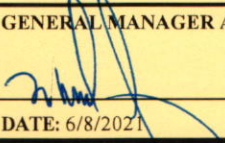
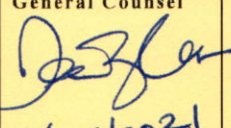
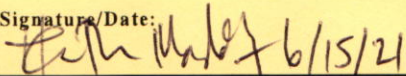
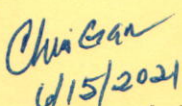
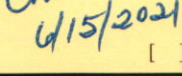
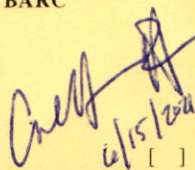
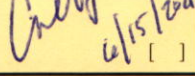




## EXECUTIVE DECISION DOCUMENT

GENERAL MANAGER APPROVAL:  DATE: 6/8/2021		GENERAL MANAGER ACTION REQ'D:		
DATE: 6/8/2021		BOARD INITIATED ITEM: No		
Originator/Prepared by: Heath Maddox Dept: Customer Dev & Station Access	General Counsel  Signature/Date:  6/15/21	Controller/Treasurer  Signature/Date:  6/15/2021	District Secretary [ ]	BARC  Signature/Date:  6/15/2021

**To request Board authorization to award Agreement No. 6M6150, Management Services to Operate BART's Bike Station Facilities**

### PURPOSE:

To request Board authorization to award Agreement No. 6M6150, Management Services to Operate BART's Bike Station Facilities, for a five-year term to BikeHub.

### DISCUSSION:

BART operates bike stations at high-demand stations throughout the District to support and encourage the use of bicycles as an access mode to transit, consistent with the 2016 BART Station Access Policy. For the first mile of a BART trip, bike stations provide customers secure bicycle parking as an attractive alternative to bringing bikes onboard trains. On the destination end of a BART trip, commuters can take BART and then use a bike stored during the week at a bike station to connect to their final destination.

The District's nine bike station facilities are currently operated under a service agreement that expires September 30, 2021. Three of BART's bike stations are staffed (valet), and six are unstaffed (self-park) and accessible to holders of BikeLink key cards. Downtown Berkeley has both a valet and self-park facility.



<b>Attended Facilities</b>	<b>Capacity</b>
Downtown Berkeley	288
Fruitvale	236
Uptown Oakland	130
Pleasant Hill Retail	N/A
<b>Self-Park Facilities</b>	
Ashby	128
Downtown Berkeley	44
Embarcadero	114
Civic Center	140
Pleasant Hill	215
MacArthur	197
<b>Total Bike Parking Capacity:</b>	<b>1492</b>

The total capacity for all nine bike stations is just under 1,500 bikes. The attended facilities operate for 13 hours a day on weekdays. The self-serve facilities are open seven days a week, 24 hours a day. The operational hours for the self-park facilities at Embarcadero and Civic Center stations, because they are located at the concourse level, are limited to the hours which those stations are open. In 2019 (pre-pandemic), average daily bike station usage District-wide was 460 bikes per day, equating to over \$940,000 in fare revenue annually assuming the average daily bike station customers make two BART trips per weekday at the average fare of \$4.10.

In addition to staffing attended bike stations, the scope of management services under the agreement includes customer support (e.g. for breakdowns, thefts, or security breaches), bike station marketing (e.g., website, multilingual brochures, facility signage), facility security, coordination with key card/electronic lock technical staff and customer service operations for self-serve facilities, and furnishing bicycle-friendly information/events.

On April 30th, 2021, 703 advance notices of the request for proposals (RFP) were sent to eligible firms. The RFP was issued on May 3, 2021. A pre-proposal meeting and networking



session was held on May 11, 2021. Three firms attended the pre-proposal meeting and networking session. Proposers were asked to provide two separate price proposals, one assuming that BART, its contractors, and any subtenants at the Berkeley Bike Station would be subject to the City of Berkeley's Living Wage Ordinance, and one assuming that those parties would not be subject to Berkeley's Living Wage Ordinance. (Customer Access staff are currently negotiating a new lease agreement with the City of Berkeley, the final terms of which will determine whether the Living Wage Ordinance applies.) Two proposals were received on June 1, 2021. Only one proposal, from BikeHub of Alameda, CA, met the minimum qualifications set forth in the RFP and was deemed responsive. BikeHub has operated BART's bike stations since 2008.

Proposers were asked to propose price reductions based on their ability to keep some of the revenue generated by bicycle accessory retail sales at certain bike stations. BikeHub offered just over \$1M in price reductions over the 5-year Agreement. BikeHub's price proposal, without Berkeley's Living Wage Ordinance and including price reductions, is approximately 8% above the Independent Cost Estimate. The higher price is attributable primarily to higher-than-expected costs for supervisory services, operational staffing, and direct expenses. Berkeley's Living Wage Ordinance, if required, would add just under \$50,000 over the five-year Agreement.

<b>Proposer</b>	<b>Proposal Price</b>
BikeHub (w/o Berkeley Living Wage)	\$2,755,936
BikeHub (w/ Berkeley Living Wage)	\$2,804,495
Independent Cost Estimate	\$2,537,577

Pursuant to the District's Non-Federal Small Business Program, the Office of Civil Rights (OCR) set a 5% Small Business Prime Preference for this Agreement for Small Businesses (SB) certified by the California Department of General Services (DGS). BikeHub is a certified SB, making it eligible for the 5% Small Business Prime Preference for this Agreement for evaluation purposes.

Pursuant to the District's Non-Discrimination Program for Subcontracting, the Availability Percentages for this Agreement are 5.5% for Minority Business Enterprises ("MBEs") and 2.8% for Women Business Enterprises ("WBEs"). BikeHub will not be subcontracting any portion of the Work and therefore the provisions of the District's Non-Discrimination Program for Subcontracting do not apply.

#### **FISCAL IMPACT:**

This EDD would authorize the General Manager to award Agreement No. 6M6150, Management Services to Operate BART's Bike Station Facilities, to BikeHub as follows:



<b>Year</b>	<b>Max. Contract Amount</b>
FY 2022	\$544,871
FY 2023	\$532,454
FY 2024	\$548,356
FY 2025	\$573,936
FY 2026	\$604,878
<b>5-year total:</b>	<b>\$2,804,495</b>

Funding is included in the approved Customer Access operating budget for FY 2022 (department number 1102491, accounts 680230 and 681300). This action is not anticipated to have any impact on unprogrammed District reserves in the current fiscal year. Funding for subsequent years will be included in the proposed annual operating budgets, which are subject to Board approval.

**ALTERNATIVES:**

The alternative is to not award the agreement to BikeHub. If the agreement is not awarded, operation of BART's bike station facilities could not continue.

**RECOMMENDATION:**

It is recommended the Board adopt the following motion.

**MOTION:**

The General Manager is authorized to award Agreement No. 6M6150, Management Services to Operate BART's Bike Station Facilities, to BikeHub for the price not to exceed \$2,804,495, subject to the District's protest procedures.