



**RFP FOR TECHNOLOGY PROVIDERS TO SUPPORT
SHARED MOBILITY: E-BIKES FOR THE
HOUSING AUTHORITY OF THE CITY OF LOS ANGELES - RANCHO SAN PEDRO**

EXECUTIVE SUMMARY

In the past year, the Los Angeles Cleantech Incubator (LACI) has launched four zero emission mobility pilots within the City of Los Angeles and County of Los Angeles. The path to a zero emissions future includes addressing community needs as well as key technology, business model, and educational challenges. These pilot projects were deployed with and within selected communities defined by the state as disadvantaged communities. Lessons from these projects will be shared and used to inform new projects and policy recommendations.

In community surveys completed in 2017 and updated in 2019, the residents at the Housing Authority of the City of Los Angeles (HACLA) Rancho San Pedro identified transportation needs best addressed through electric vehicle (EV) car share and electric bike (e-bike) share. Through funds offered by the state, LACI deployed an EV car share pilot with the vendor Envoy in September 2020 for the residents of Rancho San Pedro.

The technology selected from this RFP seeks to complement the EV car share service with shared e-bikes with varied form factors to further address the needs of the community and bring economic growth, valuable learning and partnership opportunities. The e-bike types will include bikes for commuting, bikes for cargo, and bikes for safely transporting families with small children.

Intended outcomes are focused on:

- Providing access to economic opportunity with expanded mobility options that are clean and safe for low-income residents of HACLA - Rancho San Pedro;
- Providing mobility options to access additional basic services such as schools, grocery stores, and health appointments;
- Providing additional zero emissions mobility access that compliments existing mobility options (EV car share);
- Reducing Vehicle Miles Traveled (VMT) of internal combustion engine vehicles to lower air pollutants and GHG emissions;
- Exposing new communities and individuals to zero emission transportation options.

LACI has secured \$300,000 in funding for this pilot technology. The pilot funding will cover two and half years of operations in addition to a six (6) month pilot planning phase and be designed



to continue self-sustained operations for an additional two years for a total pilot term of five (5) years.

	Location: HACLA Rancho San Pedro
Overview:	HACLA is one of the nation’s largest and leading public housing authorities, providing the largest supply of quality affordable housing to residents of the City of Los Angeles.
Community Partner:	<u>Housing Authority of the City of Los Angeles</u> : is committed to preserving, enhancing, and expanding deeply affordable housing and improving the quality of life for Angelenos with a focus on People, Place and Pathways to Opportunity.
Community Stats:	Rancho San Pedro Profile: There are approximately 1,400 residents in 470+ units across 21 acres. Households consist primarily of 1 - 3 persons and roughly half reported school-age children. CalEnviroScreen: 90 - 95%
Community Needs:	The mobility offerings will be targeted to support residents with a variety of needs, with a particular focus on use case areas highlighted by residents where lack of access to transportation was cited as a challenge. These include bringing children to after school programs, travel for work, and daily errands (including grocery stores and health clinics). Furthermore, the distance to convenient services (school, groceries, and transportation) was cited as one of the main things disliked about the neighborhood. The EV car share implemented in 2020 is anticipated to provide a mobility option for longer trips and trips with multiple people. The e-bike share will fill the gap of shorter trips and enable a variety of uses based on the type of e-bike utilized.

Goal of RFP

This RFP will determine the technology procured for the Shared Mobility pilot. LACI and HACLA are interested in procuring the following types of mobility services and technologies.

Solutions for both people and goods (personal) movement in the following categories:



- Micromobility - small, lightweight vehicles operating at speeds typically below 25 km/h and driven by users personally including: providers of e-bike adaptive micromobility, adaptive scooters, 3 and 4 wheeled devices for adaptive mobility, and more. Category budgeted up to \$25,000.
- e-bikes - providers of e-bike fleets and can include one, some or all of the following: commuter, cargo, youth, adaptive micromobility or transportation solutions for all people especially those with disabilities, and more. Category budgeted between \$25,000 - \$50,000.
- e-bike rental operations & maintenance - operators of e-bike hubs and libraries to provide management and maintenance of bike fleets may also provide the bikes; e-bike maintenance trainers also sought. Category budgeted up to \$45,000 (annually).
- e-bike infrastructure - solutions that provide supportive infrastructure for e-bikes; features sought include storage, security, charging capacity (on or off-grid), marketing, education, etc. Solutions can provide all, one or some. Category budgeted up to \$165,000.

Who Should Respond to RFP

Technology providers who can provide the products and services outlined are encouraged to apply with creative ideas for how their ideas could be put to use in this pilot. All submissions must be [submitted here](#) by 5pm Pacific Time on Friday, October 29, 2021.

Evaluation Process

LACI, HACLA and other partners will be evaluating the proposals after the close date. It is expected that your application will be shared with project partners mentioned in this RFP. The project team may reach out during or after the RFP submission period to ask clarifying questions or solicit additional information. They may also reach out to ask whether they can share your submission with other entities. The evaluation is scored across six proposal elements which are detailed within the application.

***REQUESTS FOR CLARIFICATION OF THE REQUEST FOR PROPOSAL**

If any respondent has questions regarding the meaning of any part of this RFP, the respondent shall submit a written request to pilots@laincubator.org.

RFP Schedule & Deadlines

All submissions must be submitted here by 5pm Pacific Time on Monday, August 30, 2021.

[APPLY NOW](#)



Key Actions	Dates
Public Release of Pilot RFP	September 22, 2021
Pilot RFP Deadline	October 29, 2021
Proposal Screen	October 29 - November 3, 2021
Phone Interviews/Follow up requests	November 3 - 19, 2020
Technology Selection / Contract (Pilot Terms of Use) Drafting	November 19 - December 16, 2021
Contracts (Terms of Use) Finalized	December 17, 2021

**Timelines are subject to change at LACI's sole discretion.*

RFP EVALUATION CRITERIA

A. Application Screen

Applicants will be evaluated based on the appropriate technology application for the Shared Mobility pilot project, as well as the organization's ability to complete work within the budget and timeline of the pilot.

B. Phone Interviews/Follow up requests

Phone interviews, if applicable, will be conducted with the founder(s) and team member(s) responsible for pilot project implementation. Follow up and phone interviews will assess the technical metrics and appropriate applications to the pilot project as well as data sharing requirements/capabilities and community engagement experience.



Pilot Timeline

Action	Date
Proposal Due	October 29, 2021
Signed Contracts	December 17, 2021
Planning Phase*	6 months December 2021 - May 2022
Pilot Launch*	Target June 1, 2022
Pilot Term*	December 2021 - December 2026

*Subject to change: Pilot term will remain five years but exact start / end months will be based on finalized grant contract date.



RFP Response Instructions

Please use the following link to input your responses to the following questions. Questions are listed here for your reference only.

APPLICATION

Section I;

RFI respondent to fill in the details below.

1. Company Name
2. Company Address
3. Contact Name
4. Contact Job Title
5. Contact Email
6. Contact Phone
7. Company Website
8. Year company was founded
9. Corporation status
10. LACI company affiliation (if any)
 - a. Current or Former LACI Startup - Innovator, Incubation, Market Access
 - b. Corporate Partner
11. Company overview - Provide a brief background about your company
12. Are you applying with a partner organization(s) to this RFP [Yes / No]
 - a. if yes, what organization(s) and key contacts
13. What technology application is your company applying for within Shared Mobility (select all that apply):

Solutions for both people and goods (personal) movement in the following categories:

- a. Micromobility - small, lightweight vehicles operating at speeds typically below 25 km/h and driven by users personally including: providers of e-bike adaptive micromobility, adaptive scooters, 3 and 4 wheeled devices for adaptive mobility, and more
- b. e-bikes - providers of e-bike fleets and can include one, some or all of the following: commuter, cargo, youth, adaptive micromobility or transportation solutions for all people especially those with disabilities, and more.
- c. e-bike rental operations & maintenance - operators of e-bike hubs and libraries to provide management and maintenance of bike fleets may also provide the bikes; e-bike maintenance trainers also sought.



- d. e-bike infrastructure - solutions that provide supportive infrastructure for e-bikes; features sought include storage, security, charging capacity (on or off-grid), marketing, education, etc. Solutions can provide all, one or some.
- e. Other innovative solutions

Proposal Required Elements

What is your project going to accomplish? (one paragraph for each section)

1. Project Overview

- o Describe your technology, how it will be deployed, and how it differs from other solutions
- o Describe what type of outside support is required for your technology:
 - i. Real Estate/space
 - ii. Grid interconnection
 - iii. Distributed energy resources
 - iv. Operations and Maintenance
 - v. Infrastructure
 - vi. Digital and/or Telecommunications
 - vii. Other

2. Project Partners

- o Expected / necessary partners and roles

3. Work & Milestone Schedule

4. Project Metrics

- o What impact will this project have on the community?
- o What data do you collect, and which metrics do you track that can be used to evaluate the success of the program?

5. Project Budget (table or spreadsheet)

- o LACI will fund a portion of the project cost. The proposed budget should include the total cost of the project and subsidized percentage request.
- o Beyond the answers above are there any other pertinent revenue or cost factors for procurement (e.g., rebates or incentives, other sources of revenue, etc)?
- o Describe in detail the method to reach sustainability within 24 months of operations and sustained operations for an additional 24 months as required by the Clean Mobility Options Voucher.
- o If you are applying as a micromobility / e-bike provider, do you have the California state mandated level of liability coverage in place through your current insurance provider?

6. End of Project Plans

7. Please provide additional materials that support your application



What is your affiliation with LACI? (10% of evaluation score)

1. Current or Past Portfolio Company (LACI Incubation or Market Access)
2. Submitting Market Access Track Application -
 - Once notice of interest is received, LACI will send the application information
3. Not affiliated with LACI and interested in applying
4. Not affiliated with LACI and not interested in applying.

Will your technology be ready to deploy by June 1, 2022?

- If not, please explain the earliest deployment date and critical path tasks.

Who will be responsible for managing the project?

- Project Team
 - Contact Names
 - Contact Job Titles
 - Contact Information (email/phone)



Evaluation and Scoring

Proposal Elements	Points Earned
Community Needs Match - Proposal demonstrates understanding of community needs and how the project will serve the community including continued community engagement / partnership strategy.	0 - 30
Timeline / Installation - Deployment can be delivered by pilot launch date or applicant has clearly articulated the critical path to launch.	0 - 15
Pilot Learning Potential - Clear definition of pilot goal(s) with near term and future impact articulated.	0 - 15
Partnership Potential (De-risked Deployment) - Identification of partners and other relevant parties that would contribute to project success.	0 - 15
Cost Share - Budget is clear and the applicant commits to match funding / or in-kind support.	0 - 15
LACI Affiliation - Applicant is a LACI portfolio company or commits to joining the Market Access Track program.	0 - 10



Confidentiality Statement:

In connection with the **Technology Providers To Support A Shared Mobility (E-bike and EV solutions) for the Housing Authority of the City of Los Angeles - Rancho San Pedro** (the "**Purpose**"), either Party ("**Disclosing Party**") may disclose Confidential Information (as defined below) to the other Party ("**Recipient**"). Recipient shall use the Confidential Information solely for the Purpose, and shall not disclose such Confidential Information other than to its affiliates and its or their employees, officers, directors, members, managers, investment committee members, agents, attorneys, accountants, and financial advisors (collectively, "**Representatives**") who: (a) need access to such Confidential Information for the Purpose; (b) are informed of its confidential nature; and (c) are bound by confidentiality obligations no less protective of the Confidential Information than the terms contained herein. Recipient shall safeguard the Confidential Information from unauthorized use, access, or disclosure using no less than a commercially reasonable degree of care. Recipient will be responsible for any breach of this Agreement caused by its Representatives. Recipient agrees to notify Disclosing Party in writing of any misuse or misappropriation of Confidential Information of Disclosing Party that may come to Recipient's attention.

"**Confidential Information**" means all non-public proprietary or confidential information relating to Disclosing Party and the Purpose, in oral, visual, written, electronic, or other tangible or intangible form, whether or not marked or designated as "confidential" and all notes, analyses, summaries, and other materials prepared by Recipient or any of its Representatives that contain, are based on, or otherwise reflect, to any degree, any of the foregoing ("**Notes**"); provided, however, that Confidential Information does not include any information that: (a) is or becomes generally available to the public other than as a result of Recipient's or its Representatives' breach of this Agreement; (b) is obtained by Recipient or its Representatives on a non-confidential basis from a third-party that was not legally or contractually restricted from disclosing such information; (c) was in Recipient's or its Representatives' possession prior to Disclosing Party's disclosure hereunder; or (d) was or is independently developed by Recipient or its Representatives without using any Confidential Information. Confidential Information also includes (x) the facts that the Parties are in discussions regarding the Purpose (or, without limitation, any termination of such discussions) and that Confidential Information has been disclosed; and (y) any terms, conditions, or arrangements discussed.