

**Board Report**

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**File #:** 2016-0995, **File Type:** Budget**Agenda Number:** 16.

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**FINANCE, BUDGET AND AUDIT COMMITTEE  
PLANNING & PROGRAMMING COMMITTEE  
FEBRUARY 15, 2017****SUBJECT: UNION STATION METRO BIKE HUB****ACTION: AUTHORIZE LIFE OF PROJECT BUDGET INCREASE****RECOMMENDATION**

AUTHORIZE augmenting the life of project budget for **Union Station Metro Bike Hub** from \$1.32 million to \$2.47 million, to accommodate a more accessible and higher visibility bike hub facility for users and the community.

**ISSUE**

At the July 2014 meeting, the Board approved an ExpressLanes grant award to the Union Station Metro Bike Hub in the amount of \$700,000 (Attachment A). At the May 2015 meeting, the Board approved the FY 2016 budget including a Life of Project (LOP) for the Union Station Metro Bike Hub of \$1.32 million. This LOP assumed the project would be built within the Gateway parking garage. Subsequently the redesign of the P1 level to accommodate patron drop-off eliminated that location. A free standing facility was then designed.

A Request for Proposals (RFP) was released for the construction of the Union Station Metro Bike Hub to Small Business Enterprises (SBEs) in October 2016. Upon review and contractor selection, an amendment of \$1.15 million is being requested for a total LOP of \$2.47 million.

**DISCUSSION**

At the September 2010 meeting, the Board approved 10 directives to improve bicycle connections and use with Metro services (Attachment B). One of these directives is to incorporate robust bicycle facilities, such as bicycle parking, at high demand stations to facilitate first/last mile transit access by bike. To meet the bicycle parking needs at high demand stations, bike lockers are impractical given the amount of space that would be required. Metro Bike Hubs have been introduced as a preferred option to meet the growing demand for secure bike parking. The Union Station Metro Bike Hub is designed to accommodate up to 200 bicycles. Metro Bike Hubs are designed to provide additional services to patrons including (in high demand locations) part-time attended staff, repair and tune-up services, check-in bike parking, and retail items. Metro Bike Hubs also provide informational resources to support bike education, safety, transit, and car-free transportation options.

Initial discussions on the Union Station Metro Bike Hub located the facility in the East Portal on parking level P1 adjacent to the childcare drop-off area when the original LOP was established. This space has since been converted to ADA parking for Union Station. Consequently, an alternative location on the West Portal near the north breezeway was selected for higher visibility and accessibility by users. This new location is limited in space and is only able to accommodate up to 200 bicycles rather than the initially proposed 300 bicycles; the ExpressLanes grant has been reduced by \$61,214 as a result.

Built in 1939, Union Station is on the National Register of Historic Places. Metro is charged with maintaining its historical integrity. As such, Metro Union Station management and its contractor, Morlin Asset Management (Morlin), was actively involved in the design of the Metro Bike Hub, ensuring that the facility is visually compatible, yet distinct, and that it does not disrupt views of the historic Union Station from the front of the building. Additionally, care was taken to design a facility that may be relocated to accommodate elements of the Union Station Master Plan as they come to fruition. A rendering of the Metro Bike Hub is provided in Attachment C.

In October 2016, an RFP was released by Morlin to SBEs for the construction of the Metro Bike Hub at Union Station. Proposals were due in November followed by interviews of the contractors. An evaluation of the proposing teams was completed to identify the most qualified candidate. Total construction costs are \$2.24 million; this amount is exclusive of Metro labor match required by the ExpressLanes grant and the cost of environmentally clearing the project. The need to design a freestanding facility that is compatible with the historic station and a number of on-site conditions including utilities has resulted in the increased cost. To help offset the increased costs, Union Station has allocated \$660,000 in tenant improvement (TI) funds to contribute toward the Metro Bike Hub facility. This capital project will be procured and managed in accordance with the Morlin contract consistent with Metro policies.

The Union Station Bike Hub will add to a network of other Metro Bike Hubs including El Monte, Hollywood/Vine, Culver City, and North Hollywood Metro Station hubs. Metro Bike Hub users have access to all locations to increase bike and transit trips and achieve first/last mile strategies. Key objectives of the program are to improve access to transit, encourage bicycle trips to Metro services, and maintain on-board transit vehicle capacity by providing secure bicycle parking at Metro stations. The facility will include secured-access and 24/7 bike parking built inside a structure with space-efficient, tiered bike racks, CCTV cameras, monitors with transit information and announcements, a bicycle repair stand and tools, air pump, and a retail/service area.

### **DETERMINATION OF SAFETY IMPACT**

Authorization to amend the LOP of the Union Station Metro Bike Hub will not have any adverse safety impacts on Metro employees and patrons.

### **FINANCIAL IMPACT**

The FY17 budget includes \$1.19 million including \$162K from the FY17 midyear budget adjustment for this project in Cost Center 4320, Project 210142 (Union Station Metro Bike Hub). Since this is a

multi-year project, the cost center manager and Chief Planning Officer will be responsible for budgeting the cost in future years, including budget for Project 204090 (Bicycle Access Improvements).

#### Impact to Budget

The sources of funds are toll revenue grant and Transportation Development Act (TDA) Article 4. Union Station has also allocated Tenant Improvement funds toward the overall project cost. Other eligible and available local funds or general funds may be used in FY18. A cash flow table is provided in Attachment D.

#### **ALTERNATIVES CONSIDERED**

The Board may choose not to amend the LOP for the Union Station Metro Bike Hub. This alternative is not recommended, as it is not in line with previous Board direction.

#### **NEXT STEPS**

Upon Board authorization, a Notice to Proceed will be issued to the selected SBE contractor to commence construction activities for the Union Station Metro Bike Hub. The facility is expected to open in fall 2017.

#### **ATTACHMENTS**

Attachment A - July 2014 Metro Board Action 36 ExpressLanes Grant Awards

Attachment B - September 2010 Metro EMAC Motion 10

Attachment C - Union Station Metro Bike Hub Rendering

Attachment D - Union Station Metro Bike Hub Cash Flow Table

Attachment E - Union Station Metro Bike Hub Presentation

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