



Bicycle Rack Voucher Program Year 2

PROGRAM REQUIREMENTS

Revised on February 9, 2015

Applicant:

- Must be a **Public Agency within the Air District's jurisdiction.**
- Shall provide either a signed letter of commitment or a signed resolution from the governing body authorizing the submittal of the application and identifying the individual authorized to submit the application and carry out the Project.
- Shall provide matching funds from a non-Air District source(s) to cover any costs above the voucher amount for equipment and/or labor that are required to implement this project. TFCOA County Program Manager funding may not be used as matching funds for BRVP.
- Shall place an order for bicycle rack(s) only after receiving a BRVP Voucher from the Air District.
- Shall obtain any and all required licenses, permits, and any other required legal authorizations from all applicable federal, state and local jurisdictions for the installation of the equipment.
- Shall install the Air District logo on all equipment purchased with a BRVP Voucher.
- Shall allow the Air District to inspect the installation locations and to audit program records for compliance with the BRVP requirements.
- **Shall obtain and maintain:**
 - **Liability Insurance with a limit of not less than \$1 million per occurrence, of the type usual and customary to the business of the Project Sponsor, that also covers bike rack equipment;**
 - **Property Insurance in an amount of not less than the insurable value of the bike rack equipment funded under the Voucher, and covering all risks of loss, damage or destruction equipment; and**
 - **Workers Compensation Insurance as required by California law and employers liability insurance with a limit not less than \$1 million.**

Project:

- 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, that rack is eligible for up to the full cost of the bicycle rack, not to exceed \$120.
- Funding is **limited to a maximum of \$15,000 per year in Voucher awards.** Depending on the availability of funds, the Air District may at its sole discretion raise the maximum award amount per Agency.
- Only new bicycle rack(s) at specific locations that have not previously been funded by and are not currently under consideration for funding by the Air District are eligible for funding through the BRVP.
- The proposed project and the emissions reductions that would be realized from it shall not be required by any federal, state or local regulation, judicial order, agreement, memorandum of understanding, contract, mitigation requirement, or other binding obligation that requires the project applicant to implement any portion of the project.

- The Air District has approved certain Vendors to participate in the BVRP. Vouchers may not be used to order equipment from companies that are not participating in the BVRP.
- Authorized vendors are required to deliver the equipment within 90 days from the date an order is confirmed.
- Each installation location that is identified in the application must be located within one-tenth of a mile of at least one major activity center.
- All equipment purchased through the BRVP must be installed within four months of the Vendor's delivery of the equipment. Failure to meet this installation deadline would require the voucher recipient to reimburse the Air District the amount of the Voucher.
- The voucher recipient is required to submit an Installation Completion Form, invoices and photos within 60 days of the installation of all equipment at each installation location.
- All equipment purchased and installed through the BRVP must be maintained for at least ten (10) years after the equipment is installed. Failure to maintain the equipment for this period of time would require the voucher recipient to reimburse the Air District a prorated share of the amount of funds provided based on the duration of time that the equipment was maintained.

Applications for the BRVP will be accepted until March 17, 2015, unless funding is exhausted sooner, and should be submitted online.

For additional information, contact us by email at grants@baaqmd.gov (subject "RE: BRVP") or by phone at (415) 749-4994.