

**Implementation Plan - Public Bike Parking Strategy**

Initiatives and Timing

Initiative	Action	Timing of Implementation		
		Phase 1	Phase 2	Phase 3
<b>Program Development</b>	Clarify / formalize roles and responsibilities	Q2 2021		
	Establish structure to ensure collaboration across departments	Q2 2021		
<b>Centralized Intake / Digital Access</b>	Develop single intake point for public requests	Q2 2021		
	Explore opportunities to streamline digital access (for requests and data)			Q1 2023
	Implement digital access improvements			Q2 2023
<b>Bike Parking Inventory</b>	Consolidate existing inventory sources	Q3 2021		
	Develop and implement regular inspection protocols for proactive maintenance		Q3 2022	
	Make data publicly available			Q2 2023
<b>Implementation Process</b>	Develop process to ensure data is kept current & identify additional inputs		Q1 2022	
	Develop input weightings for index tool		Q1 2022	
	Generate first Demand / Delta maps for consideration in planning / prioritizing		Q2 2022	
<b>Inventory Management</b>	Clarify preferred bike rack types/options	Q4 2021		
	Develop List of Preferred vendors (unsecure)		Q1 2022	
<b>Installing Unsecured Bike Parking</b>	Develop prioritized list of locations	Q3 2021		
	Develop/implement stock tracking	Q3 2021		
	Address Short term gaps in the ROW	Q3 2021		
	Transition to Maintenance of all ROW racks	Q3 2021		
	Develop location consideration criteria for bike corral expansion		Q1 2022	
	Implement bike corral expansion		Q2 2022	
	Long term ROW installation in alignment with implementation Process		Q2 2022	
	Incorporate Bike Repair Stations into workplan		Q2 2022	
<b>Winter Maintenance</b>	Develop approach to identify winter maintenance requirements		Q3 2022	
	Implement winter maintenance approach		Q4 2022	

Initiative	Action	Timing of Implementation		
		Phase 1	Phase 2	Phase 3
Data Management/ Collection	Develop parking usage monitoring approach		Q1 2022	
	Implement data monitoring approach		Q2 2022	
Secured Bike Parking	Identify initial pilot location(s)		Q1 2022	
	Procure system and develop operational parameters		Q1 2022	
	Implement pilot		Q3 2022	
	Assess pilot			Q1 2023
	Through Implementation Process, identify and prioritize additional candidate locations			Q3 2023
Business Collaboration	Explore Options to create a Bike Racks for Business program		Q1 2022	
	Develop Program			Q1 2023
	Implement program			Q2 2023
Abandoned Bike Framework	Develop a framework to identify and address abandoned bikes		Q2 2022	
	Implement Framework		Q3 2022	
Event Bike Parking	Explore Event Bike Parking Options			Q1 2023
	Implement options			Q2 2023
Wayfinding Policy	Develop policy			Q1 2023
	Implement policy			Q2 2023

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Summary of Recommendations

Section	Category	Recommendation	
<b>Bike Parking Types and Placement (3.5)</b>	<b>Bike Parking Options Inventory</b>	<b>1</b>	It is recommended that the City manage and maintain a living database inventory of public bike parking options that can be shared with other departments and stakeholders. This inventory could follow the framework presented in this strategy, it should however be considered a living inventory to maintain currency. This inventory should be maintained in such a fashion as the strategy does not need to be re-approved frequently.
	<b>Bike Parking Preferred Vendors / Designs</b>	<b>2</b>	It is recommended that the City identify preferred vendors or preferred options for the various types of bike parking to define specifics in sizes and costs for implementation of the various options. These design options should not limit the ability of the City to develop contextually specific solutions where appropriate.
<b>Implementation Process (3.5)</b>	<b>Bike Parking Process Weighting</b>	<b>3</b>	It is recommended that City administrations collaborate across departments and stakeholders to develop various index weighting options for use through the implementation process.
	<b>Bike Parking Implementation on List</b>	<b>4</b>	It is recommended that the City collaborate to maintain a living priority list of bike parking requests with associated scores. This implementation list should be used to recommend bike parking investment on the municipal scale.
<b>Supporting Measures (4.3)</b>	<b>Abandoned Bikes</b>	<b>5</b>	It is recommended that the City develop a formal abandoned bike policy to clarify the elapsed time that is required before being considered an abandoned bike. This policy should include a framework for monitoring, providing notification and impounding abandoned bikes throughout the public bike parking system and should clarify roles & responsibilities. Considerations should be made to how best re-allocate or use impounded bikes to encourage cycling within the City.
	<b>Bike Rack Business Collaboration</b>	<b>6</b>	It is recommended that the City explore the feasibility of implementing a bike racks program that assists in making bike racks available to businesses and/or property owners. This should identify the feasibility, cost, and what the anticipated operating and maintenance requirements would be. Consideration should be made to benefits beyond solely net costs and consider the potential increase in bike parking supply and associated benefits as a result of such a program.
	<b>Curbside Management</b>	<b>7</b>	The current bike corral bike parking program presents key opportunity to leverage good curb management principles to better manage the multi-modal nature of curbside traffic.
	<b>Curbside</b>		Through the development of an eventual curbside management framework, it is recommended that a set of context-sensitive curbside management measures be developed to create a set of tools that the City can use to

**Supporting Measures (4.3)**

<b>Management</b>	<b>8</b>	manage and balance curbside demand, especially as it relates to Bike Parking and mobility services. This should expand upon the measures identified within this document.
<b>Data Collection</b>	<b>9</b>	It is recommended that the City define a management process through which an updated bike parking inventory is maintained as a living database.
<b>Data Collection</b>	<b>10</b>	It is recommended that City administration coordinate across departments to develop a database of private development bike parking inventory as development applications are approved.
<b>Data Collection</b>	<b>11</b>	It is recommended that City administration collaborate across departments to develop a framework for collecting and monitoring public bike parking utilization. The intent should be to mitigate redundancies and consolidate data to facilitate planning, maintenance, and operations of bike parking.
<b>Digital Access</b>	<b>12</b>	It is recommended that the City explore implementing a public bike parking digital access portal that provides users with information on availability, condition, and secureness of bike parking. The digital access portal should also have provisions for including the ability to reserve secured bike parking spaces (should the need arise in the future), request new bike parking, as well as allow the community to report public bike parking issues including broken bike racks, abandoned bikes taking up space, and inaccessible or unusable parking spaces.
<b>Event Bike Parking</b>	<b>13</b>	It is recommended that City explore opportunities to leverage temporary public bike parking or bike valet services to encourage cycling to events where insufficient cycling parking exists on-site. These can be managed through partnerships with local organizations of not-for-profit groups where feasible.
<b>Paid Secured Bike Parking</b>	<b>14</b>	It is recommended that the City evaluate potential secured public bike parking payment models (e.g. OC Transpo's Bikeseure program) to assist in funding the implementation, operation, and maintenance of secured bike parking facilities. The primary intent of the payment model should be providing high-quality secure bike parking rather than generating a profit. It should consider a spectrum of different users from a variety of different income levels, abilities, and ages to balance ability to pay, encouraging secured bike parking usage, and bolstering funding for active transportation initiatives.
<b>Wayfinding</b>	<b>15</b>	It is recommended that the City collaborate across departments to explore developing a signage and wayfinding strategy for public bike parking with considerations for how it integrates with multi-modal wayfinding signage.

<b>Management Approach (5.4)</b>	<b>Project Management</b>	16	In consultation among City administration, define a program for bike parking which will involve the clarification of roles/responsibilities with a public bike parking program.
	<b>Project Management</b>	17	Clarify responsibilities for implementation and administration of the PBPS. It is recommended that this include some structure of either standing committee represented by various departments or one department in collaboration with others. This will require additional resourcing and support to be successful but offers the opportunities identified in the PBPS the greatest chance of success.
	<b>Centralized Request Platform</b>	18	It is recommended that the City explore the opportunities to implement a single intake system for new bike racks, maintenance requests, abandoned bikes.
	<b>Centralized Data Management</b>	19	It is recommended that the City explore centralizing responsibility for all bicycle parking data management (including requests and usage) within one group. This group would be responsible for overseeing or conducting the validation, maintenance, and sharing of data. This data should ideally be stored geospatially.