



Jon Wertjes, Director of Traffic & Parking Services
Department of Public Works
350 South 5th St., Room 210
Minneapolis, MN 55415-1316

January 5, 2009

Dear Jon:

Thank you for your Letter of Intent for Capital Projects as Demonstration Innovations. The Bike/Walk Advisory Committee and the Board of Directors of Transit for Livable Communities met in December to review all 16 submissions. We are happy to inform you that the "**Bike-Sharing Program**" was selected for further development. In addition to your proposal, we are inviting full proposals from three other applicants:

- Bike commuter facility, Hennepin County
- Bike donation and distribution program, Sibley Bike Depot
(City of St. Paul as fiscal agent)
- Bike center and RFID commuter validation system, U of M

Since the Minneapolis City Council has specified that the City will "not be an owner" of the bike-sharing program, it may be more appropriate if the full proposal being requested in this letter is developed and submitted by the non-profit entity that will manage and "own" the program. I have copied the City of Lakes Nordic Ski Foundation on this letter.. Your full proposal is due no later than February 18, 2009. It should be no longer than ten pages, (excluding supporting documentation) and include the following information:

- I. Name / Title and Contact information for Project Manager
- II. Project Description (including specific details requested below as well as attention to the criteria for demonstration innovations also included in this letter)
- III. Detailed Budget (including funds anticipated from other sources) and total amount being requested from this federal pilot program
- IV. Resolution/ Approval of City of Minneapolis Council supporting proposal and serving as fiscal agent
- V. Detailed timeline demonstrating commitment to open project no later than July 1, 2010
- VI. Proposed policy changes and/or awareness campaigns to enhance project
- VII. Evaluation plan in order to document success and increase likelihood of transferability

In addition, there are some **specific details** we would like addressed in the full proposal:

- 1) Description of anticipated operating and start-up costs and how these funds will be secured
- 2) Description of comprehensive community outreach program to build community support and membership
- 3) Modal shift potential based on actual results from other cities including Paris and Lyons in France, and Oslo, Norway

- 4) Demonstration of demand: Evidence that Minneapolis residents and visitors can be expected to utilize this program in a significant way
- 5) Theft or vandalism mitigation efforts should either become a problem
- 6) Program sustainability and longevity in terms of anticipated on-going financial support if project is not self-supporting
- 7) Rationale of instituting bike-sharing program ahead of infrastructure improvements/ public education (Is Minneapolis best poised for bike-sharing in 2009?)
- 8) Discussion of risk management or liability issues

Selection of projects for funding will be determined in March using the **criteria for demonstration innovations** below. Please prepare to make a presentation after the February 18 deadline as part of the selection process by the Bike/Walk Advisory Committee and the TLC Board. Funding is contingent upon eligibility by the Federal Highway Administration and Minnesota Department of Transportation through the federal and state aid processes.

Criteria for demonstration innovations:

- Maximize bicycle use and walking for transportation resulting in **mode shift** out of motor vehicles; contribute to ongoing shift in attitudes and travel behavior (Transit mode share may be considered where pedestrian or bicycle connections are relevant.)
- Demonstrate commitment and certainty of **project completion**: launched or significantly underway by *summer 2010*
- Demonstrate community benefit through clear and documented **need** or **opportunity**
- Address **cultural and economic gaps**; improve access to and within underserved communities and/or corridors
- Demonstrate **cost effectiveness** and project continuity
 1. Leverage funds from other sources and/or leverage NTP money to expand effective existing programs;
 2. Be sustainable beyond NTP funding
- Create and foster **community ownership** and involvement throughout process
- Demonstrate **innovation and best practices**; incorporate BWTC and other resources toward comprehensive, multi-pronged excellence in public participation, design, enforcement, education/awareness
- Serve residents, visitors and/or commuters in the **NTP geographic area** (Brooklyn Center, Columbia Heights, Edina, Falcon Heights, Fridley, Golden Valley, Lauderdale, Minneapolis, Richfield, Robbinsdale, Roseville, St Anthony Park, St. Louis Park, St. Paul) with a project that addresses travel patterns within Minneapolis or connections to/from Minneapolis

TLC staff will be available to meet with CoLNSF representatives to further enhance the bike-sharing proposal. Questions should be directed to Steve Clark at 651-767-0298 ext. 119.

ALSO:

Please stay tuned to the many resources of the Bike/Walk Twin Cities (BWTC) program. The Website is under redevelopment and will be complete in spring 2009: www.bikewalktwincities.org. We are in the process of scheduling 2009 workshops and educational opportunities for planners, engineers, and policy leaders in the grant area. A newsletter to BWTC stakeholders is set to launch in January 2009. The report of our annual pedestrian and bicyclist counts is scheduled for release by mid January. As we conclude the process of funding infrastructure projects, we turn greater attention to programmatic efforts including an awareness campaign, enforcement initiative, and community-based social marketing.

Thank you for your involvement, Jon, in creating a more walkable, bikeable, and livable region. 2009 will be an exciting year as we continue to seize the opportunity as a Non-motorized Transportation Pilot Program community.

Sincerely,

Joan Pasiuk
Program Director, Bike/Walk Twin Cities

cc: Mayor R.T. Rybak
Bill Dossett
John Munger
