BIKE-SHARE POLICY STATEMENT

Facilities Management (FM) offers a Bike-Share program to FM staff. This program is designed in conjunction with our commitments to:

- alternative transportation
- efficiency and effectiveness
- sustainability
- staff wellness

FM provides department-funded, custom-designed bikes that are simple to operate, comfortable, clean, safe and durable. These bikes are of multiple sizes (medium, large) and include the following features: disc brakes; Shimano multiple gear ratios; removable cargo rack w/net and wheels; Krypto series U-lock; 29” road tires for comfort and ease of operation.

BikeSHARE will be administered by Stores Operations and located at the bike rack directly outside 295 Lloyd Ave. Bikes are available to FM staff for business use only, during normal Stores operating hours (7am-5pm, 7am-4pm during summer hours). Bikes can be signed out with a valid Brown ID at the Stores service counter, where a log will be kept to track each bike. Bikes must be returned to the rack outside 295 Lloyd Ave. and signed back in at the Stores service counter; in the event that a bike is returned after hours, the operator is responsible for securing the bike at the rack overnight, and signing the bike back in on the next business day or as soon as practicable.

Riders will be responsible for operating the bikes safely and in accordance with this policy and all applicable traffic laws. In RI, an operator of a bicycle is subject to all of the regulations applicable to a driver of any motor vehicle. For example, texting while riding is illegal, one-way streets must be observed, etc. In addition, riders will be responsible for reporting to Stores any damage to the bike or any other property caused during operation, as well as any problems noted with the operation of the bike itself. Stores will then file any necessary reports in coordination with the program participant and follow up as necessary. All FM Bike-Share program bikes are numbered for identification and registered with Brown’s DPS. Stores will also be responsible for the repair and maintenance of the bikes; no repairs or maintenance should be performed by the program participants themselves.

Bikes must be secured at approved locations while in the operator’s possession (i.e., designated bike racks throughout campus only); any costs incurred as a result of failure to follow this requirement will be the operator’s responsibility. FM is not responsible for any operator’s personal property.

Helmets are required in this program and must be worn at all times while operating the bikes. Helmets are also available for sign-out at Stores, or riders are free to use their own helmet. In the event that riders use their own helmet, they must attest to this by signing in the Stores log that they are waiving an FM-provided helmet in favor of using their own helmet.

Training in basic safety and operation of the bikes will be offered, and staff who plan to participate are strongly encouraged to attend this training.

Note: Failure to comply with this policy may result in removal of staff from eligibility to participate in the program.

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