer: The voucher is issued to the agency. The agency is responsible for all costs above the voucher amount.

- also, can we submit multiple applications? for instance, we might do multiple phases for this project. would that be ok

Answer: Yes

- I missed the beginning of the webinar, but I wanted to know if the three companies already have pre-qualified racks that will cost under \$120 for a dual bike rack?
- Can you please review the costs per unit? What is the lowest single unit cost per bike rack?

Answer: Sportswork and Creative Pipe have options for \$120 or less.

- Or should I ask them for a bid, and they'll give us prices based on quantity we purchase?

Answer: The prices are fixed through the Air District's contracts with the vendors.

- Is there a minimum grant award amount? What is the lowest amount grantees can ask for?

Answer: \$120