
File No.: 04-1000-20-2022-024

April 14, 2022

s.22(1)
Dear s.22(1)


Re: **Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")**

I am responding to your request of January 12, 2022 under the ***Freedom of Information and Protection of Privacy Act, (the Act)***, for:

Records related to the conversion of parking meters into bike parking:

- 1. List of locations**
- 2. Analysis related to the decision (i.e. how the decision to convert 33% came from and if it is based on an analysis of street level bike parking needs).**

All responsive records are attached. Some information in the records has been severed, (blacked out), under s.12(3)(b) and s.17(1) of the Act. You can read or download these sections here: http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00

In camera decisions and reports are released when they are no longer considered sensitive. Released in camera items may be viewed online here: <https://vancouver.ca/your-government/city-council-meetings-and-decisions.aspx> (select "get agendas and minutes")

Please note: effective May 25, 2010, new templates and procedures were established in the City of Vancouver for the pro-active release of in camera information, where release of the information has been determined to be no longer sensitive. The new procedures were requested by Council at the June 18, 2009, Standing Committee on City Services and Budgets meeting, in accordance with recommendations from a legal expert regarding improved handling of confidential information.

Under section 52 of the Act, and within 30 business days of receipt of this letter, you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your FOI request by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number (#04-1000-20-2022-024); 2) a copy of this letter; 3) a copy of your original request; and 4) detailed reasons why you are seeking the review.

Yours truly,

[Signed by Cobi Falconer]

Cobi Falconer, MAS, MLIS, CIPP/C
Director, Access to Information & Privacy
cobi.falconer@vancouver.ca
453 W. 12th Avenue Vancouver BC V5Y 1V4

If you have any questions, please email us at foi@vancouver.ca and we will respond to you as soon as possible. Or you can call the FOI Case Manager at 604-871-6584.

Encl. (Response package)

:ku

List of locations where bike racks are to be installed

Street	Block	Post Rings per block	Bike Racks Installed
Thurlow St	700	2	2
Thurlow St	800	1	
Thurlow St	1100	2	
W Cordova St	700	3	0
W Cordova St	800	9	1
W Cordova St	900	9	2
W Cordova St	1000	22	2
Alberni St	1000	9	9
Alberni St	1100	10	10
Alberni St	1200	2	2
W Pender St	1000	2	2
Hornby St	1100	7	2
Hornby St	900	5	0
Hastings St	600	4	0
Hastings St	700	4	0
Hastings St	1100	12	3
Hastings St	1000	6	4
Hastings St	800	3	0
Seymour St	600	10	10
Seymour St	500	4	4
Hornby St	1000	3	0
W Pender St	1100	6	5
Gore Av	100	3	3
Powell St	400	5	5
Alexander St	300	1	0
Dunlevy St	0	1	1
Howe St	600	1	
Howe St	700	7	
Howe St	800	1	
Howe St	900	4	
Howe St	300	2	
Howe St	500	4	
Hamilton St	600	4	
Hamilton St	700	3	
Hamilton St	500	4	
Dunsmuir St	200	2	
Dunsmuir St	300	2	
W Georgia St	100	2	
W Georgia St	200	1	
W Georgia St	300	1	
Expo Blvd	600	2	
Burrard St	500	3	
W 8th Ave	100	2	
W 7th Ave	0	4	
W 7th Ave	100	1	
W 7th Ave	200	2	
Powell St	100	4	
Powell St	200	2	
Powell St	0	1	
Alexander St	100	2	
Main	100	1	
Gore Av	200	3	
Gore Av	300	2	
E Cordova	300	2	
yukon	2200	4	
W Pender St	1000	2	
W Pender St	1100	6	
W 11th	1500	2	
Pat Quinn Way	700	5	
Granville St	2500	1	
Granville St	2600	4	
Granville St	2800	4	
Granville St	2900	3	
Granville St	3000	1	
		246	67

List of locations where work has been completed

Street	Block	Post Rings per block	Bike Racks Installed
Thurlow St	700	2	2
W Cordova St	700	3	0
W Cordova St	800	9	1
W Cordova St	900	9	2
W Cordova St	1000	22	2
Alberni St	1000	9	9
Alberni St	1100	10	10
Alberni St	1200	2	2
W Pender St	1000	2	2
Hornby St	1100	7	2
Hornby St	900	5	0
Hastings St	600	4	0
Hastings St	700	4	0
Hastings St	1100	12	3
Hastings St	1000	6	4
Hastings St	800	3	0
Seymour St	600	10	10
Seymour St	500	4	4
Hornby St	1000	3	0
W Pender St	1100	6	5
Gore Av	100	3	3
Powell St	400	5	5
Alexander St	300	1	0
Dunlevy St	0	1	1
Total:		142	67

List of locations where work was to begin in March 2022

Street	Block	Post Rings per block
Thurlow St	800	1
Thurlow St	1100	2
Howe St	600	1
Howe St	700	7
Howe St	800	1
Howe St	900	4
Howe St	300	2
Howe St	500	4
Hamilton St	600	4
Hamilton St	700	3
Hamilton St	500	4
Dunsmuir St	200	2
Dunsmuir St	300	2
W Georgia St	100	2
W Georgia St	200	1
W Georgia St	300	1
Expo Blvd	600	2
Burrard St	500	3
W 8th Ave	100	2
W 7th Ave	0	4
W 7th Ave	100	1
W 7th Ave	200	2
Powell St	100	4
Powell St	200	2
Powell St	0	1
Alexander St	100	2
Main	100	1
Gore Av	200	3
Gore Av	300	2
E Cordova	300	2
yukon	2200	4
W Pender St	1000	2
W Pender St	1100	6
W 11th	1500	2
Pat Quinn Way	700	5
Granville St	2500	1
Granville St	2600	4
Granville St	2800	4
Granville St	2900	3
Granville St	3000	1
Total:		104



Parking Meter Bike Rack Repurposing

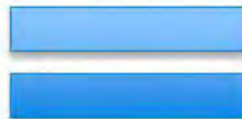
Joint Transportation/PSSU Branch Heads Meeting – Nov 6, 2020

- Overview
 - Parking meter replacement program
 - Opportunity to reuse parking meter posts
- Seeking direction
 - To proceed with retrofit opportunity
 - Suggest source of funding to accelerate bike rack installation program

Parking Meter Replacement – Overview

Replace all single space meters with paystations and other smart equipment and expand pay parking

Phase	Capital Plan	Type	Amount
Phase 1	2019 – 2022	Replacement and Expansion 7,800 spaces + 1,500 spaces	\$14.4M
Phase 2	2023 - 2025	Replacement 1,900 spaces	\$ 3.0M
TOTAL			\$17.4M

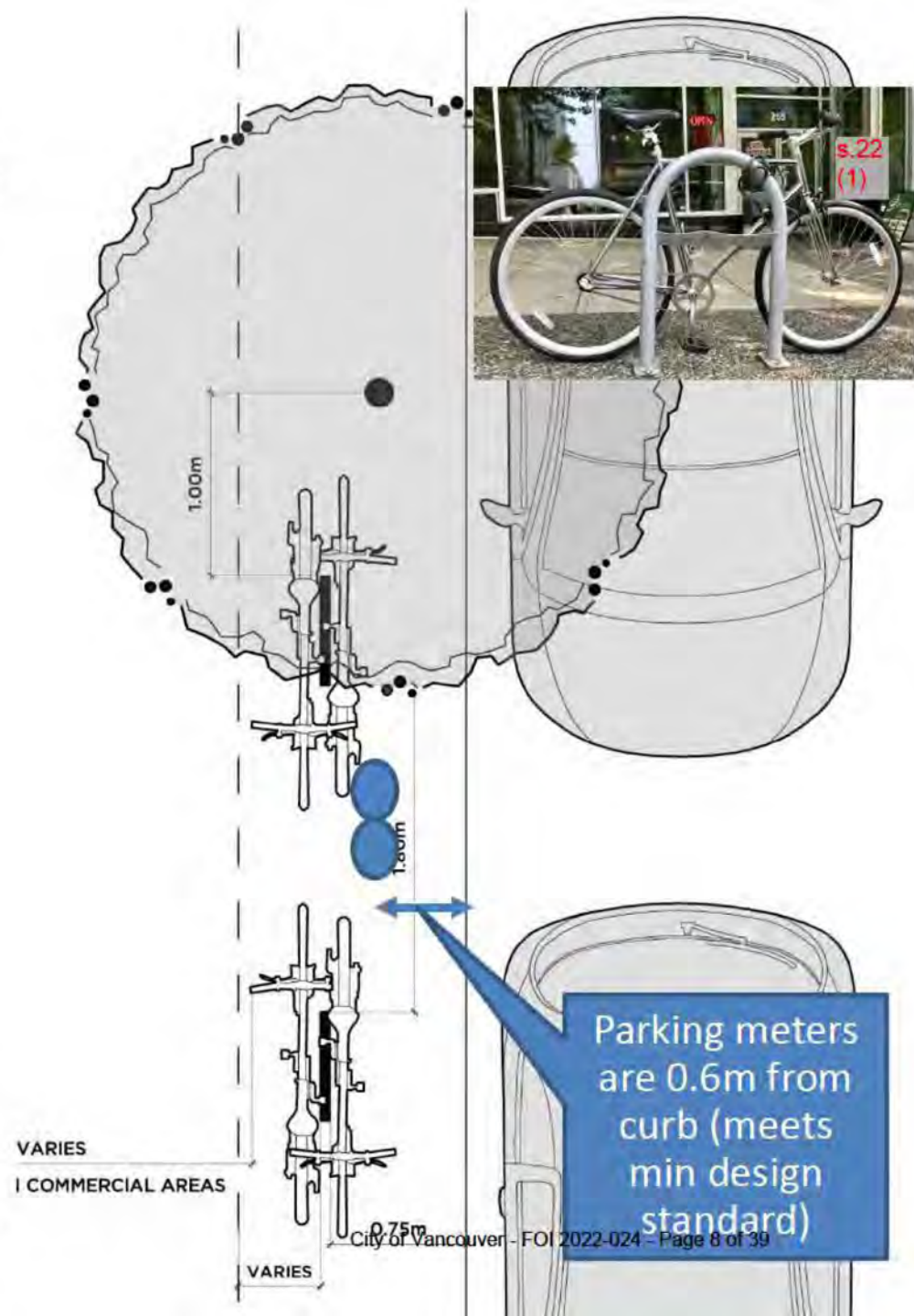
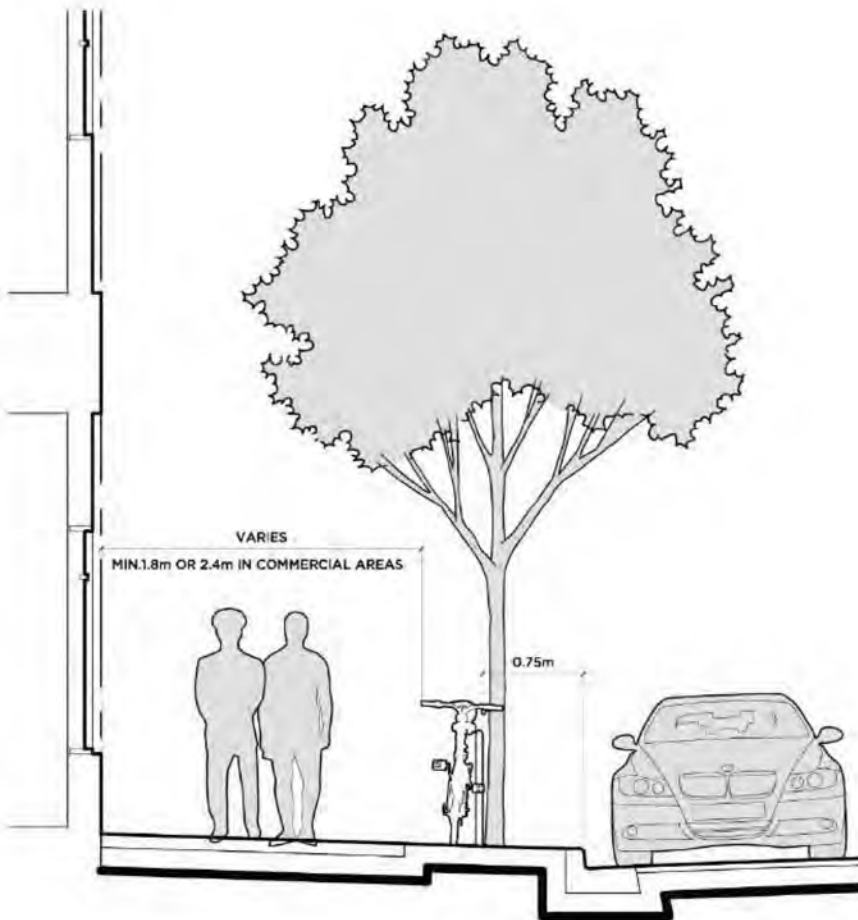


Note: 1,800 spaces currently managed by paystations. Total spaces at the end of 2022 $1,800 + 7,800 + 1,900 + 1,500 = 13,000$ City of Vancouver - 2024 - Page 6 of 39

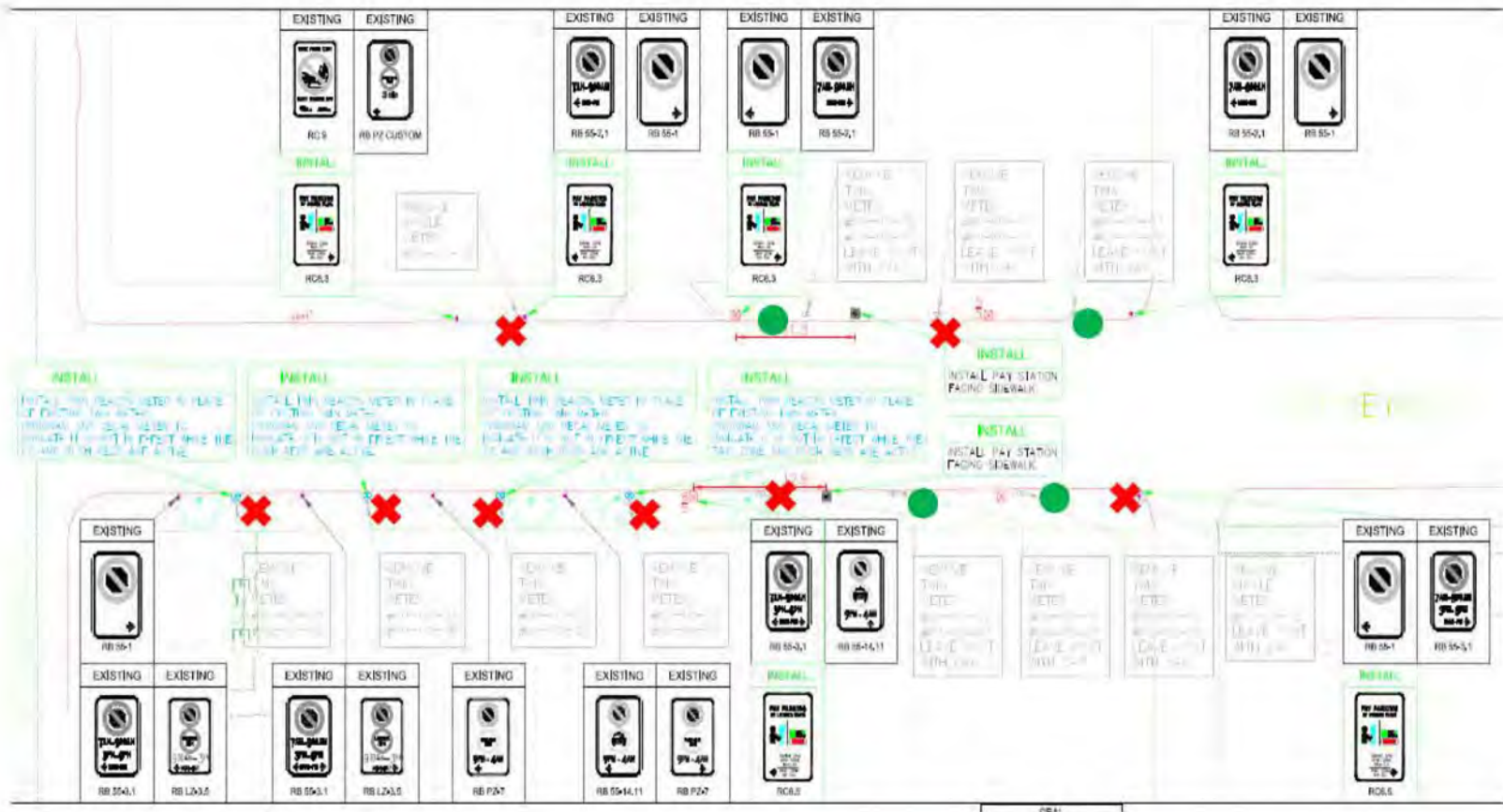
- Program Summary
 - \$75,000/year for new bike racks and replacement
 - New locations identified through requests by individuals or BIAs
 - 100-150 bike racks installed per year
 - Approx. 2,500 bike racks on city streets
 - Current models include:
 - Inverted 'U' rack
 - Heart shape rack
 - Multi-hangar racks
 - 4 winning designs from 2018 art rack contest



Bike Rack Placement Guidelines



Analysis of Typical Block: Seymour between Dunsmuir and Pender



Repurpose meter to bike rack



Cannot repurpose parking meter

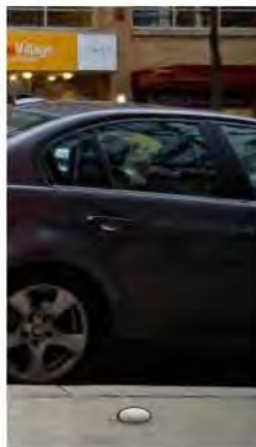
- Target area for bike racks is commercial areas
 - Parking meters are in commercial areas
- Approx. 1/3 parking meters are suitable to be repurposed into bike racks
 - Based on review first 100 parking meters to be replaced
- Reasons that some parking meters can not always be used include:
 - The existing parking meters are being replaced with single space parking meters
 - The existing parking meters are being replaced with sign poles
 - The locations are too close to existing sign/light poles or street trees
 - There is already a bike rack very close
 - The sidewalk is too narrow
 - No demand (eg. no building entries)

Opportunity - Detail

Now



\$100



Full Removal

- 1) Remove parking meter head and pole
- 2) Cut-off sleeve and fill remaining hole with material

\$350



Bike Rack Retrofit

- 1) Remove parking meter head (leave pole)
- 2) Install bike rack

What does this mean ?

- Opportunity for 1,500 (4,500 posts available) bike racks
 - Only covers areas with single space meters (does not include existing pay station areas, free parking areas)
- Existing bike rack design, 1,500 racks = \$525k
- Retrofit bike rack design, 1,500 racks = \$375k (~30% savings)
- Potential to further lower retrofit costs with bulk manufacture (\$50-\$75k additional savings)

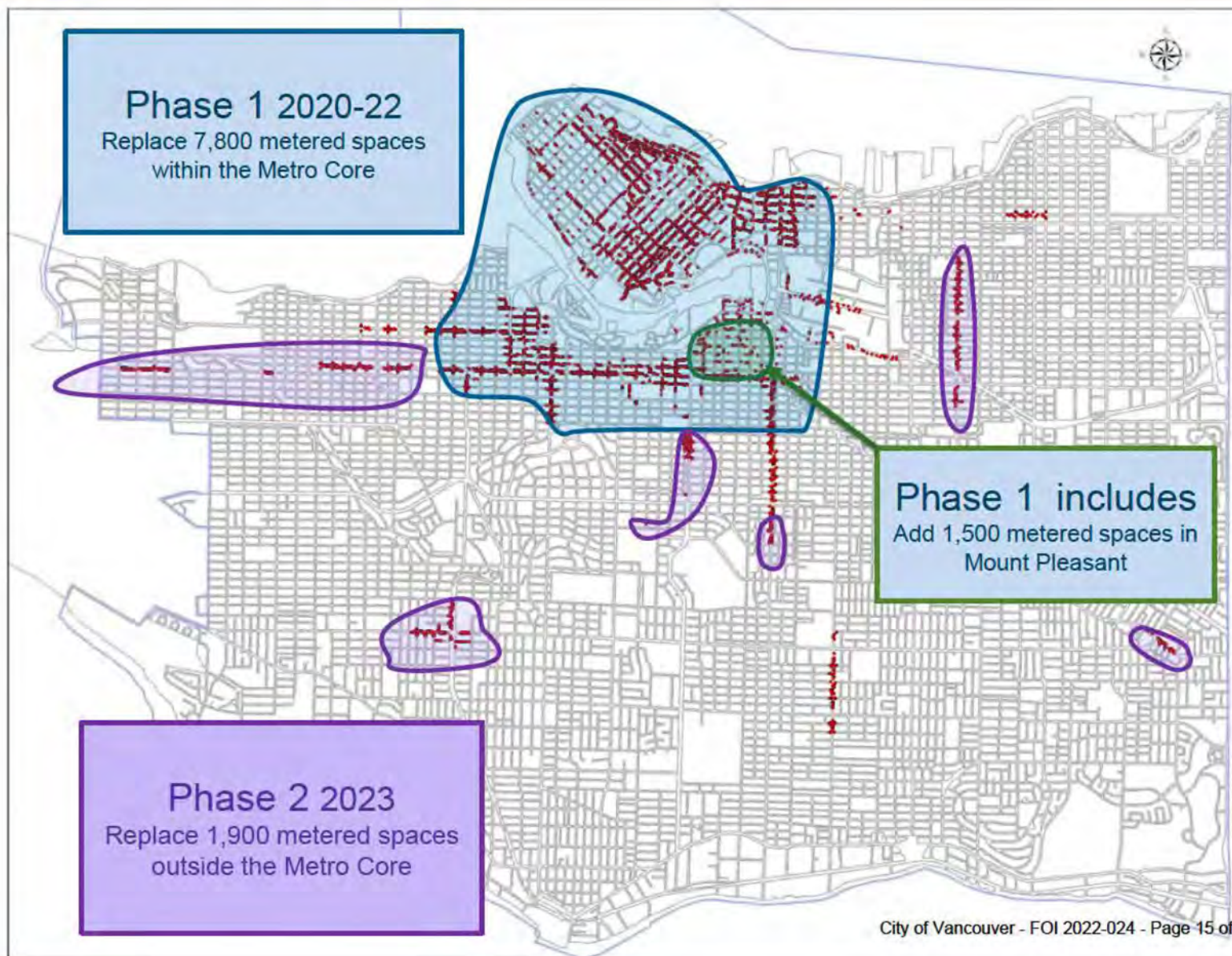
Funding Gap

Q1 2021	\$50K 200 racks	Fund from Bike Rack Capital (leaves \$25k for other bike racks in city)
Q2 –Q4 2021	\$75K 300 racks	No funding source identified
Q1 2022	\$50K 200 racks	Fund from Bike Rack Capital (leaves \$25k for other bike racks in city)
Q 2 – Q4 2022	\$175K 700 racks	No funding source identified
Long Term – 2023+	\$38K 150 racks	Fund from Bike Rack Capital (leaves \$37k for other bike racks in city) or seek extra funding from 2023-2026 Capital Plan

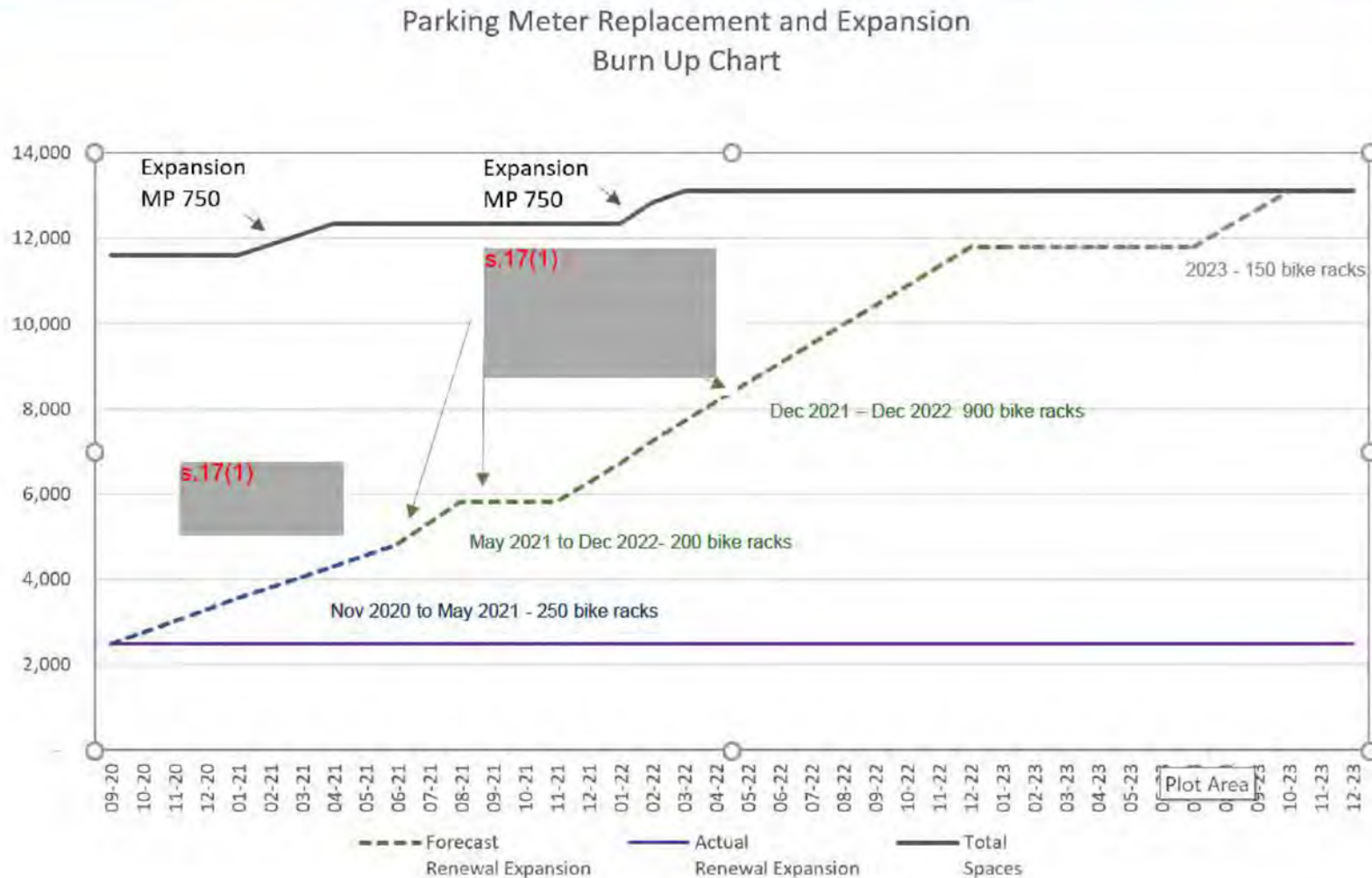
- Shortfall of ~250k
- Funding timing issues
- 14.4M program, timeline cannot be adjusted to accommodate opportunity

~ FIN ~

Project Extent and Phasing



Burn up chart with forecast

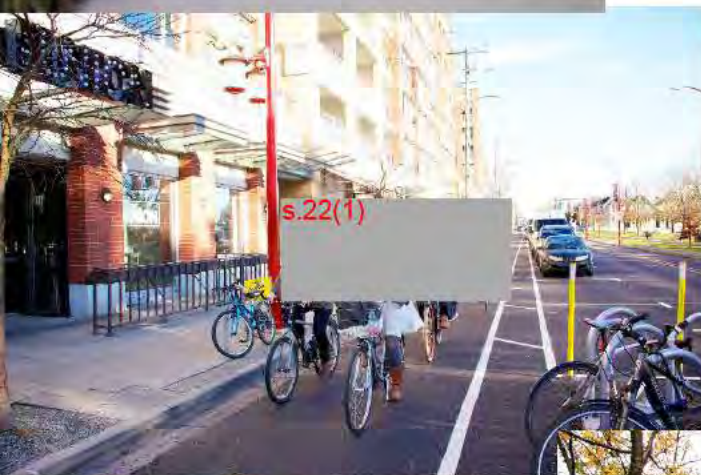


Bicycle Parking Program

Program goals:

- Provide bike parking on street rights-of-way at locations that are convenient to access at the beginning and end of trips
- Provide well-designed bike racks that provide functional and secure bike parking for short stops

Transportation 2040 - C2.1 states: "Provide abundant and convenient bicycle parking and end-of-trip facilities".



Bike Rack Design Guidelines



LOCKABLE

Racks should allow the locking of a bike frame and at least one wheel with a U-lock.



KEEPS BIKES UPRIGHT

To keep bikes from falling over, racks should be at least 32" tall and 18" wide, allowing two points of contact between the frame and the bike.



DURABLE & TAMPER-PROOF

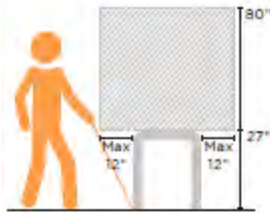
Racks will be made of the same materials as current City U-racks, and powder-coated or stainless steel for durability. Tubing should be between 1.5" and 2" in diameter to prevent cutting, and will be installed using the same bolts and method as current City U-racks.



KID-PROOF

A child should not be able to put their head through the rack and become trapped. Avoid gaps in the design where both the width and height of the gap are between 3.5" and 9".

Bike Rack Design Guidelines



CANEABLE

Racks should have no sharp edges and be easily detectable by a visually impaired person using a cane to navigate. Any protrusions above 27" tall should not overhang by more than 12".



NOT A TRIPPING HAZARD

Nothing should stick out into the pedestrian path of travel.



ACCOMMODATES A VARIETY OF BICYCLES & ATTACHMENTS

Racks should work with a wide range of bike sizes and types, including those with baskets and other accessories.



ADVERTISEMENT-FREE

Designs that could be considered an advertisement (e.g. with a company name or logo) will not be permitted.



EASY TO PARK

The user should not be required to lift the bicycle onto the rack. Each space should be accessible without moving another bicycle. The design should be intuitive for users.

CoV Available Bike Rack Models

Standard Racks



Art Racks – from 2018 Design Competition

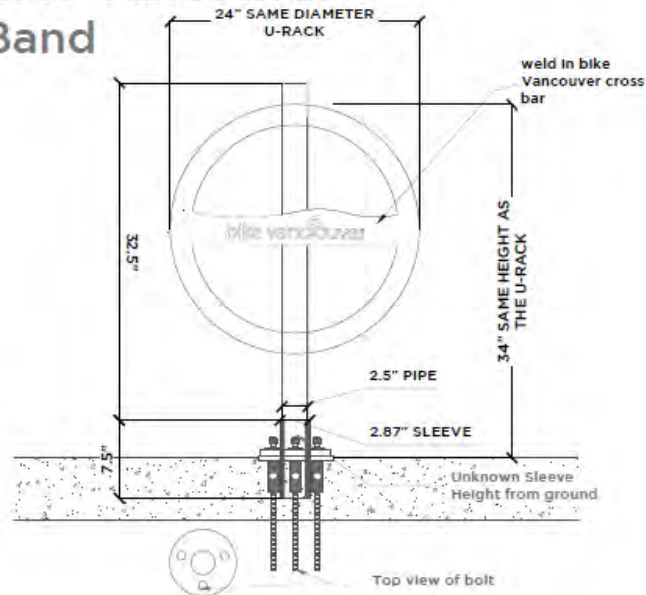


Parking Meter Modification - Post and Ring Design

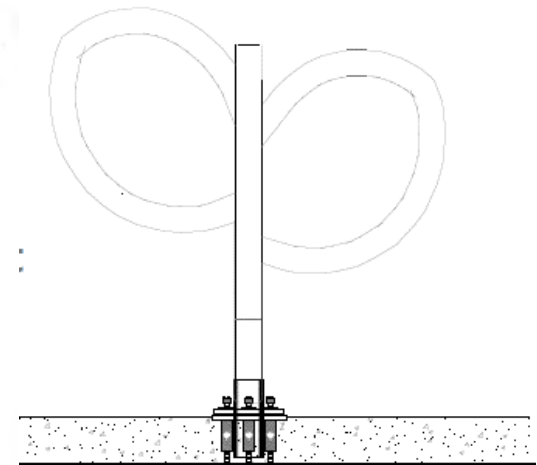


Prototype

Circle Rack with Bike Vancouver Band



Alternate Designs

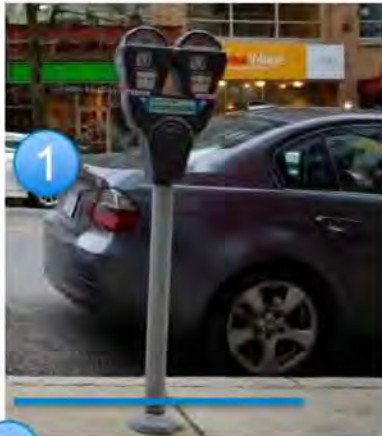


**Cast Ring
Alternate**



Opportunity - Detail

Now



\$100



\$350



Removal process

- 1) Remove existing pole and parking meter head
- 2) Cutoff sleeve and fill with material

Bike Rack process

- 1) Remove parking meter head (leave pole)
- 2) Install bike rack

Outcome (825K)

Safe removal cost

6,000 spaces \$300k

Install bike racks

3,000 spaces@ \$350

= \$525K

Effective cost bike rack reduced to = \$250

Further savings possible in time (6 months) using cast iron ring - \$75K

Savings from single design & approval process \$100K

Work has to start now, can't leave stumps on the street for more than a few months

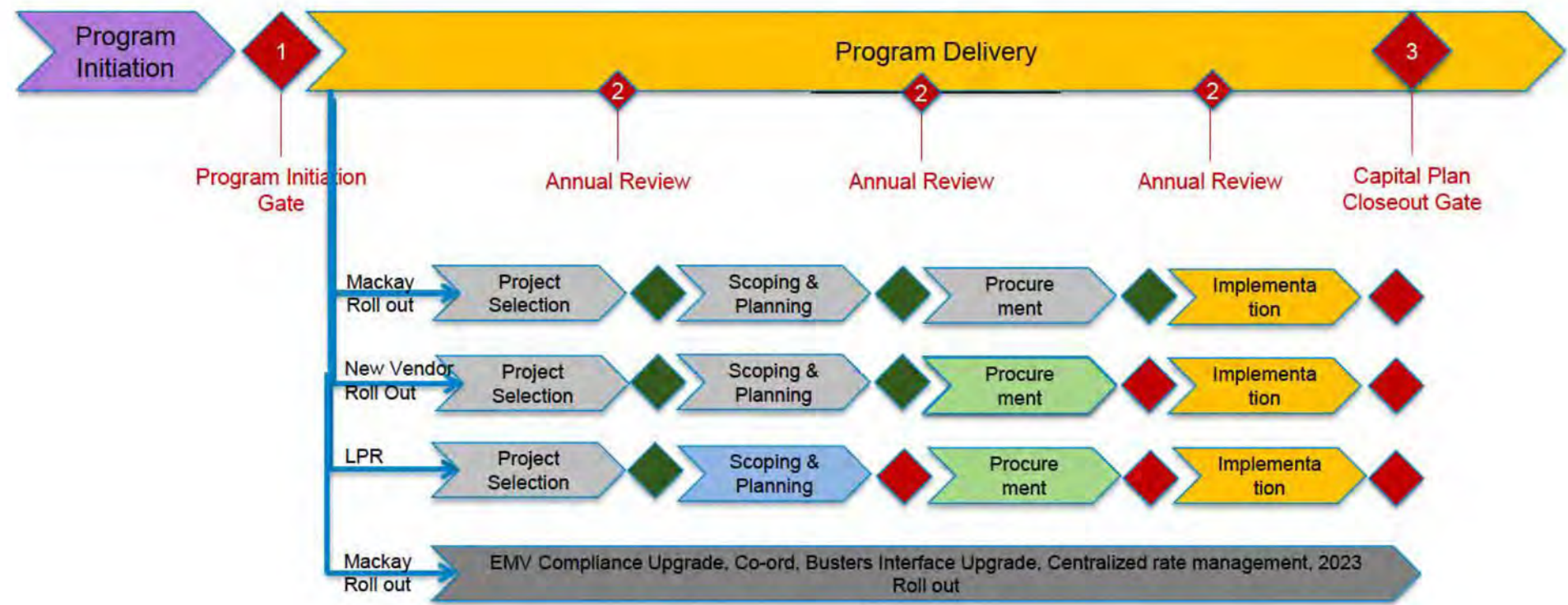
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Outcome No bike

rack (\$150K)

Parking Meter Replacement and Expansion Program

Steering Committee - 2021



- Update on Council Report
 - Update reference slide with info from s.17(1) [REDACTED]
 - Update from George
 - SCM to get back as to why they give us s.17(1) [REDACTED]
 - Recommendation > proceed as we were on 23rd (update Patrice 3rd June) Council 23rd June
- Bike Racks
 - Approval to proceed
- Regular Update
- Next Meeting – 1 hour ? In 2 weeks
 - Roadmap
 - Capital Plan

Reference Checks

s.17(1)



City	Date		
s.17(1)			

Standard list of questions focused on
Equipment – including delivery time and issue resolution
Software - including availability and issue resolution
Contract Services – financial reconciliation

- Budget = \$17.4M based (\$13M equipment + \$4.4M Install)
 - Note only \$14.4 approved in this capital plan \$10.8M for equipment \$3.6M labour
 - Equipment \$10.2M (\$8.3M + 1.9M) – this will more than cover equipment for all spaces
 - \$600k to be added to project contingency Action: Create change request
 - Note Run rate for labour ~40% less than anticipated
 - If this were to continue \$1.4M could potentially be added to contingency No action at this point

- Budget Approval required
 - \$700k for 2,000 units
 - Street Activities will pay \$150k
 - \$50k per year 2020, 2021 and 2022
 - Project will fund \$200k
 - \$100 per unit cost to remove post
 - Required from project \$350k
 - Fund from contingency

Quantity	Description	Unit Price	Amount
2000	Meter Pole Bike Racks		
	Manufacturing (per rack)	\$237.50	\$475,000.00
	Installation (per rack)	\$112.50	\$225,000.00
	Sub-Total		\$700,000.00
	Federal Tax		N/A
	Provincial Tax		N/A
	TOTAL		\$700,000.00

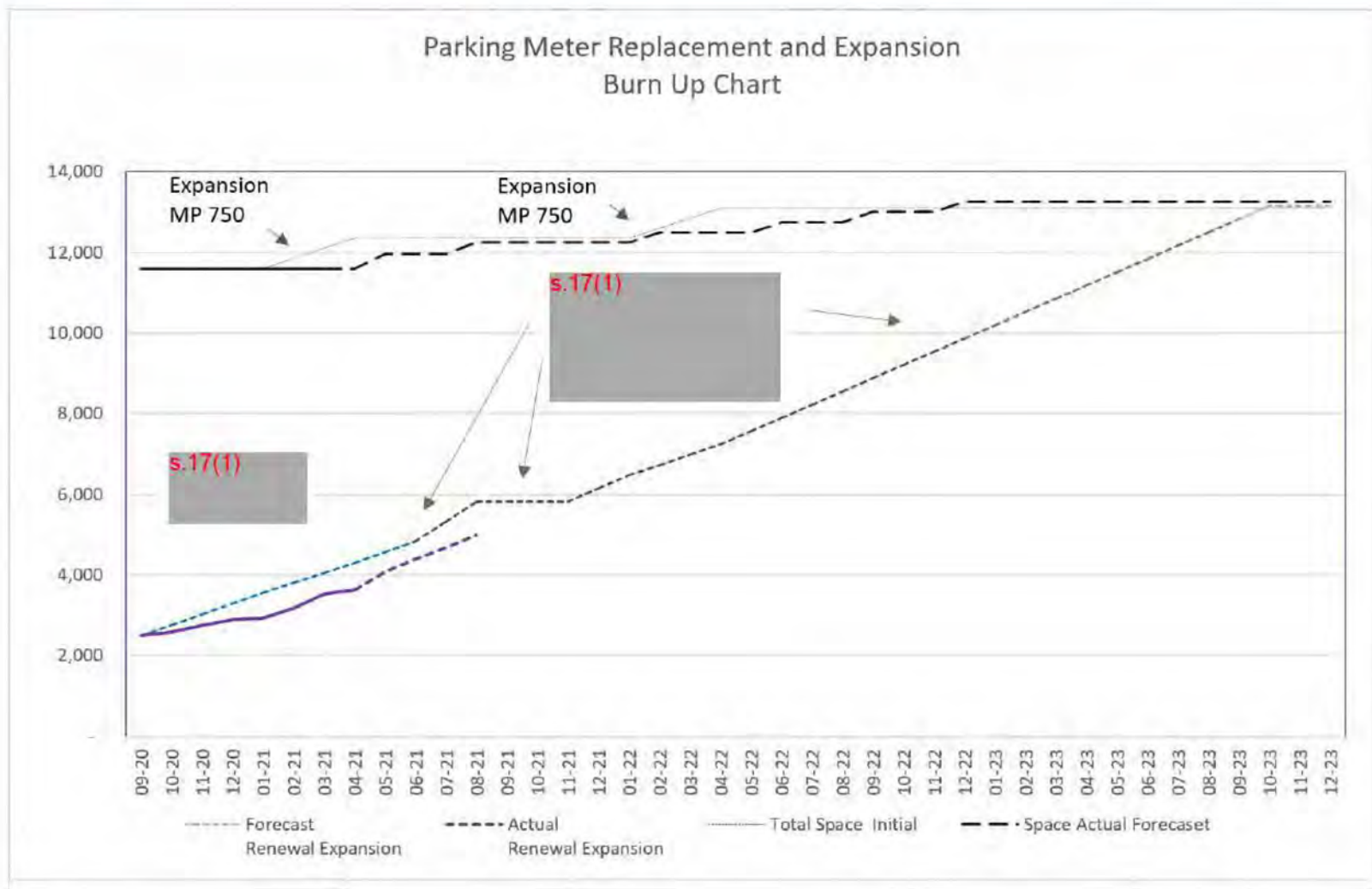
Thank you.

Action: Create change request

- Next Steps
 - Provide approval for Street Activities to proceed
 - Find out when units will start to be installed
 - Issue IB to coincide

Progress

Benefits realized but roll out rate is challenging



Highlights

- Target monthly deployment = 35
- 7 units deployed in April
 - All IPS equipment decommissioned
 - Pads installed for Mount Pleasant
- 46 planned for May
 - Vancouver House Expansion
 - Mount Pleasant Expansion

Benefit metric, alerts and jams per space are being realized. Target 67% reduction actual is over 85% compares Nov 2020 to Feb 2021

Scorecard - Other Curbside Management Technology Projects

Rank	Status	Project	Amount \$,000	Start Date	End Date	Status	Notes
1		EMV Upgrade to pay stations	\$0	1-Mar-21	1-Mar-22	Approved	Assumes current development and approach is successful
2		LPR from vehicles Phase 2 (Expansion) may require an additional 14 vehicles ~\$700k – cost split with CEPP	\$300k	1-Jan-21	1-Apr-22	Approved	Market sounding complete, RFP on track for issue in June
3	s.17(1)						
4	s.17(1)		s.17(1)	1-Dec-20	31-Dec-21	Approved	
5		Upgrade s.17(1)		1-Apr-20	31-Jan-21	Approved	s.17(1)
6		Centralize rates management				Next Up	Included in TCO for new vendor pay station roll out 2 scenarios As a 3-1-1 agent can customer park at specified location and how long can they park for \$2. As a POEB supervisor I want to enter temporary rate and regulation changes in one system and all connected systems update automatically.
7		GIS Program – align with Engineering digital strategy and new TS architecture	100k			Next up	Various - Use ESRI tools for dashboards, fixed routes, dynamic routes and Geotab / Driver Display. Agile Approach \$200K max
7.5		Temporary Stopping Zones – Program rate s.17(1) current rates.				Next up	Vehicles split between CEPP and Curbside Management
8		Climate Emergency Parking Program 6,000 signs ~\$800k				Next up	Vehicles split between CEPP and Curbside Management
9		Smart Parking - enabled by LED Mesh / Edge Computing				Idea	2
10		Ability to pay for parking from within Google Maps				Idea	s.17(1)
11	s.17(1)						
12		Commercial vehicle regulations, restrictions					
		Unallocated	\$170k				
		Total	\$ 520k				

Program / Project Budget

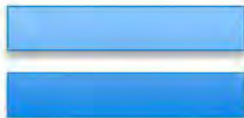
	Original Program	Original Project		MTU ¹ Program	MTU Project
Mackay Roll Out 2019	\$ s.17(1)			\$ s.17(1)	
Mackay Roll Out 2020/21	\$	\$ s.17(1)		\$	\$ s.17(1)
New Vendor Roll Out 2021/22	\$	\$		\$	\$
Other 2021/22					
- LPR \$300K					
- COORD \$20K	\$ 0.69			\$ 0.69	
New Vendor Roll Out 2023 ³				\$ s.17(1)	\$ s.17(1)
TOTAL	\$ 6.00	\$ 4.40		\$ 19.00	\$ 17.40

1. MTU (Capital Plan Mid-Term Update) goes to council 16th September
2. Project Budget after Mid-Term Update = \$14.4M
3. Part of 2023-26 Capital Plan

Project Overview

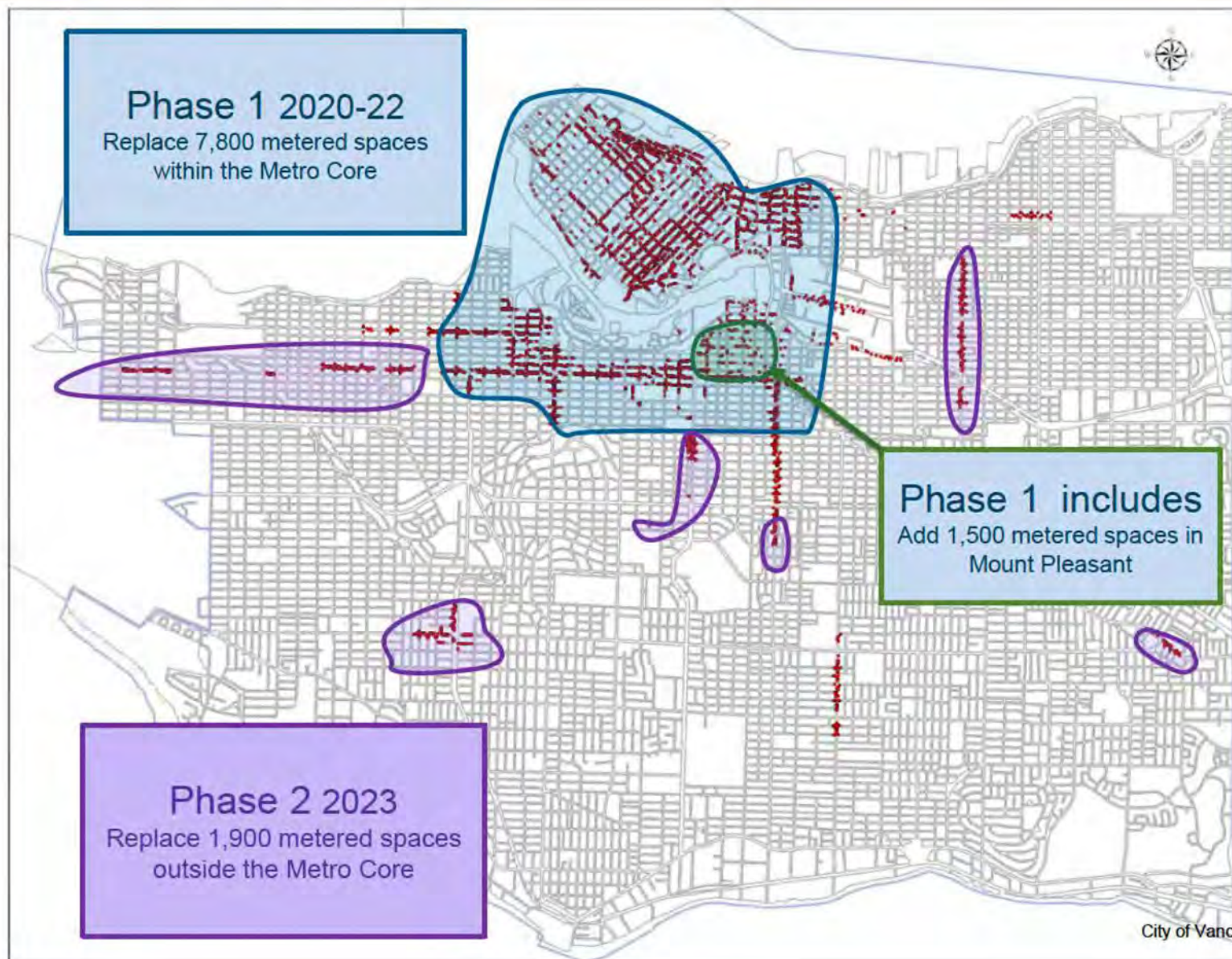
Replace all single space meters with paystations and other smart equipment and expand pay parking

Phase	Capital Plan	Type	Amount
Phase 1	2019 – 2022	Replacement and Expansion 7,800 spaces + 1,500 spaces	\$14.4M
Phase 2	2023 - 2025	Replacement 1,900 spaces	\$ 3.0M
TOTAL			\$17.4M



Note: 1,800 spaces currently managed by paystations. 1,800 + 7,800 +1,900 = 11,500

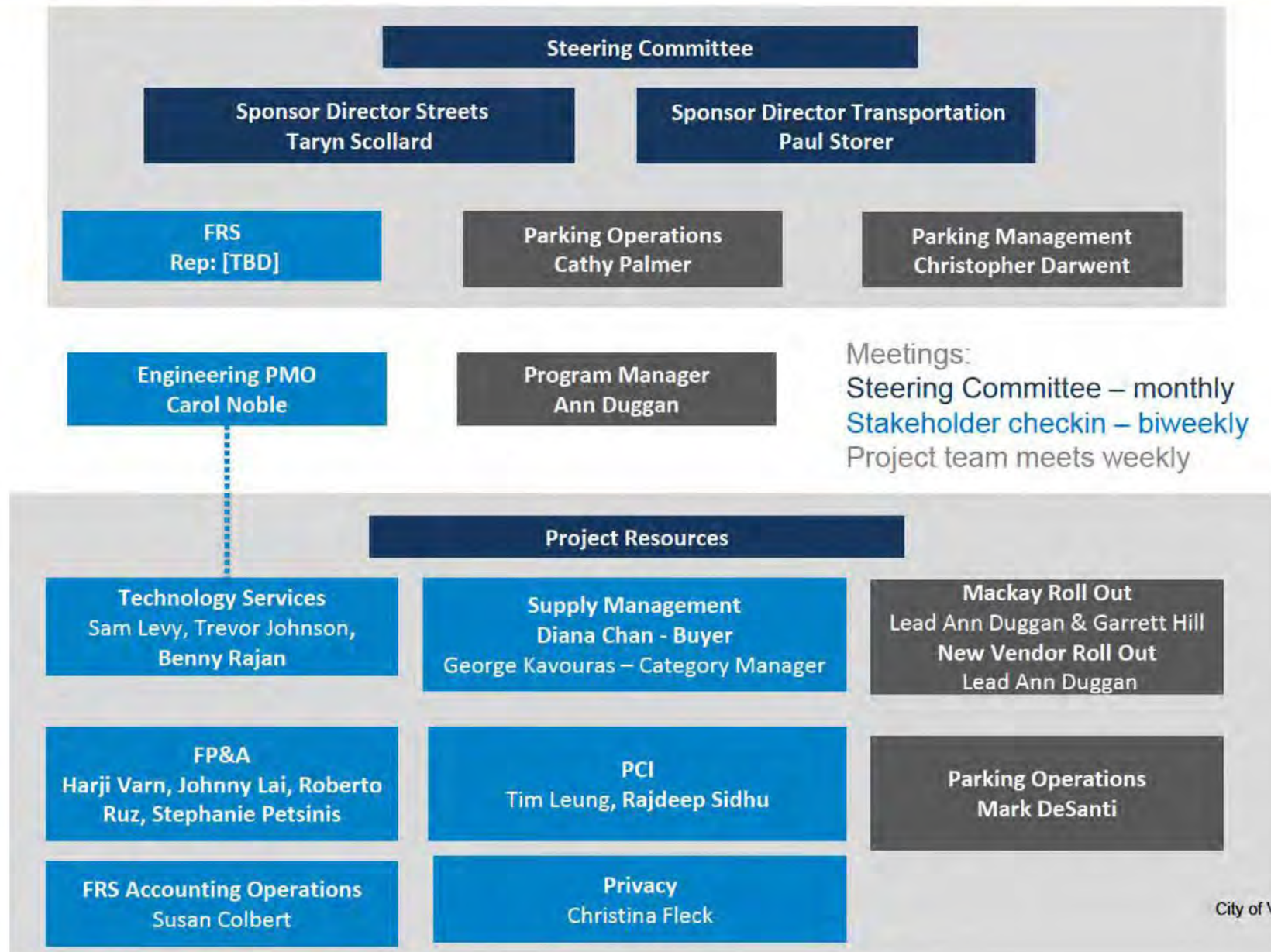
Project Extent and Phasing



Background: Project Approvals

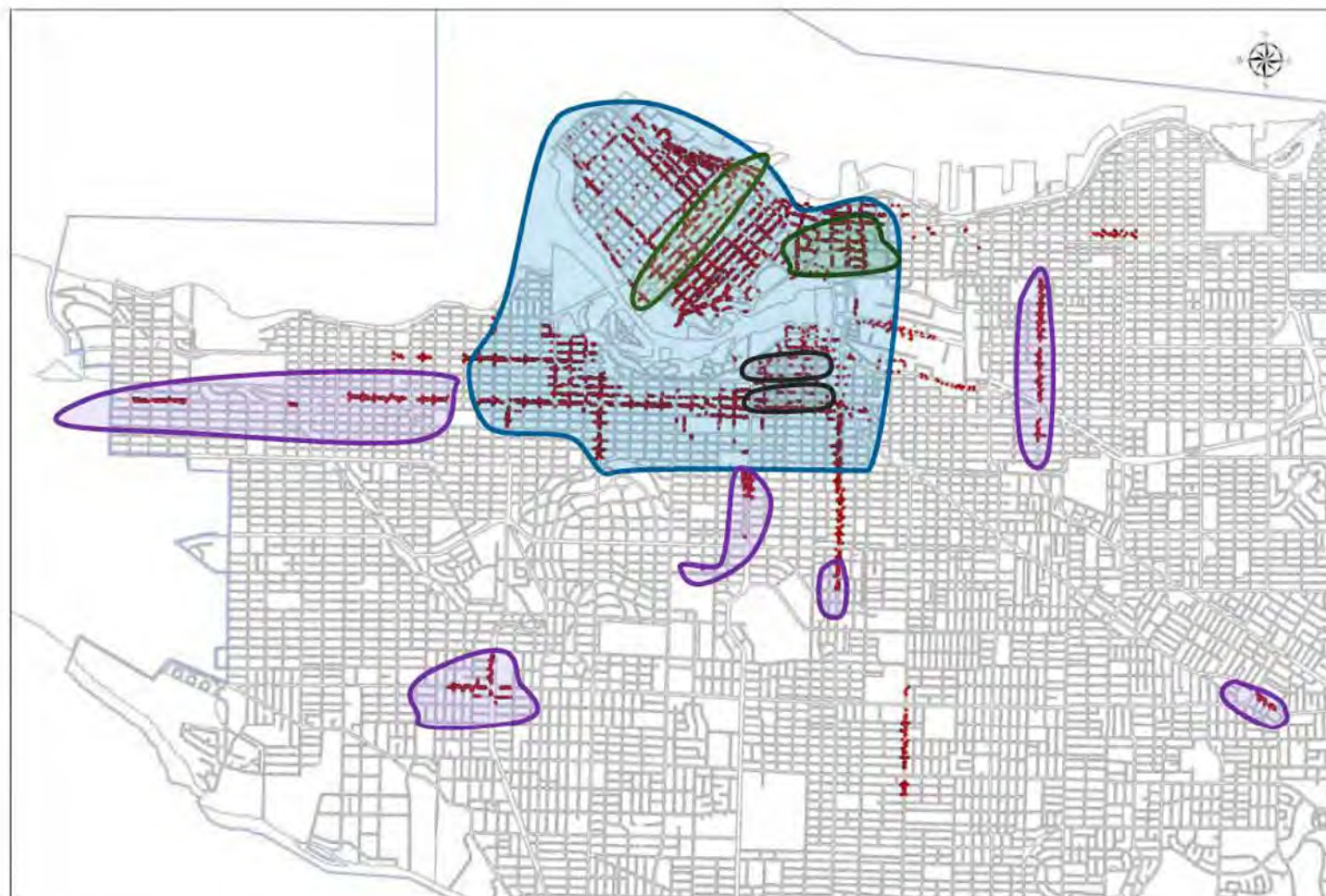
- ✓ Sep 2019 – Meeting (CM, DCM, CFO, GM Eng)
 - ✓ Approved replacement of all 9,700 single space meters with paystations
- ✓ March 2020 – CDOC (CM, DCM2, CFO, GM Eng) DOC/2020/073939 & DOC/2020/068337
 - ✓ Approved 2 project phases and expansion of 2019-2022 capital plan by \$10.1M
- ✓ April 2020 – s.12(3)(b)
- ✓ May 2020 – Council approved budget adjustment (+\$2.5)
- ✓ May 2020 – Deputy CTO review Mackay procurement approach
- ~~☐ May 2020 – Bid Committee~~
- ✓ Sept 2020 – Council approve capital plan change
(\$10M Funding source \$7M CFF and \$3M Parking Reserve)
- ✓ Dec 2020 – Council approve 2021 Budget
- ☐ ??? 2021 – Council approve contract award

Project Team and Governance



Type550	Description	Current	Target Date	Target
Cost saving	Spaces are managed by equipment that is in good condition.	22% 2,536/11,632	31-Dec-2022	80%
Cost Savings	Reduce maintenance service requests (jams) per space.	15 170,000/11,632	31-Dec-2022	5
Cost savings / Improved Customer Service	Decrease 3-1-1 meter out of order calls per space per annum from 3.6 to 1	3.6 (42,000/11,632)	31-Dec-2020 31-Dec-2021 31-Dec-2022	1
Cost savings / Improved Customer Service	% reported problems fixed within 24 hours. Target will be adjusted based on roll out schedule	XX	31-Dec-2020 31-Dec-2021 31-Dec-2022	Aa Bb Cc
New Revenue	Expansion (# spaces)	0	31-Dec-2020 31-Dec-2021 31-Dec-2022	750 (Total) 1,500 (Total)
Operating budget / space	Decrease operating cost to manage each parking space.	\$758 per annum (8.2M/11,600) \$550 per annum (7.7M/13,100)	31-Dec-2019 31-Dec-2020 31-Dec-2021 31-Dec-2022 31-Dec-2023	\$710 \$600

Group	Cost Centre	2020 Budget
Parking Collections	31180	\$1.9M
Parking Ops Admin	31175	\$2.5M
Meter Maintenance	31170	\$1.6M
PayByPhone	31150	\$2.M
TOTAL		\$8.2M



Transforming Both Our Streets and Parking Management



Problem	Benefit type	Benefit Update
Won't have Visa roadmap compliance (1,400 units) as required by 2022	Compliance	Complete Units prioritized. Replacement complete May 2021.
Don't have a ready supply of replacement parts for some vendors	Cost Saving	Complete: Highest priority replacements completed May 2021 On Track for remaining units.
Require frequent "unjamming" 120,000 per year	Cost saving	On Track Analysis to date shows jams per space is declining in areas where pay stations have been rolled out.
Don't tell us when they are broken or jammed - 45,000 3-1-1 calls per year	Cost saving User Experience Improvement	On Track Analysis to date shows reduction in 3-1-1 calls
Don't maximize "Room-to-Move"	User Experience Improvement	On Track There is less equipment on the streets Bonus: Meter posts re-used as bike racks
Don't provide customer messaging	User Experience Improvement Enabling Technology	On Track Pay stations provide capability to let customers know if they are out of order or whether event parking is in effect. Bonus: Translation into other languages is available
Don't accept card payments – Credit, Debit Card, Tap,	Revenue related	On Track All spaces support multiple payment options card when roll out is complete Bonus: Offering debit card option provides a better option for lower income
Don't allow special event pricing, more frequent rate changes	Revenue related Enabling Technology	On Track Pay stations provide capability. To fully resolve additional automations must be built to provide synchronization required across all payment channels providers. Future Seasonal rates and with further technology investment dynamic rates
Don't integrate into enforcement systems to allow more automated checks	Enabling technology	Future

Pay Station Roll Out - Scope Change Request Form

Change Request No.: 1	Submitted By: Ann Duggan	Date Submitted: 1 May 2021
Priority (H/M/L): High	Assigned For Investigation To: Chris Darwent	Date Investigated: 21 May 2021
Background: <p>Project will replace ~ 8,000 single space meters with pay stations. Removal of meters occurs in two steps, the first to remove the meter head leaving a short sleeve/post. Once this is done the remaining post is cut off to the ground and filled.</p> <p>Currently parking meters are used as bike racks so when posts, from the citizen perspective when the posts are removed so is the bike parking capacity in the City. There is an overlap between areas with pay parking and areas where bike racks are needed.</p>		
Scope Change Description: <p>Refurbish 2,000 of the meter posts with bike racks.</p>		
Business Benefit: <p>Expedites the installation of 2,000 bike racks and address the concerns from citizens and council about the loss of bike parking associated with this project.</p> <p>Staff will install bike rack rather than complete the remove posts; economies of scale mean that the unit price for the rack itself is lower.</p>		
Implications of Not Making the Change: <p>Community and council concerns about the reduction in bike parking from the installation of pay stations will not be addressed and it will take over 10 years for the bike rack program to install bike racks to make up the perceived loss.</p>		
Options/Impact Analysis to the Project: <p>Street Activities Group are responsible for all aspects of bike rack refurbishment; all work will be undertaken by internal crews.</p> <p>Cost saving; cost to cut off post and fill is ~\$100, cost to install a bike rack is ~\$100</p> <p>Cost to manufacture bike rack \$237; Total for 2,000 is \$475K</p> <p>Bike Rack Program will fund \$150K over 3 years, \$325K required</p>		
Recommendation: <p>Add refurbishment of 2,000 meter posts with bike racks; use project contingency to fund additional \$325K.</p>		
Decision:	Sponsor Signature:	Date:

From: "Scollard, Taryn" <taryn.scollard@vancouver.ca>
To: "Duggan, Ann" <Ann.Duggan@vancouver.ca>
Date: 6/15/2021 3:08:08 PM
Subject: Update on Parking meter replacement items

Hey there –

Chatted with Lon and can confirm:

- 1) No proactive presentation to council on the parking pay station procurement. Agreement that it is a good news story and we should have a few slides should the report be held for questions
- 2) Lon is in agreement with using project contingency for the bike racks. If there is a major concern, may want to build in option for pausing during the 3 year roll out.

Happy to discuss if you would like additional information/detail

Cheers

Taryn