

## **MEMORANDUM OF UNDERSTANDING REGARDING A MULTI-JURISDICTIONAL AND REGIONAL APPROACH TO BIKESHARE IN THE NORTHWEST METRO REGION**

- 1. Background.** This Memorandum of Understanding (“MOU”) is a collaboration of the communities of Boulder County, City and County of Broomfield, Town of Erie, City of Lafayette, City of Longmont, City of Louisville, Town of Superior, City of Westminster (the “Parties”) seeking to develop a common understanding and framework for the deployment of an electric bikeshare program in the Northwest Metro Region (the “Program”). This MOU is consistent with the recommendations made in regional studies including the 2013 US 36 First and Final Mile Study, the 2014 Northwest Area Mobility Study (NAMS), and the 2021 CO 119 First and Final Mile Study.
- 2. Purpose.** The goal of the Program is to connect communities in the Northwest Metro Region with reliable, sustainable, and user-friendly transportation options. Through this MOU, the Parties desire to acknowledge their mutual interest in the Program. In addition, in this MOU, the Parties intend to clarify their understanding of the key Program elements and articulate a framework for advancement. Entering into this MOU does not constitute a commitment to participate in any final contractual arrangement that may be developed.
- 3. Key Program Elements.**
  - a. Preferred Mode-** The Parties agree that the preferred mode for the Program is a docked or station-based electric bicycle-share system.
  - b. Primary Vendor-** The Parties agree that in order for the Program to be regional, and to function seamlessly from one community to another, one bikeshare vendor should be chosen to serve the region.
- 4. Program Development Process.**
  - a. Procurement-** The Parties agree that the preferred mechanism for pursuing a shared bikeshare micromobility vendor is to issue a Request for Proposals (RFP) with the City of Longmont taking lead on the issuance of the RFP, in coordination and work collaboratively with other participating local jurisdictions on the RFP and scope of work, with the intent that the other participating jurisdictions will also contract with the selected vendor chosen from the RFP process. It is further agreed that only local governments that are Parties to this MOU may participate directly in the procurement process.
  - b. Request for Proposal Elements-** The RFP will contain at a minimum the following criteria.
    - i. Phased Implementation.** It is likely that deployment will occur in phases across the region. The vendor will provide a phasing plan for regional bikeshare deployment.
    - ii. Proven Track Record of Success.** The vendor will provide recent project examples of similar scope and size that demonstrate their ability to develop successful and lasting regional programs. The vendor will provide information on the number, location, land use contexts and duration of successful program

implementations, including successful implementation of regional systems.

iii. **Highly Qualified Team.** The vendor will discuss the key personnel and their experience.

iv. **Local Collaboration.** The vendor commits to working with each participating community to develop individualized deployment plans.

c. **Proposed Timeline for MOU Commitment.** The Parties agree to work cooperatively to complete an RFP process no later than December 31, 2025.

d. **Collaboration.** The Parties will work collaboratively to develop the RFP document which the Parties agree will include a sample agreement detailing the terms by which the selected vendor will establish the program in the region. The RFP responses will likely include a variety of questions to establish the ability and parameters around which a vendor could provide the Program to the region.

e. **Evaluation Team.** Each of the regional jurisdictions signing this MOU will be permitted to have one person on the evaluation committee that will evaluate all of the proposals based on pre-established criteria developed during the drafting of the RFP.

5. **Funding.** This MOU is designed to develop the understanding for the Parties to move forward with a process to identify a possible vendor to proceed with the Program; as a result, this MOU only requires staff time and no direct costs. The Parties acknowledge that some cost may be associated with the deployment of the Program and agree that no formal financial commitment is being made as part of this MOU. It will remain at the discretion of a Party to decide whether or not to participate in the Program once any RFP process is complete.

6. **Cooperation. Legal Disclaimers.** By entering into this MOU, no Party makes any legally binding commitments.

7. **Termination.** Any Party may terminate its participation in this MOU at any time by providing written notice to the Parties as identified in the signature block to this MOU.

**BOULDER COUNTY, COLORADO**

\_\_\_\_\_  
Dale Case, Director  
Boulder County Community Planning  
& Permitting Department

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Kate Burke, Senior Assistant County Attorney

**CITY AND COUNTY OF BROOMFIELD,  
a Colorado municipal corporation and county**

\_\_\_\_\_  
Guyleen Castriotta, Mayor

Date: \_\_\_\_\_

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
City and County Clerk

\_\_\_\_\_  
City and County Attorney

**TOWN OF ERIE, COLORADO**

\_\_\_\_\_  
Andrew Moore, Mayor

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Town Clerk

**CITY OF LAFAYETTE, COLORADO**

\_\_\_\_\_  
Jaideep Mangat, Mayor

Date: \_\_\_\_\_

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Lynnette Beck, City Clerk

\_\_\_\_\_  
City Attorney

**CITY OF LONGMONT, COLORADO**

\_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

**CITY OF LOUISVILLE, COLORADO**

\_\_\_\_\_  
Chris Leh, Mayor

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney



**TOWN OF SUPERIOR, COLORADO**

\_\_\_\_\_ Date: \_\_\_\_\_

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_

**CITY OF WESTMINSTER, COLORADO**

\_\_\_\_\_  
Jody Andrews, City Manager

Date: \_\_\_\_\_

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney