

**Bill de Blasio**  
*Mayor*

**The City of New York**  
**Department of Transportation**

**Polly Trottenberg**  
*Commissioner*



## **Request for Expressions of Interest**

regarding

**Dockless Bike Share Program**

in the

**Phase III Area of New York City**

**RELEASE DATE: December 15, 2017**

### **AUTHORIZED AGENCY CONTACT PERSON**

Proposers are advised that the Authorized Agency Contact Person for all matters concerning this RFEI is:

**David Maco**

Office of the Agency Chief Contracting Officer  
New York City Department of Transportation  
55 Water Street, 8<sup>th</sup> Floor  
New York, New York 10041  
Telephone: (212) 839-9400  
Email: [dmaco@dot.nyc.gov](mailto:dmaco@dot.nyc.gov)

## **SECTION 1. PURPOSE OF THE RFEI**

The City of New York (the “City”) is releasing this Request for Expressions of Interest (“RFEI”) to solicit opinions, research and knowledge from all interested parties to investigate the feasibility of instituting “Dockless” models of bike share in areas of New York City not currently served by the City’s existing Bike Share Program (“Citi Bike”). Furthermore, the RFEI seeks information, expertise, equipment and software from the bike share industry to potentially implement a Dockless pilot and/or a series of Dockless pilots in such areas.

This RFEI concerns Dockless bike share services only, defined here as being a network of publicly available bicycles wherein: technology is employed so that all essential system and locking components are installed in the bicycles, provided from the Cloud, and/or effected using a Smartphone app, thereby eliminating the need for proprietary docking stations; bicycles are secured only by mechanisms that prevent the wheels from turning or otherwise render the bicycle inoperable (i.e., bicycles are “Free-Locking” ) or are otherwise secured by a lock integrated into the bicycle; and bicycles may be parked and rented from any point within the boundary of the network.

Dockless bike share holds the potential to bring meaningful and affordable transportation services to wide areas of the City, and the City wishes to evaluate, in a careful and controlled fashion, whether Dockless vendors can operate safely and successfully in the City’s environment. This RFEI, and potential pilot projects that may follow it, will allow the City to determine the practicality of this service model on NYC’s streets, evaluate individual vendors and their equipment, and aid in crafting rules and standards. Key areas this process seeks to examine include:

- **Public Safety:** In order for Dockless bikes to be safe for both riders and pedestrians on City streets, Dockless vendors must prove able to prevent their bikes from obstructing other street and sidewalk uses, especially during busy times.
- **Operations:** Vendors must be capable of evenly distributing bicycles across a service area to provide meaningful service (“Rebalancing”). The City will evaluate how much public space to dedicate for bicycle parking to support these services.
- **Regulation:** The City will evaluate how well bicycles remain within designated service areas and how multiple operators interact and coordinate in a multi-vendor service area.
- **Pricing and economic sustainability:** This bike share model must be both financially self-sustainable without City subsidy and affordable for New Yorkers.
- **Usage:** The City will evaluate the rates at which New Yorkers adopt Dockless bike share and how they adapt to different bike share models.

## SECTION 2. ESTIMATED TIMETABLE

This RFEI should adhere to the following estimated timetable:

	<b>Timetable</b>	<b>Dates*</b>
1.	Release of RFEI	December 15, 2017
2.	Question and answer deadline	January 31, 2018
3.	Submission of responses to RFEI	March 15, 2018
4.	Commencement of interviews	Spring 2018
5.	Commencement of evaluations	Spring 2018
6.	Approximate commencement of Pilot(s)	Summer-Fall 2018

\*Please note, the above timetable is merely an estimation and may be subject, at the sole discretion of the City, to change for any reason or no reason whatsoever.

## SECTION 3. BACKGROUND

The City of New York, Citi Bank, and NYC BikeShare LLC have developed the largest and most successful bike sharing system in the western hemisphere. By the end of 2017 the system will have 12,000 bikes and 750 docking stations within a designated exclusive service area that covers most of Manhattan and the much of western Brooklyn and Queens. This system, branded as “Citi Bike,” has been developed under a public-private partnership agreement. Citi Bike’s October 2014 revenue contract runs until 2029. The contract agreement governing this system gives its private vendor the exclusive right to operate the system in the Phase I and II program area. The City and vendor work together in a community engagement and outreach process with regard to the siting of docking stations. The vendor must meet various service standards for equipment and docking station maintenance, rebalancing, and data sharing, paying liquidated damages to the City in the event that certain standards are not met. The contract also regulates the pricing of bike share memberships and services, requiring for example affordable memberships for people living in public housing or who are members of low income credit unions.

The City sees expansion of bike sharing beyond the current system as important to meeting various goals. Mayor Bill de Blasio has framed the central element of the City’s transportation policy to be Vision Zero, which seeks to reduce to zero the number of people killed or seriously injured due to road crashes. In addition, increased cycling will help reduce greenhouse gas emissions, improve public health, reduce noise and air pollution, and boost neighborhood livability. Improving affordable transportation access to jobs, especially for lower income people who have poor access to subway stations, is another related objective. The City’s bike sharing policy aims to advance all of these goals and to use the most appropriate technologies to further expand bike sharing in a cost-effective way.

Research shows that when more people bike, the safety of cycling increases. Increasing the critical mass of cycling activity across more parts of the city will contribute to cycling safety. Studies indicate that bike sharing is more successful when implemented with a high density of service. Thus, bike stations are by policy located within a five-minute walk of any point within

the current New York City Citi Bike service area and are incentivized to have good 24/7 availability of bikes and docks to ensure that the system provides widespread mobility benefits. Future expansions of bike sharing beyond this service area will achieve similar benefits by ensuring an appropriately high density of bicycle availability across designated services areas at all times of the day.

The City's access to timely information about bike share system availability, utilization, maintenance, and safety is important to helping the City measure and advance its policy goals. Dockless bike share systems have the potential to produce vital new data tracing the actual routes of cyclists. The City will have a preference for operators that produce and freely share such data to support enhanced traffic safety and improved bicycle network planning.

Global experience to date with Dockless systems suggests that the completely unregulated rapid launch and expansion of such systems can lead to significant increases in bicycle use but that it can also lead to an undesirable excess accumulation of bikes in popular destination areas, with disorderly bike parking that at times encroaches on sidewalks and public space. In response, some cities are requiring or cooperating with bike share operators to designate additional bike parking spaces and taking steps to regulate Dockless bike share operations.

The New York City Department of Transportation ("NYCDOT", "DOT") has been rapidly expanding bicycle parking facilities across the city, mostly through installation of individual bike racks and small bike corrals. This effort would need to be modified and expanded if bike sharing were to experience growth in New York following a successful Dockless bike sharing pilot. Bike share operators might have a role to play in providing such facilities as part of public-private partnerships to accommodate demand for parking generated by new bike share services.

The City will encourage expansion of bike sharing in a manner that ensures it is relevant and affordable to people with low incomes who may benefit from various pricing structures, such as discounted annual memberships or low-cost per trip pricing. The City will encourage operators to explore ways to make the services available to people without credit cards or smart phones.

#### **SECTION 4. PILOTS**

Any Dockless bike share service that is piloted in the City (the "Pilot") shall be required to adhere to the following parameters:

- 4.1 Service will be dockless and will not include proprietary docking stations;
- 4.2 The Pilot service area will:
  - 4.2.1 Have a defined boundary to be determined by the City; cyclists using the Pilot service will not be permitted to rent or park bikes outside of the Pilot service area;
  - 4.2.2 Have a service area that is outside of and does not overlap with the Citi Bike service area - see Appendix A: Pilot Program Potential Areas for a visual approximation of the potential areas for a Pilot;

- 4.2.3 Be of adequate geographic size and include a sufficient number of bicycles to allow NYCDOT to meaningfully evaluate user behaviors and transportation dynamics of this service model in New York City environment. NYCDOT will develop requirements for Pilot size in advance of launch in consideration of responses to this RFEI.
- 4.3 The City's preference is for multiple vendors to operate within a Pilot service area, though single-vendor scenarios may be considered. In addition, the City may set a maximum allowable number of vendors that may operate simultaneously within a Pilot service area.
- 4.4 Physical Standards for Bicycles:
  - 4.4.1 Bicycles may be required to meet functional specifications to be determined by NYCDOT. (For reference purposes, bicycle functional specifications for the Citi Bike program are attached as Appendix B: Citi Bike Bicycle Functional Specifications.)
  - 4.4.2 Bicycle Engineering Specifications:
    - 4.4.2.1 Must be safe for public use and pre-certified safe for public use by a New York State engineering firm for the maximum number of trips expected to be taken in the Pilot;
    - 4.4.2.2 At a minimum, each bicycle shall adhere to all Federal, New York State and City standards, laws, rules and regulations; and
    - 4.4.2.3 The City may develop additional standards or requirements for bicycles in consideration of responses to this RFEI and the performance of bicycles during the Pilot.
- 4.5 Maintenance Standards for Bicycles:
  - 4.5.1 Each bicycle available for public use must have received a maintenance check and cleaning within the last 45 days. NYCDOT may define minimum standards for maintenance checks in advance of Pilot launch. (For reference purposes, the Bicycle Maintenance checklist for the Citi Bike program is attached as Appendix C: Citi Bike Bicycle Maintenance Checks.);
  - 4.5.2 Damaged, deficient, unclean, or otherwise unusable bicycles that are permissibly parked must be repaired or removed from the public right of way within 72 hours.

#### 4.6 Bicycle Parking:

- 4.6.1 The City will define standards for permissible parking spaces on sidewalks and other locations in advance of Pilot launch. These standards will prioritize the safe and orderly management of the public space, and will be developed in consideration of responses to this RFEI.
- 4.6.2 The Pilot may create non-proprietary stations or other designated parking places (collectively, “Corrals”) in portions of the Pilot service area where demand is expected to be high. Standards for Corral design, sizing, and siting will be developed in consideration of responses to this RFEI.
- 4.6.3 Parked bicycles must remain in an upright position with both wheels in contact with the ground.
- 4.6.4 The City will define requirements for responders to rectify improperly parked or misplaced bicycles in advance of Pilot launch. These requirements will be developed in consideration of responses to this RFEI.

#### 4.7 Bicycle Rebalancing and Obstruction:

- 4.7.1 The City will require vendors to engage in bicycle Rebalancing to prevent the overconcentration of bicycles in some areas and unavailability of bicycles in others. Rebalancing standards will be developed in advance of Pilot launch and over the course of its operation, and will consider responses to this RFEI.
- 4.7.2 The City will require vendors to immediately rectify an excessive accumulation of bicycles in a concentrated area; this standard will be developed in advance of Pilot launch.

#### 4.8 Software and Data Accessibility standards for service:

- 4.8.1 Service must include an internal demand/user behavior management component to aid in Rebalancing and preventing the excessive accumulation of bicycles in a concentrated area.
- 4.8.2 All service data, less customer personally identifying information, must be made available to NYCDOT on a real-time and historical basis.
- 4.8.3 Service must include an open application architecture via an Application Programming Interface (API) or other integrated data feed that allows the general public or interested parties to tap into the service’s real-time data as needed to replicate the bicycle location and availability information on the service’s own computer app.

- 4.8.4 Additional functional specifications for service software and/or app may be defined by the City in advance of Pilot launch, and may be developed in consideration of responses to this RFEI.

## **SECTION 5. QUESTIONS FOR RESPONDENTS**

### **5.1 General**

- 5.1.1 What are your core values and company mission? Describe why you are interested in providing a Dockless bike sharing service in New York City.
- 5.1.2 What is the technology model for your service? Provide, at a minimum, descriptions of how bikes are rented and returned, how and where bikes are parked, how bikes are secured when not in use, and how the system monitors the locations, number in use, and conditions of the deployed bikes.
- 5.1.3 Where are your services currently in operation? List the cities in which you operate, the number of bikes and size of area covered in each city, and how long the services have been in operation.
- 5.1.4 If the City moves ahead with an ongoing Dockless bike share service, where would you propose to operate such service in portions of New York City not currently served by Citi Bike? Describe the areas you would cover and estimate the number of bicycles for each area.

### **5.2 Equipment and Technology**

- 5.2.1 What are the safety standards for the service's bicycles? Describe the bicycles' features and design, engineering specifications, and any structural testing bicycles would undergo prior to public use.
- 5.2.2 Describe if the bicycles have any mechanisms to accommodate disabled populations.
- 5.2.3 What technologies would be implemented to ensure the safety and success of the service? At a minimum, describe mechanisms intended to:
  - 5.2.3.1 Allow riders and members of the general public to report damaged bicycles/equipment;
  - 5.2.3.2 Recognize and/or disable damaged bicycles/equipment;
  - 5.2.3.3 Allow riders and members of the general public to report improperly parked bicycles;
  - 5.2.3.4 Recognize improperly parked bicycles;

5.2.3.5 Assist with Rebalancing (e.g., by encouraging an even distribution and availability of bicycles throughout a bounded service area through user incentives/disincentives, gamification, or other means); and

5.2.3.6 Ensure bicycles remain within a bounded service area.

### 5.3 Bicycle Parking and Placement

5.3.1 What are the service's recommended guidelines for proper bicycle parking? Describe any rules the Service would convey to users on how to park bicycles in a manner that is safe, legal, and does not obstruct public space or private property.

5.3.2 Would the service require or benefit from Corrals? If yes:

5.3.2.1 Estimate the number, size(s), and general criteria for siting of Corrals needed to support the service;

5.3.2.2 Describe any equipment (e.g., bicycle racks, signage, bollards, fencing) recommended to be installed in Corrals; and

5.3.2.3 Indicate whether and/or under what conditions the service allows bicycles to be parked outside of Corrals.

5.3.2.4 Provide cost estimates for such infrastructure and the financial contributions the service would make to create this infrastructure.

5.3.3 What strategies would the service employ to encourage proper bicycle parking among its users? Describe strategies for education and awareness, incentives, and penalties.

5.3.4 How would the service detect and redress inappropriately parked bicycles? Describe technical and operational plans for both improperly parked bicycles within a designated service area and bicycles that have been parked outside of a designated service area.

5.3.5 How would the service detect and redress parked bicycles that have fallen?

5.3.6 What measures will the service take to discourage bicycles from being parked outside of its designated service area?

5.3.7 What measures will the service take to ensure that the spaces where its bicycles are parked are kept orderly, clean, and free of litter? If the service's bicycles have baskets, describe plans for keeping baskets free of litter.



5.3.8 How much space do the service's bicycles occupy when parked? Estimate the footprints by length, width, and total area (in feet/square feet) of the service's bicycles in the following scenarios:

5.3.8.1 One parked bicycle;

5.3.8.2 Ten adjacent bicycles efficiently parked by a member of the service's staff;  
and

5.3.8.3 Ten adjacent bicycles as likely to be parked by ten individual riders.

#### 5.4 Operations

5.4.1 What are the service's standards for maintaining its bicycles? Describe, at a minimum, the maintenance schedule for publicly deployed bicycles and list items that would be checked by maintenance personnel.

5.4.2 How would the service determine the size of its bicycle fleet? Estimate the optimum number of bicycles needed to serve a desired service area (as described in response to Question 5.1.4, above) and what factors may cause this number to change or be reevaluated over time.

5.4.3 How will the service implement bicycle Rebalancing to prevent the overconcentration of bicycles in some areas and unavailability of bicycles in others? Describe both physical operations and technological interventions.

5.4.3.1 What do you believe to be the maximum number of bicycles that can be safely concentrated in a specific area, and how did you determine this number?

5.4.3.2 What specific actions would the vendor take to alleviate safety hazards or roadway/sidewalk blockage resulting from excessive bicycle accumulation in a specific area?

5.4.3.3 How will you measure and manage dispersion of bicycles across a service area to ensure the service is available in all areas at all times of day?

5.4.4 How will the service retrieve bicycles that are left outside of its designated service area?

#### 5.5 Pricing and Business Model

5.5.1 How much will users pay to rent a bike? Describe anticipated pricing and/or fare structure(s).

- 5.5.2 What are the anticipated revenue sources for the service? Indicate the percentage of revenues expected from user fares and describe any other revenue streams included in the service's business model.
- 5.5.3 Would advertising or sponsorship funding be part of the service's business model? If yes, describe the nature and extent of proposed advertising/sponsorship.
- 5.5.4 How many employees would manage and operate the service in New York City? Estimate total employees for the service area described in response to Question 5.1.4, and estimate this workforce as a ratio of employees-to-bikes. Provide a breakdown of employees by category (e.g., bicycle mechanics, bicycle Rebalancing and retrieval, customer service, managerial, etc.) and describe how the composition of these roles might change at different scales.
- 5.5.5 What rate of bicycle loss due to theft and vandalism would you anticipate in New York City? Describe your company's experiences with theft and vandalism in other cities, if applicable.
- 5.5.6 What are the anticipated operating expenses for the service? Indicate the percentage of costs expected from staff and equipment and describe other anticipated cost categories included in the service's business model. Include per capita costs for operating and maintaining each bicycle, as well as a broader network in New York City.
- 5.5.7 What is the business model's timetable for a New York City service to be self-sustaining? Explain when and under what conditions the service would be profitable, and indicate whether or not the service can operate sustainably in a competitive, multi-vendor market over the long term.
- 5.5.8 Describe the service's overall finances across the globe (under one parent company, if applicable). Provide your company's balance sheet, income statement, and cash flow statement for existing operations. Forecast how variables within each will shift as your firm grows across new markets, including New York City.
- 5.5.9 Describe the service's projected growth across existing and new markets through 2020. Include financial impact, as well as a timeline for growth.
- 5.5.10 How is your company financed? Provide information on your overall capital stack, including venture capital. Give specific details on your investors, level of investment, and expected returns.
- 5.6 Outreach, Engagement, and Customer Service
- 5.6.1 How would you raise awareness of the service among potential users? Describe your target market and how you plan to reach them.

- 5.6.2 How would the service encourage equity in mobility by serving underrepresented populations, including those living in public housing?
- 5.6.3 How would customers contact the company regarding billing disputes or problems with bicycle rental? How would (non-customer) members of the community contact the company to report damaged or misplaced bicycles?
- 5.6.4 What partnerships with local businesses would you explore to improve the quality and operation of the service?
- 5.6.5 What partnerships, if any, would you explore to cross-promote local small businesses in your service area?
- 5.6.6 What partnerships, if any, would you explore with local real estate developers to site bicycle parking, enhance operations, and/or increase ridership?
- 5.6.7 What previous experience, if any, do you have working with governmental entities?

## QUESTIONS FOR PILOT PROGRAM RESPONDENTS ONLY

The following questions should only be answered by respondents that wish to be considered for the Pilot.

### 5.7 Service Area

5.7.1 What service area or areas would you recommend for the Pilot in New York City? Please respond with consideration to the requirements of the above Section 4.2 and describe, at a minimum, the neighborhoods and approximate boundaries recommended. Maps may be provided in lieu of a written response.

5.7.2 How many bicycles would you operate in your recommended service area, and how did you determine this number?

5.7.3 What community outreach efforts would precede and accompany the launch of the service in the Pilot service area?

#### 5.7.4 Recommend:

5.7.4.1 A service area for a smaller Pilot or Pilots with an initial maximum of 200 bicycles with a single vendor in a discreetly defined geographical area in the City on a multi-month basis?; and/or

5.7.4.2 A service area for a larger Pilot with an initial maximum of 1,000 bicycles, multiple vendors and bicycle parking in a discreetly defined geographical area in the City on a multi-month basis?

5.7.4.3 Please note, Pilot implementation timeframes may vary.

### 5.8 Bicycle Corrals

5.8.1 Would the Pilot require or benefit from Corrals? Describe the locations within your recommended service area(s), if any, in which Corrals would be needed to aid the vendor in meeting the various operational requirements described above in Section 5.

5.8.2 What are the number and size(s) of Corrals needed to support the service in your recommended service area(s)?

### 5.9 Pricing and Business Model

5.9.1 What are the anticipated price(s) and fare structure(s) for the Pilot? If these will be different from response to above Question 5.5.1, explain why.

- 5.9.2 How many employees will manage and operate the Pilot? If breakdown of employees by category would differ from response to Question 5.5.4, explain how and why.
- 5.9.3 What is the anticipated rate of bicycle loss due to theft and vandalism for the Pilot?
- 5.9.4 What are the anticipated operating expenses for the Pilot? Describe any costs that would be different from response to Question 5.5.6.
- 5.9.5 Do you anticipate that the service will be profitable during the Pilot?

#### 5.10 Sample Bicycles

- 5.10.1 Each respondent should provide three (3) sample bicycles and connectivity to all essential system and locking components for review and use by DOT.
- 5.10.2 The sample bicycles and all essential system and locking components shall be identical to those that would be installed in the bicycles, provided from the Cloud, and/or effected using a Smartphone app and utilized in the Pilot.
- 5.10.3 Upon proper invoicing, at DOT's sole discretion and approval, respondents shall be reimbursed at cost for up to \$5,000 for the sample bicycles and connectivity to the essential system and locking components.

## SECTION 6. SUBMISSION REQUIREMENTS

- 6.1 Responses to the questions listed in Section 5 should be submitted in the order in which they are presented.
- 6.2 Respondents intending to participate in the Pilot shall:
  - 6.2.1 Respond the questions in Section 5.1 through Section 5.9;
  - 6.2.2 Be prepared to promptly provide bicycles and connectivity to all essential system and locking components, as required by Section 5.10;
  - 6.2.3 Be prepared to promptly provide the engineers certificate, as required by Section 4.4.2.1;
  - 6.2.4 Be prepared to promptly endorse a license agreement, to be provided by NYCDOT, that shall include, but not be limited to:
    - 6.2.4.1 Service requirements;
    - 6.2.4.2 Service area;
    - 6.2.4.3 Service Levels Agreements;
    - 6.2.4.4 Insurance;
    - 6.2.4.5 Indemnification; and
  - 6.2.5 Be on notice that NYCDOT may, at its sole discretion, issue further submission, selection, and/or evaluation criteria.
- 6.3 Please submit five copies of your submission, printed on both sides (double-sided) on paper with no less than 20% post-consumer material content, to:

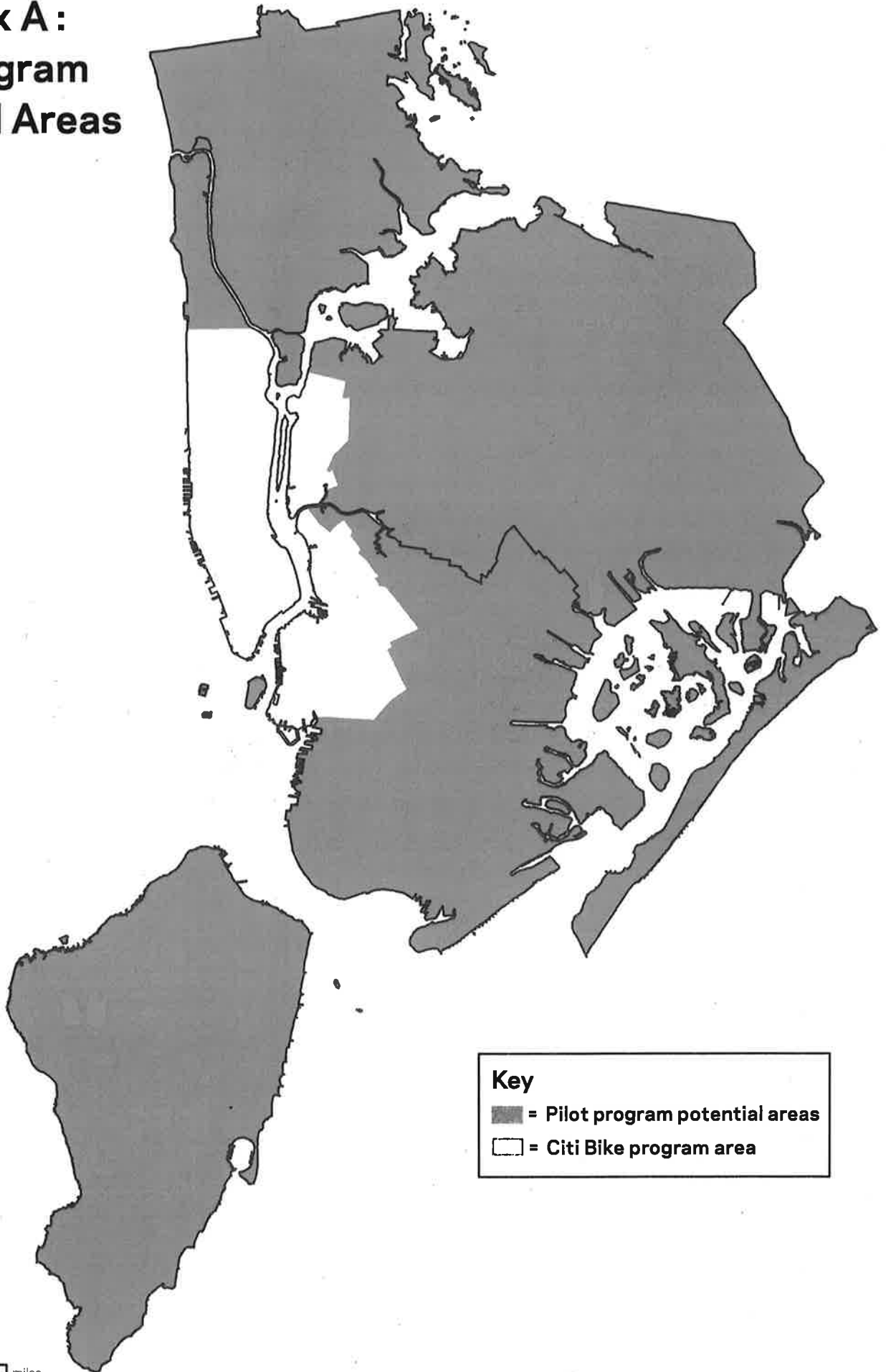
**David Maco**  
Office of the Agency Chief Contracting Officer  
New York City Department of Transportation  
55 Water Street, 8<sup>th</sup> Floor  
New York, New York 10041
- 6.4 In addition, respondents should submit a copy of their submission on a CD ROM in Microsoft or PDF format.
- 6.5 Submissions must be received no later than 5:00 PM New York City time on March 15, 2018.
- 6.6 Any inquiries concerning this RFEI should be directed by e-mail, under the subject line “Dockless Bike Share RFEI Q&A”, solely to [dmaco@dot.nyc.gov](mailto:dmaco@dot.nyc.gov). All questions must be submitted no later than January 31, 2018, at noon New York City time. NYCDOT will circulate questions and answers to respondents who provide e-mail addresses.

- 6.7 Please keep your response as brief as possible. In no event should it be longer than twenty (20) pages, using no smaller than twelve (12) point type, not inclusive of any appended maps and/or images.

## **SECTION 7. ADDITIONAL INFORMATION**

- 7.1 This RFEI is not intended as a formal offering for the award of a contract or for participation in any future solicitation.
- 7.2 Other than the short-term Pilot licenses, NYCDOT does not intend to grant or issue any agreements on the basis of this RFEI.
- 7.3 NYCDOT, the City and their officials, officers, agents and employees make no representation or warranty and assume no responsibility for the accuracy of the information set forth in this RFEI.
- 7.4 No information contained in submitted submissions shall be deemed confidential and such information may be shared with other governmental entities and the public. Therefore, please do not submit any information that may be deemed proprietary in nature as NYCDOT may be required to disclose elements of submissions in response to an information request under the New York State Freedom of Information Law ("FOIL")
- 7.5 Neither NYCDOT nor the City shall be liable for any costs incurred by any respondent in the preparation, submittal, presentation or revision of its submission. Neither NYCDOT nor the City shall be obligated to pay and shall not pay any costs in connection with the preparation of such submissions.
- 7.6 All submissions shall become the property of NYCDOT and the City and shall not be returned.
- 7.7 NYCDOT at its sole discretion reserves, without limitation, the right to:
- 7.7.1 Withdraw the RFEI at any time;
  - 7.7.2 To discuss various approaches with one or more respondents (including parties not responding to the RFEI);
  - 7.7.3 Use the ideas and/or submissions in any manner deemed to be in the best interests of NYCDOT and the City, including but not limited to soliciting competitive submissions relating to such ideas or proposals and/or undertake the prescribed work in a manner other than that which is set forth herein; and
  - 7.7.4 Change any terms of the RFEI.
- 7.8 All costs associated with the Pilot, including bicycles, equipment, maintenance, rebalancing, insurance etc. shall be solely borne by the respondents to the REFI.
- 7.9 Respondents to the REFI shall hereby be on notice that NYCDOT, at its sole discretion, may issue further submission, selection and/or evaluation criteria.

# Appendix A : Pilot Program Potential Areas





**APPENDIX B:**  
**CITI BIKE BICYCLE FUNCTIONAL SPECIFICATIONS**

Step through design

Hold someone up to 240 pounds

Can lock and unlock securely

Bell

Front and rear flashing lights when bike is moving; stay illuminated for 60 seconds after bike stops

Reflective sidewalls on tires

Within range, an infinitely adjustable seat height with ergonomic lever/tension adjustment and high-contrast height markings

Carrier not susceptible to trash accumulation

Wheels greater than or equal to 26" in diameter

Fenders for front and rear wheels

Front and rear hand brakes

Multiple speed drivetrain

Scratch- and graffiti-resistant frame finish

Reflectors on pedals, spokes, and front and rear of bike

Rubber tread on pedals

Room for safety messaging on handlebar and front cockpit

Tamper-resistant hardware (including hidden cables and custom wrench fittings)

Chain guard

Compliance with all New York State/City laws

## **APPENDIX C:**

### **CITI BIKE BICYCLE MAINTENANCE CHECKS**

“Bicycle Maintenance” shall mean, at a minimum, that the following checks are performed on a Bicycle, with deficient elements repaired or replaced as necessary:

- Check tire pressure, and add air as may be needed, to recommended Pounds per Square Inch measurement;
- Check tightness of handlebars, headset bearings, and full handlebar range of motion (left to right);
- Check tightness of seat, seat post quick-release, and see that seat post moves freely in full range of motion (up and down);
- Check brake function (front and rear);
- Check grips for wear and brake levers for tightness and damage;
- Check bell for tightness and correct function;
- Check handlebar covers for damage and instruction stickers;
- Check front basket for tightness and damage, and check bungee cord for wear;
- Check for correct gears and shifter function through all 3 gears;
- Check fenders (front and rear) for damage, and clean outside of fenders;
- Check tires (front and rear) for damage or wear;
- Check wheels (front and rear) for trueness, broken or bent spokes and hub or axle tightness;
- Check LED lights (front and rear) for function;
- Check reflectors on wheels, seat and basket, to ensure they are present, clean, and undamaged;
- Check pedals and cranks for tightness;
- Lubricate and clean chain and check chain tensioner for correct function;
- Check kickstand for correct function; and
- Take brief test ride to ensure overall correct function of Bicycle.