

**Metro**Los Angeles County
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metro.net**EXECUTIVE MANAGEMENT COMMITTEE
JUNE 19, 2014****SUBJECT: TEMPORARY LOST AND FOUND BIKE STORAGE****ACTION: RECEIVE AND FILE****RECOMMENDATION**

Receive and file this notification of the Lost and Found temporary bike storage area on the P-1 parking level at Gateway.

ISSUE

Due to the displacement created by the Purple Line Extension Project, the Wilshire/La Brea Lost and Found facility is required to relocate by June 30, 2014. A new interim Lost and Found office located at 3571 Pasadena Avenue, Los Angeles is scheduled to open July 1, 2014. However, in order to accommodate the increasing volume of bicycles that Lost and Found receives monthly, a temporary Lost and Found bike storage area was constructed on the southeast P-1 parking level of the Gateway building. The temporary bike storage area will provide enough space to accommodate the 175-200 bicycles received monthly by Lost and Found, and allow Metro to comply with California Civil Code 2080.6, which mandates 90 days storage of all lost articles.

DISCUSSION**Background**

After an extensive search for property and exploring alternatives to accommodate the storage of large quantities of lost articles, including bicycles, received by Lost and Found, a Metro owned property across from the Heritage Square Gold Line Station was found and renovated. The new site will house the Lost and Found customer service intake portion and lost articles. However, the facility is not large enough to accommodate the volume of bicycles and comply with the mandatory 90-day retention period.

In order to avoid non-compliance of the California Civil Code and to resolve the immediate storage needs of Lost and Found, Metro has implemented a two phase approach:

- A. Phase I: As a short term solution, Metro acquired approximately 80 parking spaces on the southeast P-1 parking level of the Gateway building to construct a temporary Lost and Found bike storage area. The interim bike storage area at Gateway provides a central location for easy customer retrieval of lost bikes and access to existing Metro staff to manage the operation. In addition, cost savings is achieved by use of Metro's established infrastructure.

- B. Phase II: In order to enhance the customer experience and accommodate the inclusive storage requirements of Lost and Found, a convenient centralized facility fit for a world class growing transportation agency is required. Therefore, Metro Real Estate staff is currently exploring lease or purchase options for a permanent "One-stop" Lost and Found facility.

DETERMINATION OF SAFETY IMPACT

The temporary Lost and Found bike storage area provides adequate storage space and safeguards Metro employees from incidences of injuries caused by bicycle overcrowding.

NEXT STEPS

Metro staff will continue to work with Real Estate to explore acquisition of a permanent "One-stop" Lost and Found facility. Additionally, Customer Programs and Services will work with Public Relations to initiate an awareness campaign to inform the public about the need to take their bikes when leaving buses, rail cars, and stations.

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