



**THE PORT  
OF LOS ANGELES**

Executive Director's  
Report to the  
Board of Harbor Commissioners

**DATE: MAY 31, 2017**

**FROM: WATERFRONT & COMMERCIAL REAL ESTATE**

**SUBJECT: RESOLUTION NO. \_\_\_\_\_ - APPROVE LICENSE AGREEMENT  
WITH BICYCLE TRANSIT SYSTEMS, INC.**

**SUMMARY:**

Staff requests approval of the License Agreement (Agreement) with Bicycle Transit Systems, Inc. (BTS) for use of portions of the following premises within the Harbor District as required to install and operate Metro Bike Share stations - Location 1: Cruise Terminal - Fan Fare Fountain; Location 2: Catalina Express; Location 3: USS Iowa; Location 4: Downtown Harbor; Location 5: Crafted/22nd St. Park; Location 6: Ports O' Call; Location 7: Doubletree Hotel; Location 8: Cabrillo Beach; Location 9: Wilmington Waterfront Park (West); Location 10: Wilmington Waterfront Park (East); and Location 11: Banning's Landing. All costs associated with installation and maintenance of the bike facilities are shared between the City of Los Angeles Harbor Department (Harbor Department) and the Los Angeles County Metropolitan Transportation Authority (LACMTA), as outlined in the Memorandum of Understanding (MOU), which was approved by the Board of Harbor Commissioners (Board) on November 17, 2016. There is no fee associated with this Board action.

**RECOMMENDATION:**

It is recommended that the Board of Harbor Commissioners:

1. Find that the proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) under Article III, Classes 1(1) and 3(4) of the Los Angeles City CEQA Guidelines as determined by the Director of Environmental Management;
2. Approve the License Agreement for Bicycle Transit Systems, Inc.;
3. Authorize the Executive Director to execute and the Board Secretary to attest to License Agreement; and
4. Adopt Resolution No. \_\_\_\_\_.

SUBJECT: APPROVE LICENSE AGREEMENT WITH BICYCLE TRANSIT SYSTEMS, INC.

**DISCUSSION:**

Proposed Action - Staff requests approval of a License Agreement (Transmittal 1) for LACMTA's current bike share contractor, BTS, to use portions of the 11 premises listed above, as required to install and operate Metro Bike Share stations at the Port of Los Angeles. The no-fee License Agreement is for a term of three years and shall be effective upon execution on behalf of the Executive Director.

Background/Context – On November 17, 2016, the Board approved the MOU (Transmittal 2) with LACMTA to install and operate the Metro Bike Share Program in the Harbor District. Under the MOU, LACMTA is the lead agency and will utilize their bike share contractor, BTS, to install, operate, and maintain the bike share program in the Harbor District. According to the MOU, the Harbor Department must provide any necessary permits to LACMTA's bike share contractor at no cost to the contractor. The Agreement will be a no-fee license, as costs are shared between LACMTA and the Harbor Department through the MOU.

The proposed License Agreement will allow BTS to install, operate, and maintain Metro Bike Share stations and bicycles at 11 locations within the Harbor District (Transmittal 3).

The Metro Bike Share Program will provide bicycles for rent along the Wilmington and San Pedro Waterfronts. Eleven bike share docking stations and 120 total bicycles will be placed at key points of interest along each Waterfront to provide visitors and residents the opportunity to utilize bicycles as an active transportation option, and improve the connectivity between the key Waterfront attractions.

LACTMA's Metro Bike Share Program meets the mobility needs of the Waterfront and supports the "park once" approach recommended in the San Pedro Waterfront at the Port of Los Angeles Comprehensive Parking Strategy (December 2014). The system will be fully integrated with LACMTA's overall regional transit system allowing for the use of LACMTA's TAP Card as a payment method and future connectivity with the growing program.

**ENVIRONMENTAL ASSESSMENT:**

The proposed action is approval of a License Agreement with BTS for the use of Harbor Department premises for the installation and operation of 11 Metro Bike Share stations. As an activity involving exterior alterations involving minor construction, where there be negligible or no expansion of use and installation of new equipment involving negligible or no expansion of use if required for health, the public convenience, or environmental control, the Director of Environmental Management has determined that the proposed action is exempt from the requirements of CEQA in accordance with Article III, Classes 1(1) and 3(4) of the Los Angeles City CEQA Guidelines.

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**FINANCIAL IMPACT:**

No fee is associated with this proposed License Agreement pursuant to the approved MOU with LACMTA.

**CITY ATTORNEY:**

The License Agreement has been reviewed and approved as to form and legality by the Office of the City Attorney.

**TRANSMITTALS:**

1. License Agreement
2. MOU with LACMTA
3. Bike Station Maps

FIS Approval:  (initials)  
CA Approval:  (initials)

  
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APPROVED:

  
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BL665cb Metro Bike Share BTS License Agreement